

Great Oxendon Parish Council

All Councillors are hereby summoned to attend the Annual Parish Meeting and Annual General Meeting of Great Oxendon Parish Council to be held at the Village Hall, Main Street, Great Oxendon on Wednesday 31st May 2023 at 7.30pm

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

AGENDA

Annual Parish Meeting – 7:30pm

1. Welcome and Apologies
2. Parish Councillor Introduction
3. Chairmans Report
4. Village Groups/Clubs
5. Open Forum

Annual General Meeting – approx. 8pm

252. Election of Chair

253. Election of Vice-Chair

254. To receive and approve apologies for absence.

255. 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)*

256. To receive and approve for signature the minutes of the meeting held on 17 April 2023

257. Matters arising from the Minutes of the Meetings held on 17 April 2023

- i. **(244i) Plant a Tree for Jubilee** – Update on new site discussed at last meeting (Cllr Lindsay-Smith)

258. 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)

259. Resolution to cancel the meeting on Monday 12th June 2023

260. Councillor Vacancies x2

261. Cllr Steedman – Upcoming Leave of Absence Resolution

262. Policies

- i. Asset Register

ii. Standing Orders

263. Councillor Responsibilities – Annual Review

Current Responsibilities:

Planning & Neighbourhood Plan – Cllr Hogarth

Highways – Cllr Rumsey

Public Rights of Way – Cllr Lindsay-Smith

Police & Community Safety – Cllr Barker

Environment -

Community engagement and communication – Cllr Patel-Brown

Lighting – Cllr Patel-Brown

264. Nesting Site for Swifts – Discussion

265. Finance:

i. Resolution to approve the monthly payments:

Date of Meeting: 31st May 2023

Payments to be Approved not yet Paid

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
01/05/2023	Mrs Sarah Smith	Parish Clerk Salary - May23	325.05	0.00	325.05
31/05/2023	Mrs Sarah Smith	Parish Clerk Salary - Jun23	325.05	0.00	325.05
14/04/2023	BHIB	Insurance Renewal 2023/24	434.16	0.00	434.16
01/05/2023	Great Ox Village Hall	Hire of Village Hall - Open Event	20.00	0.00	20.00
01/05/2023	Leicestershire Gardens	Inv 23/043 - April'23 Grass Mowing	250.00	0.00	250.00
03/04/2023	NCALC	Re-approval after Query - Annual Membership (Inv 2844)	538.97	53.20	538.97
16/05/2023	R Steedman	Coronation Celebration Expenses	57.94	19.08	77.02

Payments to be Approved - Paid via Direct Debit

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
10/04/2023	BT Group PLC	Telephone and Broadband - Apr23	27.95	5.59	33.54
03/04/2023	ICO	Information Commissioner Office Registration - Annual Fee	35.00	0.00	35.00
25/04/2023	HMRC	Tax Payment 22/23	61.45	0.00	61.45

ii. Receive the accounts to 30th April 2023

- 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. Bank Statements

266. Audit 2023/24

- i. Receive the Internal Auditors Report and note any actions.
- ii. Resolution and signature to approve Section 1 Annual Governance Statement 2022/23
- iii. Resolution and signature to approve Section 2 Accounting Statements 2022/23

267. Planning and Licensing Consultations:

Planning

- i. **Deadline Passed: WND/2023/0068 Oxendon Lodge, Northampton Road, Great Oxendon, Northamptonshire, LE16 8LT** - Outline application for construction of dwelling. **Deadline for comment 16 May 2023.**

Consultations

- i. **Home to School Transport Consultation** – West Northamptonshire Council would like to hear views on changes proposed to the Home to School Transport service. This includes the increase in cost of a non-entitled bus pass from £600 to £1000 per child. **The Consultation closes Tuesday 30th May 2023**

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

- i. **Planning and Neighbourhood Plan** – Councillor Hogarth
 - Windmill Close – Boundary fence discussion
- ii. **Highways** – Councillor Rumsey
 - A508 Drains
 - Speed Sign – Approval required for purchase of post for southbound sign – awaiting £ from Steve Barber
 - Reflection Strips – Resolution to approve purchase - £ 60 + VAT
- iii. **Public Rights of Way** – Councillor Lindsay-Smith
 - Bench Refurbishment Update
 - Footpath A508 Update
- iv. **Police & Community Safety** – Councillor Barker
- v. **Environment**
 - Cllr Barker – Safety barrier around raised land
- vi. **Community engagement and communication** – Councillor Patel-Brown
- vii. **Lighting** - Councillor Patel-Brown
- viii. **Audit and Compliance** - None

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

270. Date and Time of Next Meeting – The next meeting will be held on **Monday 10th July 2023** at 7:30pm at the Village Hall, Great Oxendon.

For Note - Dates of Future Meetings

Mon 12th June 2023 – to be cancelled.
Mon 10th Jul 2023
None August

Mon 11th Sept 2023
Mon 9th Oct 2023
Mon 13th Nov 2023
Mon 11th Dec 2023
Mon 8th Jan 2024
Mon 12th Feb 2024
Mon 11th Mar 2024
Mon 8th Apr 2024

271. Close of Meeting



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

24.05.23