

## Great Oxendon Parish Council

All Councillors are hereby summoned to attend an Ordinary Meeting of Great Oxendon Parish Council to be held at the Village Hall, Main Street, Great Oxendon on Monday 12<sup>th</sup> February 2024 at 7.30pm

*Members of the public and press are invited to attend and to participate in the Open Forum*

### AGENDA

361. To receive and approve apologies for absence.

362. To receive Declaration of Personal and Prejudicial Interests under the Council's Code of Conduct related to business on the agenda. *(Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)*

363. To receive and approve for signature the minutes of the meeting held on 8 Jan 2024 and extraordinary held on 22<sup>nd</sup> Jan 2024

364. Matters arising from the Minutes of the Meetings held on 8 Jan 2024

- i. **(345i) Plant a Tree for Jubilee** – Ongoing. Purchase of tree to be actioned by Cllr Lindsay-Smith
- ii. **(345ii) Councillor Vacancies x2** – A reminder there are 2 casual vacancies for Parish Councillors. For more information please contact the Clerk or alternatively come along to a meeting to see what it is all about.

365. **Open Forum** (Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting)

#### 366. Policies

- i. Asset Register – Requires a refresh and resolution by next month before audit.
- ii. GDPR Policies
  - Data Breach Policy
  - Data Protection Policy
  - Privacy Policy
  - Record Retention
  - Subject Access Request Procedure
  - Acceptance Notice of NCALC as DPO
  - ICO Registration Certificate
- iii. Website Accessibility – Our website provider has carried out an assessment and confirmed all is compliant.

367. **Grass Mowing Contract 2024/25** – Resolution for renewal.

#### 368. General Village Maintenance

369. **WNC Planning Briefing: S106/CIL & Unpaid CIL** – Clerk attended Zoom session re information on CIL. Query to Councillors of any outstanding payments for works that have commenced.

**370. Village Hall & Public Meetings – Sound system – Cllr Steedman**

**371. Finance:**

- i. Resolution to approve the monthly payments:

Date of Meeting: 12th February 2024

**Payments to be Approved not yet Paid**

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
01/02/2024	Mrs Sarah Smith	Parish Clerk Salary - Feb24	351.06	0.00	351.06
31/12/2023	Great Oxendon Village Hall	Village Hall Hire for Meetings 2023	205.00	0.00	205.00
01/02/2024	M King	Bus Shelter Clean - Jan'24	40.00	0.00	40.00

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

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
11/01/2024	BT Group PLC	Telephone and Broadband - Jan24	34.00	5.59	39.59

**Payments to be Approved - Awaiting Invoice**

DATE	PAID TO	DESCRIPTION	NET	VAT	TOTAL
	Roy Goode Services	Safety barrier Repairs	975.00	0.00	975.00

- ii. Resolution of any additional payments not listed above
- iii. Receive the accounts to 31<sup>st</sup> January 2024
- 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. Bank Statements

**372. Planning and Licensing Consultations:**

**Planning**

- **Golden Paddock, Braybrooke Road** – Awaiting planning committee date.
- **Wormslade Farm, Clipston Road** – Objection letter sent on behalf of PC on 30/01/24.

**Consultations**

- i. **WNC Consultation: Local Cycling and Walking Infrastructure Plans** - We are asking people to share views on the draft proposals for Brackley, Daventry, and Towcester Local Cycling and Walking Infrastructure Plans. **This consultation closes midnight Sunday 25 February 2024**
- ii. **Harborough District Council** – Four public consultations regarding strategic and local planning.
- Issues and Options (Reg 18) - To seek views on the development options for a new district-wide Local Plan
  - Call for Sites 2024
  - Great Easton Conservation Area Appraisal
  - Local List on Non-Designated Heritage Assets (proposed additions)

Further information available at: [www.harborough.gov.uk/new-local-plan](http://www.harborough.gov.uk/new-local-plan)

**Deadline for comments is Tuesday 27 February 2024**

For all West Northamptonshire Consultation details please visit - <https://westnorthants.citizenspace.com>

**373.** To receive an update from Councillors with regards to areas of responsibility:

- i. **Planning and Neighbourhood Plan** – Councillor Hogarth
  - Neighbourhood Plan Update
  - Clerk – Planning enforcement report
- ii. **Highways** – Councillor Rumsey/Councillor Lindsay-Smith
  - Speed Sign – New Highways Post – Clerk chased for update, expected to be installed this month.
  - Drain – Main Street - Update
  - Car parked on Main Street
  - Other Highways Issues
- iii. **Public Rights of Way** – Councillor Lindsay-Smith
  - Bench Refurbishment Update – Ongoing. Delay due to weather.
- iv. **Police & Community Safety** – Councillor Barker
- v. **Environment**
  - Cllr Steedman – Nesting sites for Swifts – Deferred from last meeting.
- vi. **Community Engagement and Communication** – Councillor Patel-Brown
- vii. **Lighting** - Councillor Patel-Brown
- viii. **Audit and Compliance** – None to report.

**374. Urgent Matters** for report only (Notified to the Chairman before the meeting)

**375.** Date and Time of Next Meeting – The next meeting will be held on **Monday 11<sup>th</sup> March 2024** at 7:30pm at the Village Hall, Great Oxendon.

***For Note - Dates of Future Meetings***

*Mon 11th Mar 2024*

*Mon 8th Apr 2024*

**376.** Close of Meeting



Mrs Sarah Smith, Parish Clerk  
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01.02.24