

NETTLEBED PARISH COUNCIL MEETING

Minutes of the meeting of the Nettlebed Parish Council at Nettlebed School,
High Street, Nettlebed on
Tuesday 7th January 2025 at 7.30pm

Councillors

Present: Chair: James Leach (JL)
Councillors: David Camburn (DC), Amanda Foister (AF),
Geoff Bond (GB), Ondrej Žacko (OZ), Paul
Overment (PO), Andy Bryan (AB)

In attendance: Parish Clerk: Jo Pugh (JP)

Also present: 1 member of the public

MINUTES

- 214/25 **To receive and accept apologies for Absence**
No apologies received.
- 215/25 **Declarations of interest and dispensations**
- i. **To receive declarations of interest from councillors on items on the agenda**
JL declared an interest in Grant Application as he is a Church Warden
 - ii. **To receive written requests for dispensations for disclosable pecuniary interests (if any)**
None
 - iii. **To grant any requests for dispensation as appropriate - A request for dispensation must be made on an individual basis**
None
- 216/25 **To facilitate public participation with regards to items on the agenda**
It should be noted that the time allocated for the public session is a total of 10 minutes for all those wishing to speak.
The Chair acknowledged the presence of Steve Marley, who had applied to become a member of the parish council (see item 225/25 below).
- 217/25 **To receive reports from District Councillor**
Monthly report received from Cllr Jo Robb and Cllr James Norman, SODC - available on NPC website.
- 218/25 **To receive reports from County Councillor**
No report received. GB informed the Council that drains have been cleared out at the North of the Village.
- 219/25 **To approve the Minutes** of the Parish Council Meeting held on 5th November 2024 and to accept the Minutes of the Crocker End Green Common Management Committee Extraordinary Meeting held on 19th November 2024 and approve the Parish Council Extraordinary Meeting held on 3rd December 2024

The Council **RESOLVED** that the draft minutes of the Full Council meeting held on 5th November and the Extraordinary Meeting held on 3rd December be accepted as a true record and accepted the draft minutes of the CEGCMC meeting held on 19th November.

220/25 **To consider vacancies and any applications for co-option**

Mr. Steve Marley was invited to introduce himself to the Council. He shared that he has been living in the area with his wife and stepson since 2020. He expressed an interest in joining the Council, highlighting his commitment to the community and his desire to contribute his time to make a positive impact. Mr. Marley founded an executive search business and now works three days a week, bringing expertise in project management, leadership, and decision-making. He conveyed his deep appreciation for the local area, particularly its green spaces, and his wish to help maintain and improve standards in the village. Cllr. Andy Bryan proposed the nomination and Cllr. Paul Overment seconded the proposal. The Council by majority **RESOLVED** that Mr Marley's nomination be accepted and welcomed him as a Councillor. Mr Marley signed his Acceptance of Office and Register of Member's Interests forms and joined the Councillors for the remainder of the meeting.

221/25 **Update on progress from the Minutes** – the Clerk / Chair to report on progress of outstanding items which do not require further decision.

- The red dog waste bin installed at the top of the allotment near the Priest Hill has been exchanged for a green one and is to be emptied fortnightly
- Siding out between the Nettlebed roundabout to Bix has been completed – the revealed/uncovered pavement is in fairly good condition, however a few areas have been marked by OCC for repairs
- 20mph roundels have been installed on the highway surface along Watlington Road and High Street.
- Brick Kiln: Maintenance work/ repointing - completed work looks good, however, progress appears to be on hold for finishing the top of the kiln.

222/25 **Neighbourhood Plan** – to discuss

JL reported that a resident had requested an informal meeting in February, to discuss the need for affordable housing within the community. JL to circulate potential dates to Councillors.

223/25 **Crocker End Green Common**

Clerk applied for a Councillor Grant of £500 towards the design, supply and installation of three byelaw signs however as the publication of the byelaws is a statutory requirement, the project was not eligible

- The verge on the area known as The Triangle has been reinstated and a trench dug inside the perimeter to deter parking. The solution has been mirrored on the verge opposite
- Following the work to the verge, concern regarding safety for horse riding has been reported to NPC and the Committee. OZ stated that if there is a safety issue it should be discussed and addressed asap. Following a discussion the Council requested that the Committee hold an Extraordinary meeting to discuss the safety concern and also consider holding Committee meetings more frequently – the Terms of Reference for the Committee would need to be amended.

