

CHACOMBE PARISH COUNCIL

E-mail: clerk@chacombe-parish-council.org.uk

Minutes of a meeting of the Parish Council held on **Monday 4th September 2023** at **7pm** at
Chacombe Village Hall

Present: Cllr Taylor, Cllr Jenkins, Cllr Wright, Cllr Tustian, Cllr Castle, Cllr Wilkin, Cllr Williams, Clerk.

In attendance – 0 members of the public.

46) Public Time from 7-7:15pm – None.

47) Apologies – None.

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

49) To approve the minutes of the meeting held on 03.07.23 – The minutes were proposed, agreed, and duly signed.

50) Outstanding matters/actions from previous meetings

- a) Possible speed reduction methods in the parish – Cllr Castle has now received eight advisory 20mph speed signs with a list of instructions from West Northants Council (WNC) about their siting. The Parish Council (PC) will arrange for their siting at the most appropriate locations.
Cllr Taylor will discuss with the Vehicle Activated Sign (VAS) suppliers the possibility of changing the settings on the VASs to show the speed in red from 20 to 35mph rather than the current 30 to 45mph. It was agreed that the Clerk should put a note in the Chacombe Chimes advising parishioners of the next stage of the scheme.
- b) Status of defibrillators
 - i) School site – **Cllr Jenkins to arrange for the installation of the new cabinet asap. Cllr Wright to check the expiry date of the pads and advise clerk to order more if required.**
 - ii) The Ring – Cllr Williams agreed to complete the monthly checks on this defibrillator.
Clerk to send details of the checks that need to take place to Cllr Williams.
- c) Update re new streetlighting maintenance contract with E-on – The Clerk has instructed E-on but they have asked some additional questions regarding the specification of the lights which need to be clarified before the contract is put in place. **Clerk to continue to follow up.**
- d) Progress of website update – The update has been done and the new site will be go live later this week. It was agreed that the **Clerk should ask Sheerclass if they could add a page to the website to provide the information currently displayed on a separate Berry Close Charitable Trust website. It was also agreed to request a separate line of information on the contact us page showing the Village Hall contact details to try to reduce the number of calls the Clerk receives that are for the Village Hall rather than the PC.**
- e) Update re repairs required to alleyway from Thornhill and Thorpe Road – Cllr Wilkin reported on Fixmystreet but WNC say it is not bad enough for them to add to the list for repairs. The PC will continue to consider other options.
- f) To receive quotes for a scrape and sand of wooden seats on Thorpe Road and the Plantation – Defer to next meeting.
- g) Update re adding signatories to the bank mandate – Clerk has not received details from Cllr Castle or Cllr Wright so has not been able to request the mandate change. **Cllrs Castle and**

Wright to send details to the Clerk asap. It was also agreed to add Cllr Williams to the bank mandate. **Clerk to send Cllr Williams details of what information is required to add him to the mandate.**

51) Planning Applications received

2023/6114/FULL – Chacombe Hill Farm, Chacombe Hill Farm Track, Chacombe. Cabin for ancillary residential use. *If permission is granted we would like there to be a condition imposed that it is only for ancillary use of the occupants of Chacombe Hill Farm. The footpath access from Thorpe Road should not be considered as an alternative vehicular access. (Response made using delegated powers).*

2023/6035/FULL – Barns to the East, Chinner Farm, Thorpe Rd, Chacombe. Splitting of the big barn (buildings F & G) into two residential units following approval of planning permission WNS/2022/0745/FUL. *The Parish Council support this application. (Response made using delegated powers).*

2023/6234/FULL – 48 Thornhill Road, Chacombe. Replacement of fence with 3m high fencing on north and eastern rear boundaries. *No representation made.*

2023/6246/FULL – The Paddocks, Thorpe Road, Chacombe. Proposed stable building, hardstanding and access roadway. *No representation.*

Planning decisions received

WNS/2022/1231/FUL - Land between B4525 and Chacombe Road, Middleton Cheney. Partially seal existing farm access with hedgerow and install pedestrian access gate to Chacombe Road, Form new access off Chacombe Road Werving farm and proposed dog park, enclosure and parking. Dog park 50m x 160m. Moveable weather shelter and store. *Approved.*

52) To confirm completion of the quarterly asset checks and agree any actions required in response to the reports – Z2 and Z3 checks have been completed. The only issues seem to be about overgrown vegetation on some lamps and the benches still need to be sanded down. National Grid are planning to do work on the vegetation growing near power lines. See item 50f re benches. **Cllr Wright will complete the Z1 asset check for the next meeting.**

53) Finance

- Approval of the bank statement balances as at 29.08.23 of £147.12 and £18,520.86 – Cllr Wilkin confirmed the balances stated are correct.
- To confirm completion of the first quarterly (Apr to Jun) financial check for 2023-24 – Cllr Wilkin confirmed the check has taken place and all was found to be in order.

Cllr Jenkins joined the meeting at 7:57pm.

- To review the spend against budget to date – The PC confirmed receipt of the spend against budget document and felt there were no unexpected variances.
- To note and approve the following payments and receipts:

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

30.06.23	Unity Bank	Service charge	£18.00
18.07.23	SWALEC	Streetlighting 2 Jun to 3 Jul	£32.99
27.07.23	Kirsty Buttle	Salary and office July	£516.19
16.08.23	SWALEC	Streetlighting 4 Jul to 1 Aug	£30.48
17.08.23	Defib Store Ltd	Defib cabinet	£526.80
21.08.23	Complete Ground Management Ltd	Grass cutting July	£450.00
21.08.23	Kirsty Buttle	Salary and office August	£516.19

It was noted that a payment of £792 completed on 27.07.23 as part of a larger payment (£1584) to CGM for June grass cutting has been missed off this list. The PC also approved this payment. The other £792 included in this payment was approved at the July meeting.

Receipts: Noted.

30.06.23	Unity Bank	Interest	£115.73
31.07.23	Western Power	Wayleave	£59.39

54) Berry Close Charitable Trust (BCCT) Update – The Committee of the BCCT is in transition due to changes in personal circumstances. This leaves the trust with some vacancies in both the Chair and Secretary roles. (Cllr Castle is acting Chair in the interim). BCCT usually have a meeting once a quarter, and will be holding a meeting in the Stag Room at The George and Dragon at 7:45pm on Tuesday 12th with any interested parishioners invited to attend. **Clerk to arrange for a notice to go on the PC website re this meeting.**

55) Information exchange – Clerk and chair to arrange a meeting to complete the Clerk's annual appraisal. There have been some complaints about various issues including vehicles left on the road despite being registered as SORN, vehicles parked on verges/footpaths, pot holes etc. It was agreed that the **Clerk should put together an article to go in the Chacombe Chimes advising parishioners where they can report these and other issues.** There have been some complaints about the dog waste bins on Berry Close being full and people leaving their bags on the floor near the bins. Cllr Taylor has spoken to the contractor who empties the bins and he apologised and advised that they have had some staffing issues so the gap between emptying was a little longer than usual which may have caused the issue but the staffing issues have been resolved so weekly collections have resumed which is hoped will prevent this problem reoccurring.

Meeting closed @ 8:48pm.

Date of next meeting – 2nd October 2023

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