

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 April 2024 in the Culworth Village Hall

Welcome to members and public.

1. Apologies received, receive emailed resignation of Cllr Nancy Guinness on 26 March
2. Councillor declarations of interest & dispensations in the following agenda items
3. Receive minutes of the meeting held on **14th March 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 5.2: Update on order of Woodlands Trust trees ordering for Oct 2024 **JR**.
 - 5.2 Ref 5.3: Update on the Mar/Apr 2024 Newsletter and finding a new Editor **AW**.
 - 5.3 Ref 6: Update on the dog attack upon a person on 3 March.
6. **Report of a dog attack upon a person on Sun 3rd March**
7. **Consider adoption of a revised Complaints Procedure by N-CALC GD**
8. **Update on the Culworth Hill Field Trust CHFT (cricket ground)**
 - 8.1 Registration of pavilion Green Bin for WNC emptying by GD
9. **Update on Adult Gym and Children's Play Areas improvements**
 - 9.1 Ref 8.2: Development of a Play Park joint Risk Assessment **GD**
 - 9.2 Regular equipment safety checking, any problems to report? **AW**
 - 9.3 Ref 8.3: Update on the installation of Child Safety fencing by Paul Lewis **GD**
 - 9.4 Ref 8.3: Costings for additional entrance gate safety fencing by Paul Lewis **GD**
 - 9.5 Ref 8.4: Update with regards temporary public safety signage **GD**
 - 9.6 Revisions to Roger Smith mowing agreement, to now include the Play Area
10. **Updates on the Parish Council Burial Ground (MR GD)**
 - 10.1 Formal registration of burials of Lindsey Brookes and Grances Marshall **GD**
 - 10.2 Proper payment fee requested to Humpris Funerals for Marshall burial **GD**
 - 10.3 Registration of the burial ground Green Bin for WNC emptying by JR
 - 10.4 9 Mar: Request to add inscription for Derek Sykes on memorial for Mary Sykes
11. **Correspondence received by Councillors**
 - 11.1 8 Mar: N-CALC mini eUpdate 08/03 – Banking; Employment changes
 - 11.2 9 Mar: N-CALC Training Newsletter – March 2024
 - 11.3 9 Mar: N-CALC mini eUpdate 01/03 – Permitted development (relaxations) consult'n
 - 11.4 11 Mar: Marcus Young rates increase 1st April to £3.80 + VAT per dog bin weekly
 - 11.5 20 Mar: Your say on post 16 school travel in WNC
 - 11.6 21 Mar: N-CALC mini eUpdate 15/03 – I want to make a complaint... (updated)

- 11.7 27 Mar: Free Mature Drivers Roadshow 7 May in Rushden – limited places
- 11.8 27 Mar: WNC carried out 12,500 m2 of road repairs since Aug 23 with their new kit
- 11.9 27 Mar: WNC Annual Report - 9 sides of self-promoting priorities. Rural?

12. Planning (items available at wnc.planning-register.co.uk + Advanced Planning + Parish)

- 12.1 2024/1696/TCA: Works to fell 1x pine tree at Amaryllis Cottage, The Green OX17 2BB by 16 April.
- 12.2 2024/0930/TCA: Works to 1x Horse Chestnut tree at The Stable Cottage, Culworth Road OX17 2AP. No Councillor comments.
- 12.3 2024/0861/PNHPD: Whether prior approval required regards amenity impact for a proposed single storey rear extension at 7 Barley Hill OX17 2AR. Councillors had no objections to this proposal: 20 Mar. Pending.
- 12.4 2024/1304/FULL: Conversion of outbuildings to form a single dwelling and associated garage and store at Culworth Fields, Weston Road OX17 2HN. Councillors had no objections to this proposal: 20 Mar. Pending.
- 12.5 2024/0813/PA: Application for Prior Approval for an agricultural barn for the purpose of grazing livestock, storing machinery, grain and hay at Peas Furlong Cottage, Banbury Road OX17 2HL. Parish Councillors Objected to this proposal since it would be dangerous for the frequent egress of slow moving agricultural vehicles onto a very busy and fast (60 mph limit) country road. Danger is further increased by the proposed access being within a hidden dip, where there is thought to be a history of accidents to the access nearly opposite that being proposed: 20 Mar. It was agreed that this should be called before the planning committee, rather than the use of delegated powers **AE**.
- 12.6 2024/0315/TCA: tree work at Mountfield, High Street OX17 2BR to include removal of Leylandi, removal of Monkey Puzzle and removal of Ash tree. No Objections 13 Mar.

13. Audit and Accounts

- 13.1 Consider Clerk's hours expended to 31st March 2024
- 13.2 Consider budget update to the end of the financial year 2022-23
- 13.3 First half Precept received from West Northants Unitary Council?
- 13.4 Ref 15.2: Clerk's update with regards Pensions Enrolment (none below £10,000 pa)
- 13.5 Ref 15.2: Clerk's registration of PAYE to obtain a P60 for half year 2023-24
- 13.6 Ref 15.3: Update on VAT recovery for the Cricket field and Play Field expenditures
- 13.7 Transfer of funds to obtain interest on council's existing Saver Account
- 13.6 Ref 15.10: Updates to Parish Council Asset Register (+play equipment, bin & bench)
- 13.7 Review of 2021 Tree Report (3 years ago, ten year time frame)
- 13.8 Consider and approve the Parish Council payments listed below

14. Councillors' Comments

- 15. Date of next meeting: **Wednesday 9th May Annual General Meeting at 7pm**

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 April 2024

Proposed payments for approval at the Parish Council Meeting

Description / Power	Amount	VAT	Total
Village Hall hire 2023-24: 9 meetings at £18 and 1 meeting at £9 for:- 17/1/23; 23/2/23; 22/3/23; 6/6/23; 13/7/23; 7/9/23; 9/11/23; 11/1/24; 8/2/24; 14/3/24	£171.00	-	£171.00
Northants-CALC annual membership to 2025 upon 308 electorate	£282.28	-	
NALC annual membership to 2025 based on 308 electorate	£24.46	-	
N-CALC Internal Audit service, per letter of engagement	£420.00	£84.00	
N-CALC Data Protection Officer services	£12.00	£2.40	£825.14
Cllr Jose Rowling expenses for Burial Ground WNC green bin contract to Mar 25:	£58.00	-	£58.00
Gary Denby Parish Clerk gross remuneration and expenses (2 weeks) including home office expenses 14 Mar – 27 Mar Additional 10 hours for systems catch-up to end of Q1	£114.08 £13.00 £142.60		
Gary Denby Parish Clerk gross remuneration and expenses (2 weeks) including home office expenses 28 Mar – 10 Apr Clerk expenses for Cricket Pavilion green bin contract to Mar 2025	£129.36 £14.30 £58.00	-	£471.34
Transfer of £20,000 from the Unity Trust T1 account 20425843 (current balance £31,900) to the Former Play Park Instant Access Saver Account 20425869 to gain interest (2.75% at 4.8.23).	-	-	£20,000
Yu Energy Street lighting electricity charges 01 – 29 Feb 2024 (DD) 43.5 p/day standing; 27.08 day 27.08 night p/kWh	£107.48 £14.86	£5.37 £0.74	£128.45
Yu Energy Street lighting electricity charges 01 – 31 Mar 2024 (DD) 43.5 p/day standing; 27.08 day 27.08 night p/kWh	£121.53 £15.78	£6.08 £0.79	£144.18