

CHACOMBE PARISH COUNCIL

E-mail: clerk@chacombeparishcouncil.org.uk

Minutes of a Meeting of the Parish Council held on **Monday 7th July 2025** at **7pm** at Chacombe Village Hall

Present: Cllr Taylor, Cllr Wright, Cllr Merrow-Smith, Cllr Jenkins, Cllr Williams.

In attendance – 0 members of the public, Clerk

18) Public Time from 7-7:15pm – None.

19) Apologies – None.

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

21) To approve the minutes of the meeting held on 06.05.25 – The minutes were proposed, agreed, and duly signed.

22) Outstanding matters/actions from previous meetings

- a) Status of defibrillators – both defibrillators have been checked and no issues were found. It was noted that the defibrillator at the school will need a new battery in November and when the new defibrillator was purchased for The Ring it was agreed that the Parish Council (PC) would no longer replace consumables for the defibrillator in the school once the existing consumables expired. Since then the PC has purchased a replacement cabinet for the school defibrillator therefore it was felt that the PC view on this had changed. It was noted that in the last couple of years a new government initiative which included grants for schools was launched to try to get a defibrillator in every school. It was agreed that **Cllr Wright should ask the school if there are grants available to them for defibrillators that would allow them to purchase their own defibrillator using grant funding to go in the school** which would allow the PC to remove the defibrillator from the school and install it at the other end of the village to ensure the full village has easy access to a defibrillator. If there are no grants available to schools then the PC will leave the defibrillator on the school and will fund the replacement battery in November.
 - i) School site
 - ii) The Ring
- b) Website content – The front page has been updated with the front page of the Chacombe Chimes. Out of date documents have been removed and councillors Registers of Interests have been added.
- c) Update re Cllr Jenkins getting access to online banking – Cllr Jenkins advised that he has tried to get on but due to the delay in him doing this the bank now require an existing signatory to call the bank to confirm Cllr Jenkins should be added. **Cllr Taylor to call Unity Bank to confirm.**

23) Planning applications received

2025/2060/LBC – Sundial Cottage, 1 Wesley Place, Chacombe. Listed building consent to replace asbestos tiles with slate tiles. **Support.** (Response made using delegated powers).

2025/2643/FULL – Castle Farmhouse, Middleton Road, Chacombe. Extension to existing menage. **Support.**

Planning decisions received

2024/4794/FULL – Appletree Barn, Thorpe Road, Chacombe. Change of use and alteration of agricultural building (Use Class Sui Generis) to a dwelling (Use Class C3). **Approved.**

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. **Approved.**

Cllr Jenkins joined the meeting at 7:19pm.

- 24) To consider quotes for new fixed rate electricity contract for streetlighting** – It was noted that the PC has two MPANs which the councillors did not understand so it was agreed that if the MPANs are correct then the Ecotricity quote for 3 years should be accepted, but that before a contract is entered into the Clerk should check why there are 2 MPANs with National Grid as the main thing putting up the prices significantly is the standing charge so only having 1 MPAN would halve that charge. **Clerk to seek advice from National Grid.** It was agreed that **if the 2 MPANs are correct the Clerk should instruct Ecotricity on the 3 year contract. If the MPANs can be reduced to a single MPAN then it was agreed to delegate authority to the Clerk to get new quotes based on the single MPAN and instruct a provider subject to agreement from the councillors by e-mail,** due to the fact that the current contract expires on 31st July and there is not another meeting to discuss the issue until September, by which time the prices charged on the Standard Variable Rate will be significantly higher than those on a fixed rate which is the best option for the parish long term.
- 25) To appoint a Climate & Nature Champion to represent the council in matters relating to the climate, nature, and the environment** – It was proposed and agreed to appoint Cllr Merrow-Smith as the Climate & Nature Champion. **Cllr Merrow-Smith to complete registration.**
- 26) To consider a response to West Northants Council's consultation on the Draft Statement of Community Involvement (SCI) for West Northamptonshire Council's Planning Service** – It was agreed to delegate authority to the clerk to submit a response to the consultation with the support of Cllr Wright. **Clerk and Cllr Wright to get a response submitted before the deadline of 21st August.**
- 27) Finance**
- a) Approval of the bank statement balances as at 02.07.25 of £1,301.82 and £29,046.40 – Cllr Williams confirmed the balances stated are correct.
 - b) To confirm that as per the instructions of the PC at the last meeting the parish insurance has been arranged with Zurich at a cost of £396 – Proposed and agreed.
 - c) To confirm completion of the first quarterly (Apr to Jun) Internal Controls financial check for 2025-26 – Cllr Williams confirmed the check has taken place and all was found to be in order.
 - d) To note and approve the following payments and receipts:

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

30.05.25	Kirsty Buttle	Salary May and office	£578.81
30.05.25	HMRC	Tax and NI May	£24.03
30.05.25	Chacombe Village Hall	Hall hire Sep 2024 to May 2025	£42.00
03.06.25	NEST	Pension May	£42.02
30.04.25	SSE	Streetlighting March 25	£66.04
30.04.25	Unity Bank	Account fee	£6.00
29.05.25	SSE	Streetlighting Apr 25	£65.41
31.05.25	Unity Bank	Account fee	£6.00

09.06.25	ICO	Data Protection Fee	£47.00
18.06.25	D Eames	Bin liners	£29.15
18.06.25	Andrew Taylor	Refreshments for training	£6.30
18.06.25	Kirsty Buttle	Salary and office	£578.81
18.06.25	HMRC	Tax and NI Jun	£24.03
30.06.25	NEST	Pension Jun	£42.02
30.06.25	SSE	Streetlighting May 25	£67.55
30.06.25	Unity Bank	Account fee	£6.00

Receipts: Noted.

29.04.25	WNC	Precept	£10,174.00
30.06.25	Unity Bank	Interest	£140.86
02.07.25	WNC	Grass cutting contribution	£820.53

Payments yet to be made: Proposed and agreed.

Complete Ground Management Ltd	Grass cutting May	£819.60
NCALC	Whole council training	£324.00
Chacombe Methodist Chapel	Room hire 16th June	£15.00
Kirsty Buttle	Salary and office July	£578.81
HMRC	Tax and NI Jul 25	£24.03
NEST	Pension Jul 25	£42.02

28) To adopt an IT Policy – Proposed and agreed.

29) Information exchange – West Northants Council have finally provided a quote for repair to the company who damaged the bus shelter in January so it is hoped the repairs may take place soon. Cllr Taylor gave his apologies for the September meeting.

Meeting closed @ 7:46pm

Date of next meeting – 1st September 2025

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