



**NAPTON ON THE HILL
PARISH COUNCIL**

**Monday 3rd June 2019
Napton Village Hall 7.30pm
Minutes**

Present: Cllrs Gooderham (Chair), Alsop and Veasey. J. Warman (Clerk). County Councillor Andy Crump

1. Apologies for Absence were received from: Cllrs Woodcock, Heaf and Clarke. District Cllr Nigel Rock
2. **Declaration of Personal or Disclosable Pecuniary Interests:** Taken by item
3. **Filming and recording of meetings:** The meeting was made aware of the rules
4. **Minutes of meetings of 13th May:** These were agreed as a true record and signed
5. **Matters arising**
 - CRT response re Holt Road: CRT have undertaken repairs
 - Hedge at bottom of Priors Marston Road: carry forward
 - Viewing platform: Bill Line has been instructed to undertake work
 - Street lighting: Cllr Veasey gave a detailed report on the situation on School Hill. The delay is due, in part, to a refusal by WCC to grant the necessary road closure order. Cllr Crump agreed to chase this. Cllr Crump pointed out that many of the lights in Southam have been adopted by WCC. The Clerk was asked to investigate whether this is an option for at least some areas of Napton. The lamp on Dog Lane should be repaired mid June. This is being done FOC by AC Lloyd.
 - Blocked drain outside Tarrants has been reported. Another, opposite Chestnut Cottage, now also needs reporting.
 - The hedges on the Doles road need cutting back: Carry forward.
 - Privet hedge in the garden of Wood View needs cutting back: resident has cut hedge.
 - Response to resident's concerns over Council's response to planning appeal APP/J3720/W/19/3222541: In light of comments received NPC contacted the Planning Inspector and asked that the comments from the Neighbourhood Plan be disregarded.

6. Comments and Questions from the Public:

The meeting was made aware of an event planned for the morning of Sat 29th June at Napton Village Hall. Creating Low-Carbon Communities is aimed at sharing ideas and best practice as well as launching a new grant scheme. To register for the event go to

7. Planning Matters:

Application(s) reference: 19/01322/FUL

Proposed : Proposed single storey rear extension
At : 6 Hillside Croft, Napton-on-the-Hill, Southam, CV47 8NU
For : Mr Andrew McGinlay

It was resolved to object to this application on the basis that it would be detrimental to the adjacent property and does not comply with planning regulations regarding the "45 degree" rule.

Application(s) reference: 19/01044/FUL

Proposed : Lower ground floor extension and alterations to existing dormer.
At : Endene, Southam Road, Napton-on-the-Hill, Southam CV47 8NG
For : Mr & Mrs M Scott

It was resolved to support this application

Application(s) reference: 18/02485/FUL

Proposed : Conversion of a barn into a holiday let
At : Lock Cottage, Folly Lane, Napton-on-the-Hill, Southam CV47 8NZ
For : Mr Nigel Wood

It was resolved to support this application but to request a condition to ensure appropriate materials are used.

8. Reports from District and County Councillors: A copy of Cllr Rock's report is attached to the minutes.

Cllr Crump reminded the meeting that the deadline for applications to his grant scheme is 5.00pm on Friday 7th June.

The Hospital to Home scheme is now underway and is aimed at getting people home from hospital as soon as possible.

9. Finance issues:

- A summary of income and expenditure of the War Memorial Working Party over the past 2 years was presented to the meeting (copy attached). The a representative of the group stated that they had funds of just over £1,000 but that a couple of the memorial trees and the picnic bench at the observer post may shortly need replacing. The group is looking at the 2020 anniversary of VE day and are already in discussion with the bell ringers and other groups about how best to commemorate the day.
- The payments listed in appendix 1 were approved

10. Audit requirements:

- Councillors reviewed the report by the Council's internal auditor. There were no major issues but there was a recommendation that the quarterly review of finances by Councillors be formalised.
- Councillors reviewed and approved the Annual Governance Statement for 2018/2019.

- Councillors reviewed the Accounting Statement for 2081/19 as provided by the Clerk.
- The Accounting Statement was accepted and signed by the Chair.

11. Granton Playfields refurbishment update: 3 tenders were received. These were assessed by 2 members of St Lawrence School PTA plus the Chair & Clerk. Wicksteed have been appointed as the preferred contractor. A decision on the WREN grant is due by 7th or 8th June. The Clerk reported that the manufacture of the equipment could take up to 10 weeks. This means installation is unlikely to take place until late summer/early autumn. It was noted that the representatives from the PTA preferred that installation should take place during school holidays rather than at the start of the new school year in Sept as they felt this would be less disruptive. Exact timings will be determined once the final detail of the work has been agreed.

12. Document review:

- Risk register – it was agreed that a simple “operations manual” is needed to sit alongside this document which will set out the procedure for the reporting of incidents, inspection of equipment etc. Carry forward.
- Standing orders – these were reviewed. No changes were felt necessary at the time.
- Financial standing orders - these were reviewed. No changes were felt necessary at the time.

13. Highways issues: The Clerk reported that a number of potholes have been reported to WCC and that a meeting is planned with AC Lloyd and WCC later this month to discuss remedial works.

It was reported that an informal request had been received from a resident wishing to create off road parking. Whilst supporting the concept of reducing the number of cars parked on the road, the Parish Council has several questions about this proposal and it was agreed to seek advice from the Area Surveyor before forming an opinion

14. Neighbourhood Development Plan: Consultation responses have now been recorded. A meeting is planned for mid June to discuss what changes, if any, should be made to the plan in the light of the comments received.

15. Correspondence: The Clerk reported that the Police & Crime Commissioner has offered to attend a Parish Council meeting. It was suggested that he be invited to either the Sept, October or February meetings.

16. Councillor's urgent items: None

17. Date of next meeting: Monday 1st July. It was agreed to pencil in a meeting on Monday 5th Aug in case any urgent planning applications need to be discussed.