

# CULWORTH PARISH COUNCIL

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

## AGENDA

### **The General Meeting of Culworth Parish Council** **To be held at 7pm on Monday 14<sup>th</sup> July 2025 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 **12<sup>th</sup> June 2025** as an accurate record of the Parish Council official acts and decisions.
4. Receive reports and minutes from the **Annual Parish Meeting** held on 3<sup>rd</sup> April 2025.
5. **Public Concerns** (prior notice the the Chair or the Parish Clerk is recommended)
6. **Matters Arising** from previous Parish Council minutes
  - 6.1 Ref 10: Quotation received from Steve Smith for cricket ground wall re-pointing?
  - 6.2 Ref 11: Appointment of Vice Chair – was carried forward  
(included in all Chair-Clerk correspondences; a rapid pick-up if needed).
  - 6.3 Ref 11.1: Appointment of an Accounts Committee and corresponding signatories
7. **Consider N-CALC advertisement for a replacement Parish Clerk in the Autumn**
8. **Budgeting considerations for an annual £1,000 pa for community events**  
*AW proposal: "That the Council allocate a budget of this allocation for successive years £1000 for Community Events for the current civic year and review this allocation annually as part of the budgeting process."*
9. Culworth Burial Ground update: £37 cheque received for a monument re-inscription
10. Community Hill Field Trust (CHFT) update **AW**
11. **Consideration of new Clerk and Chair email addresses utilisation**
12. **Update on Culworth Christmas Paper Trail and its budget**
13. **Correspondence received by Councillors**
14. **Planning (items available at [wnc.planning-register.co.uk](http://wnc.planning-register.co.uk) + Advanced Planning + Parish)**
  - 14.1 2025/2686/TCA: Notification of tree work at Puzzle Cottage, Queens Street OX17 2AT for intended tree works including: Remove 1x Ash tree and work to 1x Oak tree in the Conservation Area by 24<sup>th</sup> July.
15. **Audit and Accounts**

- 15.1 Receive update on Parish Accounts to 30 June 2025 (Q2)
- 15.2 Update on the new Street Lighting electricity contract
- 15.3 Opening an additional Parish Council savings account for Christmas Paper Trail
- 15.4 Consider and approve the Parish Council payments listed below

## 16. Items for the next Parish Council agenda

- 17. Date of next meeting: **Thursday 4<sup>th</sup> September, 7pm** in the village hall

## IN CAMERA DUE TO FINANCIAL IMPLICATIONS & COMMERCIAL CONFIDENCE

- 18. **Consider obligations and financial commitments required of the Parish Council**  
*AW proposal: "That the Council welcome and agree to the strategy and action plan provided by the CHFT for the provision of the new Village Hall/Pavilion on the Hill Field."*

## 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



9 July 2025

## Proposed payments for approval at the Parish Council Meeting

Description / Power	Amount	VAT	Total
<b>Cuttlefish</b> Parish Council web site <a href="http://culworthparishcouncil.gov.uk">culworthparishcouncil.gov.uk</a> domain renewal to 4 June 2026; Clerk email address <a href="mailto:clerk@culworthparishcouncil.gov.uk">clerk@culworthparishcouncil.gov.uk</a> to 31 May 2026 (late payment 2 July 2025) Local Government Act 1972, Section 142 Local Government Info	£75.00 £35.00	£22.00	£132.00
<b>Cartwright Landscapes</b> mowing of Greens and other areas on 9 <sup>th</sup> , 26 <sup>th</sup> June 2025 (C46399). Open Spaces Act 1906, ss.9 and 10	£140.00	£28.00	£168.00
<b>Staniford</b> expenses for Culworth Fun Day: Cash & Carry, Lidl, Gas Local Government Act 1972, Section 145 Provision of entertainment	£294.96		£294.96
<b>Almond Tree Strategic Consulting</b> Ltd on behalf of CHFT for development of draft prospectus including travel expenses	£2,100.00 £51.30	£430.26	£2,581.56
<b>Gary Denby</b> Parish Clerk gross remuneration and expenses (4 weeks) including home office expenses 15 May – 11 June 2025 Defibshop replacement Mediana A15 Defibrillator Pad Local Government Act 1972 Appointment of Staff s.112	£258.72 £28.60 £79.95	£15.99	£383.26
<b>Yu Energy</b> Street lighting electricity charges 01 – 30 Jun 2025 (DD) 360 p/day standing; 47.5 p/kWh (Inv 02775248 FINAL). Highways Act 1980, lighting functions s.98	Night £117.42 Day £36.91 Stand £108.00	£13.12	<b>£275.45</b>
<b>Valda Energy</b> Street Lighting charges 01 – 31 July 2025 (DD 19/07) 481.5 kWh @ 37 p/kWh and 31 days at 100 p/day 24 month contract. Highways Act 1980, lighting functions s.98	Elect £178.16 Stand £31.00	£10.46	<b>£219.62</b>
<b>Transfer</b> return of monies moved by Unity Trust Bank to cover over-draw on current T2 account on 25 April 2025	From T2 Acct 5843	To Saver Acct 5869	£272.94
<b>Transfer</b> return of monies used to keep current T2 account in credit in mid-late April 2025, due to late payment of Precept by WNC	From T2 Acct 5843	To Saver Acct 5856	£3,000.00
<b>Transfer</b> of PC T2 Funds to make CHFT saver account 20425869 reconcile with report 24 July 2024 having a <b>surplus £14,118</b> . Subsequent draw-downs under CHFT instruction.			TBA