Byelaw Signs - The Council **RESOLVED** to approve the costs from Higgs Group (Henley) for the design and production of clear acrylic graphics. The posts to be supplied and installed by TLGO. The Council agreed to the £750 cost (which includes a small contingency for design amends).

224/25 Website refresh – update

The migration to Parish Online is in progress. Parish councils are advised to use a .gov.uk domain for their email communications and websites to ensure the security of sensitive information and delivery of emails.

225/25 **Governance and Consultations**

The Council **RESOLVED** to agree the meeting dates shown at the end of these minutes. Meetings will continue to be held on Tuesday's at 7.30pm in the Village Club, Small Hall. **Action:** Clerk to book Village Club.

i. Review and adopt Financial Reserves Policy as previously circulated

Councillors **RESOLVED** to adopt the Financial Reserves Policy.

ii. Review and adopt Financial Regulations (as per the revised NALC model) as previously circulated

Councillors **RESOLVED** to adopt the Financial Regulation Policy.

226/25 **Finance**

The Council noted that the following amendments were made to authorised payments:

- Ref: 108 HMRC Payment November £46.18 agreed / £45.98 Paid
- Ref: 103 Salary November £1,040.03 agreed / £1,041.03 Paid
- Castle Water – November DD payment of £25.69 was not taken. For the period 01 Oct 2024 - 30 Nov 2024 the balance on the account was £1.11.

The water has been turned off for the winter.

CIL Report FY 2023-24 has been submitted to SODC.

i. NALC Pay Scales – to agree pay increase and consider calculation charge

An agreement has now been made by the National Joint Council in regards to the NALC Pay Scales effective from 1st April 2024. The Council **RESOLVED** to the increase to the Clerk's salary in line with the NALC Pay Scale and for PATA to calculate the arrears due from 1st April 2024 at a cost of £15.00

ii. Budget – to review the Draft Budget for 2025-26 and approve

The Council reviewed the draft budget and **RESOLVED** to accept draft Budget v5 as finalised at the meeting.

iii. Precept – to consider and agree the setting of the Precept level for 2025/26

Having agreed on the budget and considered the Reserves, the Council reviewed the Precept request and **RESOLVED** to approve a decrease of £3,000 from the previous year, setting it at £31,000. SODC informed the Parish that the Tax Base figure for 2025/26 will be 383.5 (up from 378.5 in the previous year). The annual cost to a Band D household will be approximately £80.83.

iv. To receive the Finance Report

Councillors **RESOLVED** to agree to accept the Financial Report which had been previously circulated.

As at 30th November (online download), the Accounts stood at:

	30 th November	31 st December
<u>Barclays Community Account</u>	£1,958.97	£1,284.44
<u>Barclays Premium Account</u>	£49,477.47	£49,657.45

Total Holdings £51,436.44 £50,941.89

		Amount	Date Cleared
Bank Transfer			
135	Transfer Barclays Premium to Bus acc	£3,000.00	28/11/24
Income Received			
137	Bank Interest Received	£179.98	02/12/24
Standing Orders			Date due to clear/cleared
132	Salary - Jan - month 10 - due 28.01	£tbc	28/01/25
134	Function 28 - Feb	£24.00	01/02/25
Direct Debits			Date due to clear/cleared
129	Castle Water 01.12.24-31.12.24	£0.00	n/a
133	iD Mobile Jan - due 17.01	£6.00	17/01/25
Payments made between meetings			Date Cleared
None			
Debit Card Payments Made			Date Cleared
None			
Outstanding Payments			
None			

v. To acknowledge scrutiny and acceptance of the previously circulated bank statement

Community Account Balance on:

08.11.24	£1,718.51	10.12.24	£2,670.00
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Business Premium Account Balance on:

08.11.24	£52,477.47	10.12.24	£49,657.45
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The Council **RESOLVED** to agree to accept the bank statements.

vii. Invoices for Payment – to consider and approve invoices for payment itemised on the schedule below:

Payment Schedule (does not include Standing Orders and Direct Debits)

Ref	Payee	Amount
BACS 128	Massimo Nicolosi - IT Support	£60.00
BACS 130	HMRC 6 Dec to 5 Jan month 9 PAYE 18.01	£46.18
BACS 131	LGPS 6 Dec to 5 Jan month 9 PAYE 18.01	£292.75
BACS 136	Parish Online - new website	£258.00
BACS 138	James Leach expenses - Photo image	£15.00
BACS 139	Shield Maintenance – Dog Waste bin	£386.90

The Council **RESOLVED** to make the payments listed above.

