

# CULWORTH PARISH COUNCIL

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

## AGENDA

### A meeting of Culworth Parish Council

To be held at 7pm on Thursday 12<sup>th</sup> September 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 **18<sup>th</sup> July 2024** 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 4.2: Update on WNC Advisory 20 mph signs **GD**
  - 5.2 Ref 4.3: Update on repositioning the village's Vehicle Acyivated speed Sign (VAS) **AF**
  - 5.3 Ref 4.4: Update on nearby HS/2 road closure during September **SR**
  - 5.4 Ref 4.5: Revision options for the trial Play Park signage **GD**
  - 5.5 Ref 5.2: Clerk's letter to Tree Tops requesting an update to their previous reporting **GD**
  - 5.6 Ref 5.3: Update on The Hill Field signage for Entrance / Exit **CR**
  - 5.7 Ref 5.4: Update on local volunteer and £175 annual Play Park inspections **AF GD**
  - 5.8 Ref 5.5: Clerk's progress with the outstanding burial registrations **GD**
6. **Correspondence received by Councillors**
  - 6.1 15 Jul: WNC have your say on draft Parks Development Strategy, by 8 September
  - 6.2 15 Jul: N-CALC mini eUpdate 12/07 – Bees' Needs'; Pay Claim 2024/25
  - 6.3 25 Jul: N-CALC Training Newsletter – July
  - 6.4 25 Jul: Parish Online Newsletter – an alternative Parish email account supplier
  - 6.5 25 Jul: WNC Draft Parks development consultation, by 8 September
  - 6.6 25 Jul: WNC three more briefings (Transport & Planning) in Aug & Sep
  - 6.7 25 Jul: WNC celebrates its achievements and set course for 2024/25, annual report
  - 6.8 25 Jul: N-CALC mini eUpdate 19/07 – Government proposes devolution deals
  - 6.9 25 Jul: WNC support for Universal's theme park and resort for Bedford
  - 6.10 25 Jul: WNC enforcement at property with drug related anti-social behaviour
  - 6.11 27 Jul: WNC Town & Parish Briefing – July
  - 6.12 27 Jul: N-CALC mini eUpdate 26/07 – Training & Development; SLCC Northants
  - 6.13 27 Jul: Consultation on draft local transport plan, by 17 October
  - 6.14 27 Jul: WNC availability of Planning Surgeries (15 minute slots for complex cases)
  - 6.15 29 Jul: SLCC weekly news digest 29/07 – Historic England adapting historic buildings
  - 6.16 19 Aug: N-CALC mini eUpdate 16/08 – Local Gov't pay; 77<sup>th</sup> Annual Conf 5 October
  - 6.17 19 Aug: SBA External Audit has now commenced its processing
  - 6.18 19 Aug: Bird Keepers need to register their flocks, from 1 October
  - 6.19 26 Aug: WNC Town & Parish Briefing – August
  - 6.20 28 Aug: WNC Autumn events (trees, local transport, planning)

- 6.21 28 Aug: N-CALC mini eUpdate 23/08 – call for Community Case Studies
- 6.22 28 Aug: WNC Kier notice of local HS/2 disruption from 16 Sep – 13 Oct
- 6.23 28 Aug: WNC Tour of West Northants bike race on Sat 7 Sept, inc Culworth
- 6.24 28 Aug: N-CALC mini eUpdate 09/08 – Civil unrest; Planning reform and housebuilding
  
- 6.25 29 Aug: NHS-Katharine House Hospice – needs your help
- 6.26 29 Aug: WNC update on Trafford Road bridge (no strengthening this year)
- 6.27 29 Aug: WNC to move forward with finances, after balance sheet disaggregation
- 6.28 29 Aug: N-CALC invitation to 77<sup>th</sup> Annual conference Sat 5 Oct at Moulton
- 6.29 29 Aug: WNC 5-year strategy for unpaid carers to be rolled out
- 6.30 29 Aug: WNC open consultation on Pharmaceutical Needs, by 6 Oct
- 6.31 29 Aug: N-CALC eUpdate Jul/Aug – background on its new Chief Exec
- 6.32 29 Aug: WNC views sought on improving electric vehicles infrastructure, by 1 Sep
- 6.33 29 Aug: WNC to upgrade its services for residents
- 6.34 29 Aug: BRTA notes recent withdrawal of government’s local rail re-openings fund
  
