

Great Oxendon Parish Council

All Councillors are hereby summoned to attend the general meeting of Great Oxendon Parish Council to be held at the Village Hall, Main Street, Great Oxendon on Monday 10th October 2022 at 7.30pm

Members of the public and press are invited to attend and to participate in the Open Forum

AGENDA

162. To receive and approve apologies for absence.
163. To receive Declaration of Personal and Prejudicial Interests under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)
164. To receive and approve for signature the minutes of the meeting held on 11 July 2022
165. Matters arising from the Minutes of the Meetings held on 11 July 2022
- i. **(152i) Councillor Vacancy – For Note:** A reminder there are still 2 casual vacancies for a Parish Councillor. For more information, please contact the Clerk
 - ii. **(154) Plant a Tree for Jubilee** – Deferred from July – Update on locations
166. Open Forum (Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting)
167. Policies for re-adoption:
- i. Code of Conduct
 - ii. Internal Controls
 - iii. Financial Regulations
168. Resolution to **opt in** to the Smaller Authorities' Audit Appointments (SAAA) procuring external audit on behalf of Great Oxendon Parish Council. Please see additional document circulated for more information.
169. Defibrillator – Cllr Hogarth
170. Resolution to approve Parish Online Maps renewal - £40.00 excl VAT for 1 year. Currently used for Neighbourhood Plan group
171. Resolution to approve BT Broadband Renewal – new contract renewed 23rd September for 18 months at lower rate of £27.95

172. Finance:

i. Resolution to approve the monthly payments (listed below)

Date of Meeting: 10th Oct 2022

Payments to be Approved not yet Paid

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
04/07/2022	Leicestershire Gardens	Grass Mowing Inv 22/130	500.00	0.00	500.00
06/07/2022	NCALC	Inv 2184 - CILCA Training Course	123.75	24.75	148.50
28/07/2022	PFK Little John	Audit (Limited assurance review of AGAR, year ending 31 Mar 22)	200.00	40.00	240.00
01/08/2022	Leicestershire Gardens	Grass Mowing Inv 22/137	250.00	0.00	250.00
03/08/2022	Parish Council Websites	Annual website & email Hosting (01/09-31/08/2023)	180.00	36.00	216.00
08/08/2022	Parish Online	Renewal of maps at Parish Online for 1 year	40.00	8.00	48.00
10/08/2022	Your Locale	Neighbourhood Plan - Inv 6	2,500.00	500.00	3,000.00
27/08/2022	Mrs Sarah Smith	Expenses - Annual Norton Antivirus Renewal	12.49	2.50	14.99
01/09/2022	Mrs Sarah Smith	Parish Clerk Salary - Sept22	299.04	0.00	299.04
01/09/2022	M King	Bus Shelter Cleaning	40.00	0.00	40.00
20/09/2022	Eon	Street light Maintenance Q3 Jul-Sept22	37.37	7.47	44.84
01/10/2022	Mrs Sarah Smith	Parish Clerk Salary - Oct22	299.04	0.00	299.04
03/10/2022	Mr Stephen Hogarth	Replacement Defibrillator Pads	44.00	8.80	52.80

Payments to be Approved - Paid via Direct Debit

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
11/07/2022	BT Group PLC	Broadband & Telephone - Jul22	29.95	5.99	35.94
11/08/2022	BT Group PLC	Broadband & Telephone - Aug22	29.95	5.99	35.94
21/07/2022	HSBC	Bank Charges	8.00	0.00	8.00
20/08/2022	HSBC	Bank Charges	8.00	0.00	8.00
20/09/2022	BT Group PLC	Broadband & Telephone - Sep22	32.28	6.46	37.84
26/09/2022	HSBC	Bank Charges	8.00	0.00	8.00

Payments to be Approved - Paid by BACS as overdue

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
06/07/2022	Npower	Electricity 1 Apr22 to 30 Jun22	90.04	4.5	94.54

- ii. Receive the accounts to 30th September 2022
- a. Receipts
 - b. Expenditure
 - c. Bank Reconciliation
 - d. Statement of Reserves
 - e. Neighbourhood Plan Grants Expenditure
 - f. Spend v Budget
 - g. Copy of Payments to be Approved
 - h. HSBC Bank Statement – Community Account
 - i. HSBC Bank Statement – Reserve Money Manager Account

173. Planning and Licensing Consultations:

Planning

- i. **WND/2022/0768 – 5 Braybrooke Road, Great Oxendon, Northamptonshire, LE16 8LT.** Demolition of rear extension. Construction of single storey side and rear extension including garage and front bay window. Rendering of existing property and replacement windows. Deadline for comment **13th October 2022**
- ii. Notice of Appeal – **WND/2021/0835 Windmill Close, Braybrooke Road, Great Oxendon, Northamptonshire, LE16 8LU.** Notice of appeal against West Northamptonshire Council decision to refuse planning permission. All comments to arrive no later than **17th October 2022.**

Consultations

- iii. **Local Government Boundary Commission for England – New Ward Boundaries:** West Northamptonshire Council is currently undergoing an electoral review, that is run by the Local Government Boundary Commission for England (LGBCE). They are developing a new pattern of wards for West Northamptonshire Council. The LGBCE is required to undertake an independent and impartial review of local authority electoral arrangements to make sure councillors represent about the same number of electors, and that ward arrangements help the council to work effectively. Views can be submitted to the LGBCE. **The first part of this consultation process closes on 7th November 2022**

174. To receive an update from Councillors with regards to areas of responsibility:

- i. **Planning and Neighbourhood Plan** – Councillor Hogarth
- ii. **Highways** – Councillor Rumsey
 - Speed Sign Project Update
 - Decision on type of sign required
 - Cllr Steedman – Discussion on traffic at top of Main Street and Little Oxendon (Farndon Rd)
- iii. **Public Rights of Way** – Councillor Lindsay-Smith
 - Bench Refurbishment Update
 - Resolution to have two benches replaced before Christmas
 - Footpath
 - Resolution to obtain quotes to clear overgrowth on A508 footpath towards the Church
- iv. **Police & Community Safety** – Councillor Barker
 - For Note: Correspondence from Cllr Barker regarding Burglary – barns opposite Church 27/09/22
- v. **Environment**
 - Defer to November - Cllr Barker – Update on quotes to repair safety barrier around raised land
 - Defer to November - Cllr Barker - Flagpole
- vi. **Community engagement and communication** – Councillor Patel-Brown
- vii. **Lighting** - Councillor Patel-Brown
 - Update on replacement of telegraph pole with streetlamp outside village hall
- viii. **Audit and Compliance** – For Note: Limited Assurance review for year ending 31 March 2022 completed by External Audit. All reports and documents published on the Parish Council Website

175. Urgent Matters for report only (Notified to the Chairman before the meeting)

176. Date and Time of Next Meeting – The next meeting will be held on **Monday 14th November 2022**, 7:30pm at the Village Hall, Great Oxendon.

For Note - Dates of Future Meetings

Monday 14th Nov 2022
Monday 12th Dec 2022
Monday 9th Jan 2023
Monday 13th Feb 2023
Monday 13th Mar 2023
Monday 17th Apr 2023

177. Close of Meeting



Mrs Sarah Smith, Parish Clerk
Great Oxendon Parish Council
Email: parishcouncil@greatoxendon.org
Web: <http://www.greatoxendon.org>

04.10.22