

CULWORTH PARISH COUNCIL

To: All Members of the Culworth Parish Council and West Northamptonshire Councillors

AGENDA

For the meeting of Culworth Parish Council

To be held at 7.30pm on Thursday 11th January 2024 in the Culworth Village Hall

Welcome to members and public.

1. Apologies received
2. Councillor declarations of interest & dispensations in the following agenda items
3. Receive minutes of the meeting held on **9th November 2023** as an accurate record of the Parish Council official acts and decisions
4. **Public Concerns** (prior notice the the Chair or the Parish Clerk is recommended)
5. **Matters Arising** from previous Parish Council minutes
 - 5.1 Ref 6.1: Update on concluding the CHFT account; return of unused funds for Phase 2
 - 5.2 Ref 10: Letters concerning the release of the Football field **GD**
6. Update on **Adult Gym and Children's Play Areas improvements**
 - 6.1 Ref 7.1: Update on planting of trees / shrubs around the perimeter
 - 6.2 Ref 7.2: Update on the next edition of the village newsletter **AW**
 - 6.3 Ref 7.3: Update on the final part of the HS/2 grant application – still possible **GD**
 - 6.4 Ref 7.4: Development of a joint Risk Assessment associated mitigating measures **GD**
 - 6.5 Ref 7.5: Progress with regards costings for child safety fencing **GD**
 - 6.6 Ref 7.6: Progress with regards public signage **GD**
7. **Correspondence received by Councillors**
 - 7.1 11 Sep: N-CALC mini eUpdate 08/09 – Local Government pay negotiations
 - 7.2 14 Sep: Rural Funding Digest Sept 2023 (assist new village hall development?)
- 8.3 10 Oct: WNC invite to attend their Council Planning briefing (online) on 30th Nov
- 8.4 10 Oct: N-CALC mini eUpdate 06/10 – 76th Conference & AGM on 7 October
- 8.5 16 Oct: N-CALC mini eUpdate 13/10 – Budgeting information; Training
- 8.6 30 Oct: N-CALC mini eUpdate 27/10 – Free trees; WNC leader meetings
- 8 Updates on the Parish Council Burial Ground (Brookes and Marshall)
- 9 H/S 2 local construction development update (Forge Coffee on Thu 18 Jan)
10. **Planning (items available at wnc.planning-register.co.uk + Advanced Planning + Parish)**
 - 10.1 2023/7186/TCA: Felling of conifer and works to apple tree at St Peters House, Queens Street by 1 Nov 2023.
 - 10.2 WNS/2023/6671/FUL-LBC: Partial demolition of existing garage and its replacement with an extension housing a ground floor bedroom at Myrtle Cottage, Sulgrave Road OX17 2AP by 5 Oct. No objections raised by MK and JB. Decision pending.
 - 10.3 WNS/6992/TCA: Leylandi hedge removal due to public pavement access issues. No Objections.

1*.4 WNS/2023/6001/FULL: Alteration and single storey rear extension, internal remodelling and refurbishments. New roof light in existing roof. Oak frame car shelter to front forecourt at Mountfield, Hight street. OX17 2BE. Approved 6 Oct.

11. **Audit and Accounts**

11.1 Ref 12.1: Clerk's contract of employment; registration with Pensions Regulator & PAYE

11.2 Ref 6.1: Update on VAT recovery for the Cricket field and Play Field expenditures

11.3 Ref 13.1: Report-back on the meeting of the Finance Committee on 7 Dec 2023 **AW**

11.4 Ref 12.6: Overview of the Parish Accounts for Q1-Q3 to 31 Dec 2023

11.5 Consideration of a budget for 2024-25

11.6 Agreement upon the level of Precept demand to submit to WNC

11.7 Consider Parish Council meeting dates for 2024

11.8 Consider Yu energy street lighting electricity contract for 36 months at £5,046.53 pa at 43 p/day standing; 30.56 p/kWh [current annual renewal was

11.9 Ref 12.8: Updates to the Parish Council Asset Register (+play equipment, bin & bench)

11.10 Ref 12.9: Consider options for gaining interest on reserve monies

11.11 Consider and approve the Parish Council payments listed below

13. **Councillors' Comments**

14. Date of next meeting: **Wednesday 8th February** (likely co-option of Councillors)

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO ATTEND

Copies of all council papers are available for download at culworthparishcouncil.gov.uk

Gary Denby, Clerk to Culworth Parish Council



6 January 2024

Proposed payments for approval at the Parish Council Meeting

Description / Power	Amount	VAT	Total
PKF Littlejohn invoice SB2023336 for external audit 2022-23: limited assurance review and additional fees	£420.00 £80.00	£100	£600.00
Texprep invoice 26666 for village 90 newsletters December 2023	£52.50	-	£52.50
Wave Energy water bill for cricket club from 16 Aug – 15 Nov 2023	£40.37	-	£40.37
Grant to British Legion for memorial wreath 11 Nov 2023	£25.00		£25.00
Gary Denby Parish Clerk gross remuneration and expenses (9 weeks) including home office expenses 9 Nov – 10 Jan plus Ryman office supplies	£513.36 £58.50 £17.06	-	£588.92
<i>Yu Energy Street lighting electricity charges 01 – 30 Nov 2023 (DD)</i>	£75.11 £14.22	£3.76 £0.71	£93.80
<i>Yu Energy Street lighting electricity charges 01 – 31 Dec 2023 (DD) 62.8 p/day standing; 18.8 day 13.9 night p/kWh</i>	£78.82 £14.79	£3.94 £0.74	£98.29