

CHACOMBE PARISH COUNCIL

E-mail: clerk@chacombeparishcouncil.org.uk

Minutes of a meeting of the Parish Council held on **Monday 6th October 2025** at **7pm** at Chacombe Village Hall

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

In attendance – 1 member of the public, Clerk

40) Public Time from 7-7:15pm – A resident advised that the path in front of the houses on Thorpe Rd from the junction of Poplars Rd and Thorpe Rd is overgrown on the corner which makes it difficult to walk on the path. As the path is Parish Council (PC) owned it was agreed that a **Cllr will speak to the property owner to ask them to trim the conifers back.** The resident also raised concerns about the potholes near the pub going around Church Lane and Silver Street. **Clerk to report the potholes on Fixmystreet as the resident is unable to submit the report.** The resident also complained about dog waste being left on footpaths and grass areas. It was agreed that the **Clerk should put a note in the Chimes to highlight the dangers of not picking up dog waste.**

1 member of the public left the meeting at 7:10pm.

41) Apologies – None.

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

43) To approve the minutes of the meeting held on 01.09.25 – The minutes were proposed, agreed, and duly signed.

44) Outstanding matters/actions from previous meetings

- a) Status of defibrillators – The defibrillators have been checked and currently are ok but the battery on the school defibrillator now has only 1 bar left on it. The Clerk advised that the battery is due to be replaced sometime over the next 6 months so the **Clerk will order a new battery.**
 - i) School site
 - ii) The Ring

45) To consider whether to set up a Parish Council (PC) Facebook page and/or a WhatsApp group to communicate with the community – It was agreed to set up a Facebook profile to allow the Clerk to start posting information on the Village Voice Facebook page on behalf of the PC. **Clerk to set up a Facebook profile.**

46) To consider request from parishioner to consider repairing or replacing the noticeboards in the parish – It was agreed that the PC are happy to spend up to £500 on getting work done to the two PC owned noticeboards to smarten them up and prolong their life. **Clerk to inform parishioner to provide details of costs and go ahead with the work if it is below £500.**

47) To consider how to resolve concerns raised about the overgrown hedge from Wardington Road to Banbury Road, making it difficult for pedestrians to walk off the road – It was agreed that a contractor will be sought to cut it back.

48) To consider concerns raised about regularity of dog bin emptying and the repair of the dog bin knocked down on Berry Close – Both the Clerk and Cllr Taylor have been trying to get in contact with the contractor to discuss this but they are not getting any response. **Clerk and Cllr Taylor to continue to try to contact the contractor.**

49) PC support to Village Groups – It was suggested that as it is difficult to fill positions relating to governance in local village groups such as Chairman, and Treasurer, that maybe a single village group could be formed which combines a number of village groups who are struggling. The PC could provide some support to help manage some of the governance, potentially in the way of Clerk time, which leaves the volunteers who were more keen to provide manual/organisational help to spend more of their time doing the things they enjoy. **To go on next agenda for further discussion.**

50) To consider if there are any suitable locations to put forward to West Northants Council's (WNC) initiative to increase the number of electric vehicle chargers across West Northamptonshire – After some discussion it was agreed that subject to Highways' reviews of the safety of locations, the PC would support WNC considering using any of the PC owned lamp posts for electric vehicle chargers. **Clerk to inform WNC.**

51) To consider the possibility of installing outdoor exercise equipment somewhere in the parish – Defer to next meeting.

52) Planning applications received

2025/3318/S73 – Poplars Farm, 19 Silver Street, Chacombe. Variation of condition 2 (approved plans) for amendment to fenestration design and increase in the glazed links ridge height of planning permission WNS/2021/1873/FUL (Conversion and extension of redundant barn to separate family home incorporating adjacent former stable building via glazed link). **Support.** (Response made using delegated powers).

2025/3384/A73 – Apple Tree Barn, Thorpe Road, Chacombe. Variation of condition 2 (approved plans) to make changes to external elevations and internal layout. Revision to parking and garage building including revised siting of Planning Permission 2024/4794/FULL (Change of use and alteration of agricultural building (Use Class Sui Generis) to a dwelling (Use Class C3) and erection of detached garage (to include the removal of existing storage building)). **No representation.**

2025/3812/FULL – Chinner Farm, Thorpe Road, Chacombe. L-shaped stable & garage complex with habitable space/room over (renewal of WNS/2022/1253/FUL). **Support.**

Planning decisions received

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

53) Finance

- a) Approval of the bank statement balances as at 30.09.25 of £340.33 and £36,002.82 – Cllr Taylor confirmed the balances stated are correct.
- b) To confirm completion of the second quarterly (Jul to Sep) Internal Controls financial check for 2025-26 – Cllr Williams confirmed the check has taken place and all was found to be in order.
- c) To confirm completion of a quarterly asset inspection and agree any actions required – **Cllrs to send their inspection reports to the Clerk asap.**
- d) To note and approve the following payments and receipts:

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

29.08.25	NEST	Pension August	£48.75
31.08.25	Unity Bank	Account fee	£6.00
24.09.25	Complete Ground Management Ltd	Churchyard grass cutting 8th Aug	£124.20
24.09.25	E-on Energy Solutions	Streetlight Maintenance Apr to Jun	£79.20
24.09.25	E-on Energy Solutions	Streetlight Maintenance Jul to Sep	£79.20
24.09.25	Kirsty Buttle	Salary and office Sep	£592.98
24.09.25	HMRC	Tax and NI Sep	£30.36

30.09.25	NEST	Pension Sep	£43.36
30.09.25	Unity Bank	Account fee	£6.00

Receipts: Noted.

29.09.25	WNC	Precept	£10,174.00
29.09.25	Allotment Group	Allotment rent	£50.00
30.09.25	Unity Bank	Interest	£156.42

To approve payment of the following invoices: Proposed and agreed.

Parish Online	Annual access to mapping system	£57.60
---------------	---------------------------------	--------

54) To adopt an updated Risk Assessment – Proposed and agreed.

55) Information exchange – The Clerk advised she will not be present at the December meeting. Apologies were also received from Cllr Jenkins for the December meeting. A tree has been planted on the playing field and the playing field committee are looking for a bench to go around the tree and they wondered if the PC would be willing to consider funding the bench. **Cllr Jenkins to send details of the bench to the Clerk so the request can be considered at the December meeting.**

56) Proposal to exclude the public and the press from the meeting in order to discuss a staff matter
Proposed and agreed.

57) To review the Clerk's salary scale point in line with the Clerk's contract – The PC reviewed the scale point and agreed that for this year the scale point should not change.

Meeting closed @ 8:29pm.

Date of next meeting – 1st December 2025

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