

**MINUTES OF MEETING OF CULWORTH PARISH COUNCIL MEETING  
held on Tuesday 18<sup>th</sup> April 2023 at 8.10pm in the Village Hall**

<b>Present:</b>	Andrew Wilby (AW)	Chairman
	Stuart Rolt (SR)	Vice Chairman
	David Mumford (DM)	Councillor
	Martin Rowling (MR)	Councillor
	John Mullins-Blyth (JMB)	Councillor
(8 total)	Rebecca Boasman (RB)	Parish Clerk (emailed notes provided)
<b>Public:</b>	Alison Eastwood (AE)	WNC Unitary Councillor
	Maddy Green	

Welcome to members and the public from AW.

1. Apologies received – Cllr Nancy Guinness
2. Councillor declarations of interest & dispensations in the following agenda items - None
3. members of the public – see above.

4. **Public Concerns** (prior notice the the Chair or the Parish Clerk is recommended)

AE prompted a discussion upon the West Northamptonshire Council charging residents for the removal of their green waste. There was also discussion on WNC's approach to the repair of potholes and whey they were so selective (why not all of them in an area?).

5. Receive minutes as an accurate record of the Parish Council official acts and decisions held on **23<sup>rd</sup> February 2023**. Decision not noted, presumed to be acceptable by all the Councillors present.

**6. Matters Arising from previous Parish Council minutes**

- 6.1 There was discussion over the possible provision of 20 mph restriction signs within the village. This is reliant upon WNC Highways approving the request – to be looked into by Steve Kerridge.
- 6.2 What is the process of consulting the nearby residents with regards the play park? What concerns do they have with regards parking on Banbury Lane, noise, nuisance and litter? The school have offered to become litter wardens.

**7. Community Park Update**

- 7.1 Maddy provided a verbal report, to be supplied. Hopefully the park equipment installation will be completed by the children's summer holidays.
- 7.2 Guidance received is that WNC planning permission is not required for the installation. Congratulations are to be passed to the team who have brought the project to fruition.
- 7.3 Cricket Cottage, Well House, Gingerbread Cottage and Steve's house may be impacted. Steve Kerridge will be invited to put forward some ideas for fencing and more generally, which would make this more acceptable.

7.4 VAT is to be reclaimed by the Parish Council **RB**.

## **8. Culworth Hill Field Trust (CHFT) Update – None received.**

## **9. Defibrillator Update**

9.1 JMB has arranged a First Aid training course on **Saturday morning 22 April 2023**.

9.2 If moving the defibrillator, it generally requires some mains power (so it is visible at night; also cooled in the summer and warmed in the winter so always ready for action). BT will be contacted **JMB**. Maybe use battery power or solar power?

## **10. King's Coronation event on 6-7<sup>th</sup> May 2023**

10.1 It was agreed that this shall be similar to the Queen's Jubilee event, with the opening of the cricket pavilion. Information about it is to be distributed by email.

10.2 A street closure shall be applied for on Sunday 7<sup>th</sup> May, to facilitate lunches on The Green **RB**.

10.3 There shall be no beacon. However, the Parish Council will look into the cost of a public bench and possible memorabilia **RB**.

10.4 There are 307 on the village's electoral, facilitating Section 137 expenditure of £8.82 per person, totalling £2,707.72 from Parish Council reserves if needed.

## **11. Village Newsletter vacancy for an Editor**

It was agreed to contact Danny Moody at N-CALC to clarify any legal obligations upon the Parish Council to facilitate this. What is necessary to be published and where? There's an ongoing search for a suitably skilled village volunteer **ALL**.

## **12. Finances**

12.1 Receipts – none recorded

12.2 Payments – none recorded

12.3 Parish Account:	£33,931.99	on 11 Apr 2023
12.4 CHFT Account:	£8,229.05	calculated, not on the bank statement
12.5 Community Park Account	<u>£7,970.64</u>	calculated, not on the bank statement
12.6 <b>Total cash assets:</b>	<b>£50,131.68</b>	

12.7 Further VAT is to be reclaimed for the public works. **RB** to clarify this.

12.8 A draft set of Parish Council accounts for 2022-23 has kindly been prepared by the former Clerk Jose Rowling and distributed to Councillors (see APPENDIX A). These will be adopted at the AGM meeting.

