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These are the Minutes of an ordinary Parish Council meeting which was held on 8th January 2024 in Newnham Village Hall.

Present: Parish Councilors: *Cllrs S. Armstrong, D. Bastin, T. Collins, G. Hammersley, V. Reynolds*

Present: WNC Councillor: *Cllr R. Frost*

Clerk: *Elaine Gibbon*

There were 2 members of the public present.

Item No	*Business*	*Action by*
01.01.24	**To receive and approve apologies for absence** *Cllr J. Simpson* **RESOLVED:** *That reason for absence be approved.*	
02.01.24	**Declarations of Interest for items on the agenda** *There were no declarations of interest.*	
03.01.24	**To approve and sign the Minutes of the Parish Council Meeting held on 4th December 2023** *On a proposal by Cllr Bastin, the Minutes were approved and signed by Cllr G. Hammersley as a true and accurate record.*	*Cllr Hammersley*
04.01.24	**Public Time (3 minutes per speaker)** WNC Cllr Rupert Frost gave his report to the meeting: *Cllr Frost is maintaining regular contact with WNC Planning Department to try and re-establish links to the planning software.* *Cllr Frost confirmed that the Pothole Pro has been rolled out across West Northamptonshire by WNC.* *Cllr Frost emphasised the importance of keeping the dialogue going between NPC and WNC with regard to the timescale/details of the drainage work on Badby Road to be carried out.. It was unanimously agreed that the work that has been carried out thus far has made a significant improvement.* *Cllr Frost is looking into what formula is used by WNC with regard to the mowing grant.*	*WNC Cllr Frost*
05.01.24	**Vacancy for Parish Councillor – update** *Cllr Hammersley explained to the meeting how the process of co-opting councillors (to NPC) works in the light of there being 2 members of the public present this evening - Steve Gray and Jane Astle have both expressed interest in becoming councillors.*	*All*

Co-option of Parish Councillors – On a proposal by Cllr Hammersley, it was RESOLVED that Steve Gray and Jane Astle both be co-opted to the council. The proposal was approved unanimously. It was agreed that notwithstanding taking up office today, the declarations of acceptance of office may be signed at or before the next meeting. Clerk to send the relevant joining documentation to the new councillors.

As a result of this positive development, it was agreed that the 'Parish in the Pub' meeting on Thursday 18th January at 7pm should go ahead but with a different agenda.

06.01.24 **Traffic Calming**

(a) Update on the status of the SIDs — *Rob Tonge*

Rob Tonge clarified that, whilst the unit is solar powered, the supplier recommendation is to charge the batteries during the winter months (when there is less sun) to ensure peak performance.With regard to whether there are any charges involved relating to the returned SID, it is thought unlikely as the unit has never worked properly since installation.

(b) Data from the SIDs — *Cllrs Armstrong, Hammersley*

Cllr Armstrong has received latest data and Cllr Hammersley will forward this onto the Road Safety Team. There has been no feedback from the Road Safety Team to date.

07.01.24 **Budget 24/25**

The budget was finalised and approved but with an amended precept figure of £34,722.00

08.01.24 **Precept for 24/25**

(a) *A precept of £34,722.00 was approved unanimously* — *All*

(b) *Cllr Hammersley and the Clerk signed the (completed) PR1 – Estimated Precept Form 2024/25. This will now be returned to parish.precepts@westnorthants.gov.uk* — *Cllrs Hammersley, Clerk*

09.01.24 **Correspondence & Ad Hoc Items**

(a) Christmas Event – 23 December — *Cllr Hammersley*

It was unanimously agreed that this event was an unqualified success – a good turnout – and positive feedback from the village. Cllr Hammersley proposed that this event should be repeated next year but with more involvement from other village organisations. A big thank you to all those who helped with marquee erection/deconstruction.

(b) Green Waste Bin at Burial Ground — *Clerk*

This bin has been damaged beyond repair – reported to WNC – and a new bin is on its way.

(c) Defibrillator Training

(i) Periodic Review of units — *Cllr Reynolds*

Cllr Reynolds inspected both units on Saturday 6th January 2024 and will do this on a regular basis.

(ii) Registration on The Circuit — *Clerk*

The Clerk has successfully registered both units on The Circuit and the information is now up to date.

(iii) Confirm Donation of £150 for Defib Training — *Clerk*

It has been APPROVED that we will donate the sum of £150 to South Northants Community Responders relating to the training held on 20th November. Clerk to do bank transfer.

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(d) Action Log – matters arising (if any)
Cllr Hammersley went through each action and additions and updates were agreed. — *All*

10.01.24 Financial

(a) Bank balance at 3rd January 2024 is £34,839.30 of which £33,451.89 is held in the interest-bearing account.

(b) Ratify and approve payment of the invoices: — *All*

On a proposal by Cllr Reynolds, it was RESOLVED that the payment made since the date of the last meeting (4/12/23) under (a) on the January 2024 meeting Invoices Schedule (below) is ratified.