- 6.35 3 Sep: WNC Kier notice of closure of Banbury Road by Thorpe Mandeville, 16 Sept+
- 6.36 3 Sep: WNC have your say on trees and woodlands management, by 13 Oct
- 6.37 3 Sep: WNC local transport plan consultation, by 17 Oct
- 6.38 3 Sep: WNC Bus Service improvements by Stagecoach
- 6.39 3 Sep: WNC have your say on Tress & Woods strategy, by 13 Oct
- 6.40 3 Sep: WNC residents urged to compete annual canvass (update electoral register)
- 6.41 3 Sep: N-CALC mini eUpdate 30/08 – Annual Conf; Changes to Employment Law
  
- 6.42 5 Sep: Example of Eydon village signs by Signs of the Times
- 6.43 5 Sep: Welcoming the Tour Sat 7 September

**7. Report back on Cycle Race through the village on Sat 7<sup>th</sup> September 2024**

**8. Review of the Autumn perimeter Planting of a native species hedgerow**

**9. Possible positioning of goal post(s) on The Hill Field**

**10.** Consideration of the updated Standing Orders including a revised Complaints procedure

**11.** Consideration of new Financial Regulations (2024) supplied by N-CALC

**12.** Parish Council Burial Ground activities

**13. Planning (items available at [wnc.planning-register.co.uk](http://wnc.planning-register.co.uk) + Advanced Planning + Parish)**

13.1 2024/3779/TCA: Reduce canopy of 1x Beech tree at 1 Queens Street OX17 2AT by 29 Aug.

13.2 2024/3131/TCA: Removal of co-dominant stem and three laterals from a Horsechestnut tree at the Manor House, the Green OX17 2BB. No Objections 6 Aug.

13.3 2024/3049/TCA: Fell one Ash tree to ground level at Danvers House, High Street OX17 1BD. No Objections 29 Jul.

13.4 2024/2923/TCA: Reduce crown of Eucalyptus by approx 7m at The Red Lion, Hight Street OX17 2BD. No Objections 25 Jul.

13.5 2024/2853/TCA: Notification of tree works at The Old Bakehouse, The Green OX17 2BB (Reduction to 1x Bay Tree; Removal of 1x Juniper, 1x Yew and 1x Bush). FYI. Councillors had no comments on this. No Objections 18 Jul.

- 13.6 2024/2800/OUT: Extension to existing barn to form living accommodation for pub owners and / or staff at The Red Lion, High Street OX17 2BD by 1 July. Councillors supported this application. Pending.
- 13.7 2024/2589/FULL: New agricultural barn, new track and access to land adjacent to Peas Furlong, Sulgrave Road by 14 June. Councillors Objected to this application on grounds of its dangerous access on the brow of a hill within a National Speed Limit (60 mph) area. Pending.
- 13.8 2024/2101/FULL: Construction of 4 bedroom dwelling, double garage and vehicle access on land adjacent to Barley Hill, Sulgrave Road. Supported by Council. Pending.
- 13.9 2023/2358/LBC: Replace existing approaches along front elevation and replace windows and doors (inclusive of supporting works) at Myrtle Cottage, Sulgrave Road OX17 2AP by 3 June. Councillors had No Objections. Approved 6 Aug.