The Clerk had chased Ben Little for a start date on the maintenance work commissioned on 9th October in the play area – however there has been no contact – as this is a safety issue, Councillors agreed the Clerk should request that the wet-pour kit is returned and an alternative supplier engaged asap to complete the required work.

227/25 **Grants** – to consider any grant applications received / updates

Cllr. James Leach declared an interest as a Church Warden and did not take part in the discussion or vote. St. Bartholomew's Church applied for £500 in funding to upgrade its footpath. The Council considered the poor condition of the path, the aging demographics of the congregation as well as visitors with family buried in the churchyard and the path's increasing use as a shortcut by the community and visitors heading to the Cheese Shed. The Council **RESOLVED** to award St Bartholomew's PCC £500 towards upgrading the footpath.

228/25 **Training** – to consider any further training offered by OALC, NALC and SLCC

The Clerk had circulated a link to OALC training sessions. No training was requested by Councillors.

229/25 **Planning**

- i. **Planning Applications** – to consider all recent applications received from SODC detailed below and any other planning applications submitted and published on the SODC planning portal between the circulation of this agenda and the meeting.

None

To note notices of Planning Decisions

P24/S0465/FUL Groveridge Port Hill Nettlebed RG9 5RN

Variation of conditions 2 (Approved plans) & 3 (Materials) on planning application P23/S2025/HH - to allow for improved insulation and to mimic the existing materials on the property. (As supported by the Agent's email and Photographic schedule of materials received 15 October 2024). (Internal remodel, alterations to fenestration, external insulation added to ground and first floor and roof replacement). **REFUSED** (NPC: Objected to this application)

P24/S3318/LB Nags Head Cottage 6 High Street Nettlebed RG9 5DD

Replacement of cement rendering around two feet high which wraps around the front and back of the property with lime based render. **GRANTED** (NPC: no objections to this application)

P24/S3480/LB The Lodge Joyce Grove, Nettlebed RG9 5DE

Demolition of internal walls within part of existing rear enclosed courtyard structure and creation of a single storey rear extension together with associated alternations. **GRANTED** (NPC: no objections to this application)

P24/S3479/HH The Lodge Joyce Grove, Nettlebed RG9 5DE

Demolition of internal walls within part of existing rear enclosed courtyard structure and creation of a single storey rear extension together with associated alternations. **GRANTED** (NPC: no objections to this application)

230/25 Project Gigaclear – update

Residents have been informed by Gigaclear that work will soon begin on the funded broadband rollout in the area. However, NPC has not received any updates on whether SODC can grant rights for land they do not own. **Action:** Clerk to contact SODC for an update.

231/25 Village Matters

- i. Allotment update - DC

The water has been turned off for the winter and a meter reading submitted in December. TLGO mowed and strimmed part of the allotment to tidy it up. There was no

charge, as the work was completed during Lee's absence due to illness, which prevented him from carrying out village maintenance. The tenant of Plots 5 and 6 will be relinquishing them next year. A local resident has expressed interest in the plots but not confirmed.

ii. Play area – update

Action: JL & DC to carry out quarterly inspection and circulate.

iii. Traffic calming – update

No update

iv. Village Maintenance / Grass Cutting

Quote received from TLGO – includes £200 p/y to keep the bus shelters cobweb free and clear. Total £3,329.00 (an increase of 5% on previous year). The Council **RESOLVED** to accept the quote and continue with TLGO for 3 years – to be reviewed annually.

232/25 Nettlebed District Commons Conservators (NDCC) – update JL

No update. The next meeting is on 21st January.

233/25 Nettlebed School & Community Centre (NSCC) and Joint Use Committee

No update

234/25 Correspondence – to note correspondence received not otherwise on the agenda where decisions are not required

- Complaint from Crocker End resident regarding the installation of the trench on the verge opposite the triangle.
- Invitation to OCC Climate Engagement Webinar
- Survey: National Highways and Transport Public Satisfaction Survey 2024-25 – forwarded to NPC. Completed by DC, PO, JL, OZ, AB
- Consultation SLCC: Government Consultation: 'Strengthening The Standards and Conduct Framework For Local Authorities in England'

235/25 Chair's and Clerk's Report

- 20mph repeater signs have gone missing from The Green, they will be replaced within the month.

236/25 To raise any items for the agenda for the next Parish Council meeting

None

2025 Meetings:

4th Feb, 4th March, 1st April, 6th May, 20th May (Annual Parish Meeting), 3rd June,
1st July, 2nd September, 7th Oct, 4th Nov, 6th Jan 2026, 3rd Feb, 3rd March

