

CHACOMBE PARISH COUNCIL

E-mail: clerk@chacombeparishcouncil.org.uk

Minutes of a meeting of the Parish Council held on **Monday 3rd March 2025** at **7pm** at Chacombe Village Hall

Present: Cllr Tustian, Cllr Taylor, Cllr Williams, Cllr Wright.

In attendance – 1 member of the public, Clerk.

83) Public Time from 7-7:15pm – A parishioner raised concerns about the sewage works having been unable to cope with the extra water that went into the system sewage system after storms a couple of months ago which caused sewage to come up through the drains asked if the Parish Council (PC) can speak to Thames Water about this. **Cllr Taylor** advised that Thames Water are aware of this but he **agreed that he will speak to his contact at Thames Water again to advise them that this is still an issue.**

The member of the public left the meeting at 7:06pm.

84) Apologies – Apologies received from Cllr Jenkins. Apologies accepted – None.

85) Declaration of interests on items on the agenda – None.

86) To approve the minutes of the meeting held on 06.01.25 – The minutes were proposed, agreed, and duly signed.

87) Outstanding matters/actions from previous meetings

- a) Status of defibrillators – Both have been checked today and there are no issues.
 - i) School site
 - ii) The Ring
- b) Website updates – It was noted that some of the articles on the website that relate to village events are now out of date as they relate to June and July 2024. **Cllr Williams to remove these from the website.** The updates to the website are now complete so this item can be removed from the agenda but **‘Website content’ should be included on the next agenda.**
- c) Update re Cllr Jenkins getting access to online banking – Defer to next meeting.
- d) Consideration of dates to hold a public session for Defibrillator and CPR Training – **Clerk to book a date when St John Ambulance come back with availability details.**

88) Planning Applications received

2025/0464/LBC - Poplars Farm, 19 Silver Street, Chacombe. Fibre optic connection through Gigaclear. Shallow trench following previous service entry from Silver Street to Top Barn.
Support.

Planning Appeals received

APP/W2845/W/25/3358609 – Carpenters Cottage, 35 Banbury Road, Chacombe. Regularise amendments to S/2008/1323/P. Installation of glasshouse on east elevation (Retrospective), and proposed bathroom and ensuite to second floor. **No representation.**

APP/W2845/Y/25/3358608 – Carpenters Cottage, 35 Banbury Road, Chacombe. Listed Building Consent to regularise amendments to S/2008/1322/LB. Installation of glasshouse on east elevation (Retrospective), and proposed bathroom and ensuite to second floor. **No representation.**

Planning decisions received - None

89) To consider adopting a Chacombe Parish Council Sexual and General Harassment Policy –
Proposed and agreed.

90) Finance

- a) Approval of the bank statement balances as at 25.02.25 of £11,557.35 and £13,675.28 – Cllr Taylor confirmed the balances stated are correct.
- b) Consideration of booking a Parish Council training Session for after the May Elections at a cost of £300 + VAT – It was agreed to book a session for a suitable Monday at 7:30pm sometime between June and August. **Clerk to book the session and a suitable venue.**
- c) To confirm completion of the third quarterly (Oct to Dec) Internal Controls financial check for 2024-25 – Cllr Williams confirmed the check has been completed and all was found to be in order.
- d) To confirm completion of a quarterly asset inspection and agree any actions required – Completed – no issues raised.
- e) To agree a pension provider and what, if any, contribution the Parish Council would make to a pension scheme should the Clerk request to be enrolled onto a scheme – It was proposed and agreed to provide a pension scheme through NEST with a PC contribution of 5% on whole earnings. **Clerk to complete relevant processes to comply with pension legislation.**
- f) To note and approve the following payments and receipts:

Payments made since last meeting using delegated powers: Proposed and agreed.

31.12.24	SSE	Streetlighting Nov 24	£63.95
31.12.24	Unity Bank	Account fee	£6.00
17.01.25	SLCC	PIALC training	£144.00
28.01.25	Kirsty Buttle	Salary and SIM, One Drive, Spray paint	£633.22
28.01.25	HMRC	Tax Jan	£10.60
28.01.25	Chacombe Sports & Social	Christmas Tree	£50.00
31.01.25	SSE	Streetlighting Dec 24	£66.04
31.01.25	Unity Bank	Account fee	£6.00
25.02.25	Marcus Young Ltd	Dog waste bin emptying 24/25 financial year	£1,659.84
25.02.25	Kirsty Buttle	Salary and office Feb	£583.44
25.02.25	HMRC	Tax Feb	£10.40

Receipts: Noted.

31.12.24	Unity Bank	Interest	£191.88
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91) To agree a date for the Annual Parish Meeting 2025 – It was agreed that the meeting will take place at 6:30pm on 7th April. The main hall in the Village Hall is already booked so **Cllr Taylor to look for an alternative venue.**

92) To agree a replacement date for the May meeting due to the first Monday of the month being a bank holiday – proposed date is Tuesday 6th May – 6th May was agreed. **Clerk to amend Village Hall booking.**

93) Information exchange – Councillors were reminded about the application process for the upcoming elections. **Clerk to send details re the application process to all.**

West Northants Council (WNC) have been engaging with a number of parishioners and councillors regarding the impact of recent flooding and potential prevention measures going forward but they have advised they are not responsible for a number of ditches that need clearing so they will not be taking any further action on those. It was agreed that the **Clerk should send details of the ditches and landowners to WNC to ask them to write to the landowners requesting they clear the ditches in order to help prevent future flooding.**

The Bicester Hunt came through the village a few days ago and the PC has been asked if there is anything they can do about this. After some discussion it was felt that those involved didn't break any laws therefore there is nothing the PC can do about this.

Wood chippings available from WNC. It was agreed that the wood chippings would be useful on Berry Close. **Clerk to ask for confirmation as to whether the charge is per council (as per the e-mail) or per lorry load (as per the order form) and what the maximum allowed is.**

HS2 have a surplus of sapling trees and they will be donating some of them to Berry Close.

Meeting closed @ 8:39pm

Date of next meeting – 7th April 2025

Signed..... Date.....