#### 14. Audit and Accounts

- 14.1. Consideration of the int/ext audit report(s) and the Council's response
- 14.2 Consideration of the final cost reconciliation for the CHFT upgrades 2023-24
- 14.3 Adoption of **new** Financial Regulations (2024), model supplied by N-CALC, if ready **GD**.
- 14.4 Update on registration with 12cloudpayroll.com for Clerk's zero PAYE for 2024-25 **GD**
- 14.5 Unity Bank 'upgrade' to T2 account since over £100,000 turnover, 15p/transaction 18/9
- 14.6 Progress report on outstanding VAT reclaim for 2022-23; also for 2023-24 **GD**
- 14.7 Consider and approve the Parish Council payments listed below.

#### 15. Items for the next Parish Council agenda

16. Date of next meeting: **Thursday 14<sup>th</sup> November at 7pm** in the village hall.

### **THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO ATTEND**

Copies of all council papers are available for download at [culworthparishcouncil.gov.uk](http://culworthparishcouncil.gov.uk)

Gary Denby, Clerk to Culworth Parish Council



7 September 2024

### Proposed payments for approval at the Parish Council Meeting

Description / Power	Amount	VAT	Total
<b>Cartwright Landscapes</b> mowing of Greens and other areas on 1 <sup>st</sup> and 15 <sup>th</sup> July (C45513) and 12 <sup>th</sup> August (C45594) <i>Open Spaces Act 1906, ss.9 and 10</i>	£398.75 £66.75	£79.75 £13.35	£558.60
<b>Roger Smith</b> mowing of Burial Ground x4 July; strim BG x2 July; Mow-strim Play Park x2 July (Inv 737); mowing BG x3 Aug; strim BG x2 Aug; Mow-strim Play Park x2 Aug (Inv 756) <i>Open Spaces Act 1906, ss.9 and 10</i>	£228.00 £204.00	- -	£432.00
<b>Wave</b> supply of water to cricket field 16 May to 15 Aug <i>Provide recreation grounds and manage them: Public Health Act 1875</i>	£22.37	-	£22.37
<b>Texprep</b> 80x village newsletter July 2024 (Inv 26994) <i>Local Government Act 1972, provision of information s.142</i>	£25.10	-	£25.10
<b>Parish Online</b> mapping subscription to 10 Aug 2025 (Inv 34UG021-	£40.00	£8.00	£48.00

0005). <i>Local Government Act 1972, subscription s.143</i>			
<b>JPG MK Limited</b> professional services organising the construction of the site crossovers Inv 232/08/536 <i>Provide recreation grounds and manage them: Public Health Act 1875</i>	£700.00	£140.00	<b>£840.00</b>
<b>Colin Styles</b> General Building Contractor for 2-off crossovers installation at both entrance and exit to The Hill Field. Inv 020W <i>Provide recreation grounds and manage them: Public Health Act 1875</i>	£8,264.09	£1,652.82	<b>£9,916.91</b>
Citizens Advice Bureau Banbury Branch, grant for 2023-24 and 2024-25, ref 8.6 Minutes of Meeting 18 July 2024 <i>Local Gov't Act 1972, contribution to charitable body s.177(2D)(3)</i>	£200.00	-	£200.00
<b>Gary Denby</b> Parish Clerk gross remuneration and expenses (8 weeks) including home office expenses 18 Jul – 11 Sep plus expenses for 1 ream A4 copy paper <i>Local Government Act 1972 Appointment of Staff s.112</i>	£517.44 £57.20 £8.63	-	£583.27
<b>Yu Energy</b> Street lighting electricity charges 01 – 31 Jul 2024 (DD) 43.5 p/day standing; 27.08 day 27.08 night p/kWh (Inv 01857404) <i>Highways Act 1980, lighting functions s.98</i>	£91.68 £13.59	£4.58 £0.68	£110.53
<b>Yu Energy</b> Street lighting electricity charges 01 – 31 Aug 2024 (DD) 43.5 p/day standing; 27.08 day 27.08 night p/kWh (Inv 01925483) <i>Highways Act 1980, lighting functions s.98</i>	£93.22 £13.64	£4.66 £0.68	£112.20