

# Great Oxendon Parish Council

Village Hall, Main Street, Great Oxendon

Minutes of the Ordinary Meeting held on Monday 14<sup>th</sup> March 2022 at 7.30pm

**Present:** Cllr Steedman (Chair), Cllr Patel-Brown, Cllr Lindsay-Smith, Cllr Rumsey, Cllr Hogarth

**Also Present:** Cllr Harris

**107. Apologies for Absence were received:** Cllr Barker, Cllr Irving-Swift, Cllr Parker

**108. Declaration of Personal and Prejudicial Interests** under the Councils Code of Conduct related to business on the agenda – None received.

**109. Minutes of the Ordinary Meeting held on 14 Feb 2022.**

Approved. Prop: Cllr Lindsay-Smith, Sec: Cllr Steedman

**110. Matters arising from the Minutes of the Meetings held on 14 Feb 2022 –**

- i. **(89ii) Councillor Vacancy** – A reminder there are still 2 casual vacancies for a Parish Councillor. For more information, please contact the Clerk. Noted.
- ii. **(93) Repair/Replacement of Safety Barrier around Raised Land** – Ongoing. Update due at next meeting.
- iii. **A508 Island** – Update from Cllr Steedman. Meeting attended with Highways on 3<sup>rd</sup> March. Prior to the meeting the island had been repaired. Further discussions concerning the A508 under Item 117 (ii) Highways
- iv. **Bench Refurbishments** – Item discussed under 117 (iii) Public rights of way
- v. **Platinum Jubilee Celebrations** – Update from Cllr Steedman. Plans are ongoing. Small sum of money identified. Update at next meeting.

**111. Open Forum** – No members of the public in attendance.

Cllr Harris gave an update to the Council.

West Northamptonshire Council has recently published the first edition of the new Town and Parish Briefing, circulated to all at the beginning of the month via the Clerk. This newsletter aims to provide a monthly round-up of news and information from West Northamptonshire Council.

The old 'Daventry Calling' will also be published in November, now called 'West Northants Calling'. This will be issued twice a year.

The BIG CONVERSATION has been launched by West Northamptonshire Council, which is an online forum where residents and businesses can have their say on anything and everything to help develop future plans on a range of topics. A link to the forum can be found here:

<https://thrive.westnorthants.gov.uk/welcome> Anyone can join the online conversation to post comments and suggestions anonymously, vote to support the ideas of others and simply read what is being shared.

The Green Bin subscription has now reopened for the new year and the Council has now signed up to the 100 UK Net Zero pledge which is a public declaration to be net zero by 2040.

**112. GDPR Policies** – Deferred from previous meeting. All documents were circulated prior to meeting for comment.

- i. ICO Certificate
- ii. Privacy Policy
- iii. Data Breach
- iv. Data Protection
- v. Record Retention
- vi. Copy of ICO factsheet
- vii. New - Subject Access Request
- viii. New - Acceptance of DPO

Approved and readopted. Prop: Cllr Lindsay-Smith, Sec: Cllr Patel-Brown

**113. Policy: Financial and Management Risk Register** – Document re-adopted. Document circulated for comment prior to meeting. Approved. Prop: Cllr Rumsey, Sec: Cllr Hogarth

**114. \*New\* Speed Sign Project** - Deferred from February Meeting

A working group has been set up comprising of Cllr Steedman, Cllr Rumsey, and the Clerk to explore options. Update due at next meeting.

Cllr Hogarth gave an update on the smaller existing speed sign. It is being collected Friday and has now been recalibrated from 40 to 30mph. This sign will be placed on Main Street/ Clipston Lane.

**115. Finance:**

- i. The monthly payments were approved. (Listed below)  
Prop: Cllr Lindsay-Smith, Sec: Cllr Patel-Brown

Date of Meeting: 14th March 2022

**Payments to be Approved not yet Paid**

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
01/03/2022	Mrs Sarah Smith	Parish Clerk Salary - Mar22 & Annual WFH Allowance	501.80	0.00	501.80
18/02/2022	Your Locale	Neighbourhood Plan - Inv 5	3,000.00	600.00	3,600.00
06/02/2022	Village Hall	Village Hall Hire 2021/22	105.00	0.00	105.00
01/02/2022	Matt King	Bus Shelter Clean	40.00	0.00	40.00

**Payments to be Approved - Paid via Direct Debit**

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
25/02/2022	BT Group PLC	Broadband & Telephone - Direct Debit	29.95	5.99	35.94

**Invoices presented for Signature - Payment resolved at Previous Meeting**

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
17/01/2022	J Steedman	Bus Shelter Repairs - Inv 1033	2,010.02	402.00	2,412.02
14/12/2021	Eon	Q4 Maintenance Invoice - Overdue from Dec21	37.37	7.47	44.84