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

- 13.1 WNS/2023/0199/FUL: Proposed Erection Of A Garage/Home-Office To Replace An Existing Barn And Installation Of Solar Panels at The Barn Paddocks Farm High Street OX17 2BE by 13<sup>th</sup> March 2023. Council's decision not recorded. Decision Pending.
- 13.2 WNS/2023/0156/FUL & LBC: Conversion of an existing garage building to provide first floor ancillary accommodation, and the associated building works at Fulford House, The Green OX17 2BB by 8<sup>th</sup> March 2023. Council's decision not recorded. Decision Pending.

**14. Correspondence**

- 14.1 WNC have queried the possible reinstatement of Neighbourhood Watch in the village (requires volunteers). It was agreed this was unnecessary by all Councillors present.

**15. Any Other Business**

- 15.1 Rebecca Boasman was welcomed as the new Parish Clerk. It was agreed to continue meeting on the third Tuesday evening of every other month.
- 15.2 There are blocked Highways drains down by Culworth Garage. Find out how to report these (likely to be on [fixmystreet.northamptonshire.gov.uk](http://fixmystreet.northamptonshire.gov.uk) ). This can be by any member of the public.
- 15.3 WNC have requested all parishes to contribute to *their Asset Mapping project*, enabling them to locate their assets and responsibilities as the new, incoming Unitary council. This has a focus on public grit and litter bins, street lights and the likes. They have provided modest funding and training for their recording within Parish Online.

This raised issues with regards the Parish Council's own asset list, also whether it should formally register as public space (with evidence of 20 years unencumbered use), the potential 'ransom strips' at one entrance of the cricket field and to the allotments. This will become a future Parish Council project.

**16. Date of next meeting: Tuesday 20<sup>th</sup> June 2023, 7.30pm in the Village Hall.**

Meeting closed at 8.35 pm

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**Chairman**

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**Date**

# APPENDIX A: DRAFT PARISH COUNCIL ACCOUNTS FOR 2022-23 BY JR

## Culworth Parish Council

### Receipts & Payments Account for the Year ended 31 March 2023

	<u>2021-22</u>		<u>2022-23</u>
<b>Receipts</b>			
	23,500	Precept	25,000
	331	Burials and Monuments	331
		Bank Interest	152
	6	Wayleave	5
		Sport England Grant	110,020
		Culworth Village Hall	14,000
		Culworth Cricket Club	6,000
		Culworth Community Park	656
	2,846	Community Infrastructure Levy	
	228	NCALC Asset Mapping	
	69	Culworth Hill Field Trust	
	1,356	VAT Recovered	16,428
	<b>£ 28,336</b>		<b>£ 172,592</b>
<b>Payments</b>			
	1,245	Street Lighting (inc Maintenance)	2,232
	1,153	Village Maintenance	880
	855	Burial Ground Maintenance	643
	746	Culworth Castle Maintenance	2,960
	695	Recreation Field Maintenance	599
	257	Cricket Field Maintenance	387
	600	Tree Surgeon	880
	1,165	Dog Fouling Bins & Maintenance	1,274
		Cricket Field Improvements	114,288
	638	Bus Shelter & Misc Repairs	213
	199	Salt Bins	
	185	Church Clock (Parish Councils Act 1957 1.2)	185
	519	Newsletters and Reports	400
	296	Website Fees	220
	6,473	Clerk's Salary	6,472
	1,224	Administration Expenses	897
		Hire of Hall	117
	72	Bank Charges	72
	594	Insurance	834
	407	NCALC, SLCC & ACRE Subscriptions	466
	1,517	Election	
	229	Training	282
	485	Audit	200
	1,358	VAT Recoverable	25,307
		<b>Section 137 (max = £8.82 x 308 = £2,716.56)</b>	
	17	Royal British Legion / War Memorial	20
	227	Queen's Jubilee	1,749
	244	Covid Lockdown Event	1,769
	100	Section 142 (Citizen's Advice Bureau)	100
	<b>£ 21,256</b>		<b>£ 161,677</b>
<b>Summary</b>			
	24,537	Balance brought forward from last year	31,617
	28,336	Add Receipts (above)	172,592
	52,873		204,209
	21,256	Less Payments (above)	161,677
	<b>£ 31,617</b>	Balance carried forward to next year	<b>£ 42,532</b>
<b>Represented by:</b>			
	31,617	Unity Bank - General Account	33,905
		Unity Bank - Cricket Field Account	7,971
		Unity Bank - Community Park Account	656
	<b>£ 31,617</b>		<b>£ 42,532</b>