On a proposal by Cllr Reynolds, it was RESOLVED that the payments of invoices under (b) on the January 2024 meeting Invoices Schedule (below) were all approved.

The Direct Debits, Standing Orders and regular monthly payments listed under (c) on the January 2024 meeting Invoices Schedule (below) are noted for information only.

(c) Monies received (since the last meeting): *£270 burial of the late Mr Malcolm Payne and £238.88 bank interest.*

(d) Q3 Bank Reconciliation – for the period 1/10/23 to 31/12/23
The Clerk had circulated this report prior to the meeting. It was approved and signed.

(e) Expenditure against Budget – 3rd Quarter — *Cllr Collins*
Cllr Collins presented this and it was approved.

(f) VAT Reclaim for the period 08/04/22 to 01/04/23
The VAT reclaim amount of £5,756.01 has been submitted to HMRC (posted 04/01/2024) — *Clerk*

(g) Financial Accounting Software
This will be looked at at the next meeting — *Clerk*

11.01.24 Working Parties and Projects for 2024/25
Deferred to the next meeting

12.01.24 Policy Reviews
Clerk to look on PC website to locate policies and then make a list of all policies together with dates they need to be reviewed. — *Clerk*

13.01.24 Planning

(a) **Issues:** *None notified*

(b) **Applications: *2023/7886/FULL – 4 Bradbury Road, Newnham NN11 3HD*** *– Rear single storey extension, new front porch and shingle replacement with cladding to front and rear* — *Clerk*
An objection to the above planning application has been raised with the Parish Council. It was agreed that the response box on the application will be completed asking for the proposed work to be carried out in a sympathetic manner in keeping with the

rest of the street and the Clerk will email the member of the public who raised the objection accordingly.

2023/7243/FULL – 8 Thornton Close, Newnham NN11 3HW – *Proposed two storey side extension*
As the deadline for comments for this application has passed (29 December 2023), this is for information only.

(c) **Decisions**: *None notified*

14.01.24 Health & Safety

(a) Burial Ground – *Leaf clearance update. Deferred to next meeting* — *Cllr Simpson*

(b) Churchyard – *Update re faculty and planning permission Deferred to next meeting.* — *Cllr Simpson*

(c) Play Area – *Monthly checklist from Alf Reynolds, Handyperson. Cllr Hammersely to contact Alf Reynolds regarding the checklist.* — *Cllr Hammersley*

15.01.24 Items for Discussion at the next Meeting
The future of the website – with or without 2Commune? — *All*

16.01.24 Date of Next Meeting
Monday 5 February 2024 at 7pm in the Village Hall — *All*

JANUARY 2024 MEETING SCHEDULE OF INVOICES

(a) Ratify the following payment made since the date of the last meeting (4 December 2023):

	Payee	Details	Amount	VAT	Total	Stat.Power
B/P	Rob Haynes	Inv 116 – bank and leaf clearance – Staverton Road and Wet Lane	£165.00		£165.00	OSA 1906 – Sec's 10 & 15 & LGA 1972 – S.111

(b) Approve payment of the following invoices:

	Payee	Details	Amount	VAT	Total	Stat.Power
	NVHMC	Hire of hall 4/12/23 x 2 hours	16.00		16.00	LGA 72 – Sec 111
	Elaine Gibbon (Amazon)	Printer Cartridge	25.67	5.13	30.80	LGA 72 – Sec 111
	Rob Tonge Bartora	Inv B123423 dated 31/12/2023 covering SIDs maintenance from 31/10/23 to 17/11/23 & removing poppies from lamp posts to 31/12/2023	90.00		90.00	LGA 72 – Sec 111

(c) Direct Debits, Standing orders & regular monthly payments:

	Payee	**Details**	**Amount**	**VAT**	**Total**	**Stat.Power**
D/D	Yu Energy Retail Ltd	Unmetered supply to Street Lights Bill 01334884 (01/11/23 to 30/11/23) **Paid on 08/12/23**	61.45	3.07	64.52	LGA 72 – Sec 111
D/D	Yu Energy Retail Ltd	Unmetered supply to Street Lights Bill 01334885 (01/11/23 to 30/11/23) **Paid on 08/12/23**	10.86	0.54	11.40	LGA 72 – Sec 111
S/O	Gigaclear	Broadband – Village Hall – Bill No G05314789 16/12/23 to 15/01/24 **Paid on 27/12/23**	30.00	6.00	36.00	LGA 72 – Sec 111
B/P	Elaine Gibbon	Clerk's Salary (November 2023) **Paid 01/12/23**	640.80		640.80	LGA 72 – Sec 111
B/P	Elaine Gibbon	Clerk's Salary (December 2023) **Paid 02/01/24**	482.30		482.30	LGA 72 – Sec 111
B/P	Unity Bank	Quarterly account service charge	18.00		18.00	LGA 72 – Sec 111

Clerk: Elaine Gibbon
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