- ii. Receive the accounts to 28<sup>th</sup> Feb 2022
  - a. Receipts
  - b. Expenditure
  - c. Bank Reconciliation
  - d. Statement of Reserves
  - e. Neighbourhood Plan Grants Expenditure
  - f. Spend v Budget
  - g. Copy of Payments to be Approved
  - h. HSBC Bank Statement – Community Account
  - i. HSBC Bank Statement – Reserve Money Manager Account

All Accounts approved. Prop: Cllr Lindsay-Smith, Sec: Cllr Patel-Brown

**116. Planning and Licensing Consultations:**

- i. **Noted: Draft Public Spaces Protection Order Consultation: ownership of dogs and prohibition of smoking in certain places**

West Northamptonshire Council (WNC) is considering whether to make a new Public Spaces Protection Order (PSPO) to promote responsible dog ownership and prohibit smoking in certain public spaces across the former administrative council areas of Daventry District and South Northants.

**This consultation opens on Monday 21<sup>st</sup> February and closes at midnight on Monday 4<sup>th</sup> April 2021.**

**117. Update from Councillors with regards to Areas of Responsibility**

- i. **Neighbourhood Plan** – Councillor Hogarth

Regular meetings of all groups are now taking place. The 'Environment' group are looking at significant views, the 'Building' group are defining the village boundary and the 'Sustainability' group are working on engagement. Analysis of the questionnaire can now be viewed on request.

A total grant of 13k has been obtained to continue work with the consultants. The estimated date of submission of the Neighbourhood Plan is the end of 2022.

- ii. **Highways**– Councillor Rumsey

Cllr Steedman, Cllr Rumsey, and Cllr Irving-Swift attended a meeting with Helen Howard, Highways Community Liaison Office on the 3<sup>rd</sup> of March. The island on the A508 had been repaired prior to the meeting. Various discussions were had relating to traffic calming measures. It was noted that the hatchings/markings on the road were worn. Ideas were sought from the Council. Suggestions included installing an extra set of 40mph signs near the gates, followed by a flashing speed sign. The illumination of signs and the entrance to the village was deemed to be the number one priority. Cllr Harris mentioned the step-down speeds already in place in Maidwell as an idea.

A proposal will be drawn up and submitted to Highways for consideration.

- iii. **Public Rights of Way** – Councillor Lindsay-Smith

Cllr Lindsay-Smith walked all footpaths in the village recently and noted flooding and inaccessible areas, a few overgrown trees, all to be expected for this time of year.

The Council noted that the hedge at the top of the village has now been removed completely.

Cllr Lindsay-Smith produced a report detailing the condition of all the benches in the village. There are 8 benches in total with optional additions that include the church and bus shelter benches. The next stage will be to obtain quotes to be presented at the next meeting to decide which if all are to be included in the refurb. It was noted that at the site of bench 7 the Millennium stone required a clean.

iv. **Police & Community Safety**

Councillor Barker was absent from the meeting. Update due in April.

v. **Environment**

Nothing to report

vi. **Community engagement and communication** – Councillor Patel-Brown

Cllr Patel-Brown will update the new villagers document and a new photograph will be required. It was agreed that it would be best to do this within the next couple of months when everybody is present.

vii. **Lighting** - Councillor Patel-Brown

There was discussion around the lamp situated in the pub car park to whether it belonged to the Council. It was noted that it needed repairing.

viii. **Audit and Compliance** – rota basis

Nothing to report.

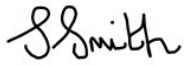
**118. Urgent Matters for report only** (Notified to the Chairman before the meeting) - None

**119. Date and Time of Next Meeting** – The next meeting will be held on **Monday 11<sup>th</sup> April 2022**, 7:30pm at the Village Hall, Great Oxendon.

**For Note - Dates of Future Meetings**

Monday 11th April 2022  
Monday 9th May 2022  
Monday 13th June 2022  
Monday 11th July 2022  
Monday 8th August 2022  
Monday 12th Sept 2022  
Monday 10th Oct 2022  
Monday 14th Nov 2022  
Monday 12th Dec 2022  
Monday 9th Jan 2023  
Monday 13th Feb 2023  
Monday 13th Mar 2023  
Monday 17th Apr 2023

120. The meeting was closed at 8:37pm



Mrs Sarah Smith, Parish Clerk  
Great Oxendon Parish Council

Email: [parishcouncil@greatoxendon.org](mailto:parishcouncil@greatoxendon.org)  
Web: <http://www.greatoxendon.org>

Date & Signature of Chairman

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17.03.22