

NAPTON ON THE HILL PARISH COUNCIL

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Date: 1st October 2024
 To: All Parish Councillors
 From: Mrs Courtney Adam, Clerk to Napton-on-the-Hill Parish Council

Dear Councillor,

You are hereby summoned to a meeting of Napton-on-the-Hill Parish Council in the Napton Village Hall (main hall) on **Monday 7th October 2024** at 7:15 p.m. when the under mentioned business will be transacted.

AGENDA

| | Action |
|---|--------|
| 1 - To receive and approve (if requested) apologies for absence: | |
| 2 - To receive declarations of interest under the Council's Code of Conduct related to business on the agenda: | |
| 3 – To receive and approve for signature the minutes of the meeting held on Monday 2nd September 2024 & Monday 30th September 2024: | |
| 4 – To note any matters arising from the minutes not included on this agenda for report only: <ul style="list-style-type: none"> • Street Lighting – JV • Sports Field Floodlights – IW • Emergency Plan - IW • Defibrillator: External Box – CA • Brick Footpath School Hill/Hackwell Bank – RW • Naming Road between Butt Hill and Dog Lane – CA • Skate Park Graffiti – RP/CA | |
| 5 – Update from District/County Councillors: Members of the public have the opportunity to ask questions on the reports (circulated in advance). | |
| 6 – Comments and Questions from the Public: Parishioners are invited to address the Council on any relevant matter for a maximum of 3 minutes. | |
| <p style="text-align: center;">.....</p> <p>From this point on the public are asked to note that they are welcome to observe the debate but may only speak with the permission of the Chair.</p> <p>When making decisions Councillors will bear in mind the following issues:-</p> <ul style="list-style-type: none"> • equal opportunities • crime prevention | |

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| <ul style="list-style-type: none"> • unlawful discrimination • biodiversity of natural habitat • combatting climate change and other best practice | |
| <p>7 – Planning Matters:</p> <p>Updates on Applications Using Delegated Authority:</p> <p>24/00881/FUL – Magdalen – ‘Maintained No Representation’ with additional comments and concerns as stated previously.</p> <p>Application(s) reference: 24/02139/LDE</p> <p>Proposed: The use of the property known as The Annexe, Cornwood Farm, Stockton, CV47 8HU as a self-contained independent unit of residential accommodation</p> <p>At: The Annexe, Cornwood Farm, Napton Road, Stockton, Southam CV47 8HU</p> <p>For: Mr Antony Barrett North Common Property Holdings Ltd</p> | |
| <p>8 – Gate Between Granton Playing Field and School Field</p> <ul style="list-style-type: none"> • To discuss and decide how to handle reported maintenance issues. | |
| <p>9 – Village Gateways</p> <ul style="list-style-type: none"> • To discuss and decide potentially procuring and installing village gateways at the village entry points based on quotes obtained. | * |
| <p>10 – Grit Bins</p> <ul style="list-style-type: none"> • To discuss and decide which grit bins to purchase based on quotations received. | * |
| <p>11 – Memorial Bench on School Hill by Important View 6</p> <ul style="list-style-type: none"> • To discuss and decide how to handle maintenance issues. | RW |
| <p>12 – School Field</p> <ul style="list-style-type: none"> • To discuss and decide rescinding the previous decision to award the contract as not able to deliver. • To discuss and decide awarding a new contract based on the new/updated quotes received. | RW/JW* |
| <p>13 – Unsolicited Hedge Trimming</p> <ul style="list-style-type: none"> • To discuss and decide how NPC should handle the unsolicited hedge trimming in the village. | |
| <p>14 – Citizen of the Year</p> <ul style="list-style-type: none"> • To provide a verbal update. | |
| <p>15 – Notice of Conclusion of Audit 2023/24</p> <ul style="list-style-type: none"> • To notify the completion of the external audit for 2023/24 and provide the auditor’s report, which can be found on the NPC website. | CA |

16 – Climate and Environment

RP

- Verbal update from C&E working party on current issues and suggestions for actions going forward.

17 – Finance Matters:

- To provide an update on the insurance renewal on October 1st, 2024.
- To provide an update on the use of delegated authority for the annual playground inspection.
- To approve payments/note payments paid listed below.

Napton Parish Council

Payments Approval List

October 2024

| NO | Gross Amount £ | Invoice Date | Details |
|--------------|-------------------|--------------|--|
| 242 | £39.22 | 08/08/24 | Courtney Adam – NALC: The Future of Neighbourhood Plans Training (RW) – September 2024 - PAID |
| 243 | £504.00 | 22/08/24 | Moore East Midlands – External Audit 2023/24 |
| 244 | £661.82 | 04/09/24 | Npower – Energy Charge August 2024 – PAID |
| 245 | £90.00 | 10/09/24 | Frank Mann – Spraying of Footpath from Hackwell Bank & Hackwell Steps – September 2024 - PAID |
| 246 | £1,062.12 | 30/09/24 | Staff Costs September 2024 - PAID |
| 247 | £80.10 | 30/09/24 | Staff Costs September 2024 - PAID |
| 248 | £73.88 | 30/09/24 | PAYE & National Insurance September 2024 – PAID |
| 249 | £304.70 | 30/09/24 | Warwickshire County Council - Pension Payment September 2024 – PAID |
| 250 | £594.00 | 23/09/24 | Frank Mann – Hedge Cutting on Poplar Road Allotments – September 2024 - PAID |
| 251 | £12,060.00 | 16/09/24 | Kingfisher Lighting – Sports Field Floodlights – Invoice 1 |
| 252 | £726.02 | 19/09/24 | Kingfisher Lighting – Sports Field Floodlights – Invoice 2 |
| 253 | £16,320.00 | 24/09/24 | Kingfisher Lighting – Sports Field Floodlights – Invoice 3 |
| 254 | £20.80 | 18/09/24 | Unity Trust – Service Charge Fee (Reversed) - PAID |
| 255 | £1,668.74 | 14/08/24 | Clear Councils – Annual Renewal 01/10/24-30/09/25 - PAID |
| 256 | £59.69 | 30/09/24 | Staff Expenses September 2024 – Phone Data, Keyboard/Mouse & WFH |
| 257 | £64.00 | 01/10/24 | Napton Village Hall – Rental Charges JAS 2024 |
| 258 | £126.95 | 01/10/24 | Clear Councils – Annual Renewal – Additional Premium – Astro Turf Upgrade |
| TOTAL | £34,456.04 | | |

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| 18 – Councillor Updates: | |
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- Items not included on the agenda requiring acknowledgement (*for information purposes only*).

Signed: 