

NEWBOTTLE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE MEMORIAL HALL, CHARLTON ON MONDAY 16 MARCH 2026 AT 7.30PM

PRESENT: Chairman, Councillor Michael Loggin; Councillors Linda Baker, Jordan Bolton, Kevin Ridge and Matthew Walsh.

ALSO IN ATTENDANCE: One member of the public.

67/25 Apologies – Theresa Goss, Clerk and Responsible Financial Officer.

Resolved that the apologies be noted.

68/25 Declaration of Interests – There were no declarations of interest.

69/25 Minutes - The minutes of the meeting held on 19 January 2026 were taken as read, duly adopted and signed by the Chairman.

There were no matters arising.

Resolved that the minutes of the meeting held on 19 January 2026 be approved and signed by the Chairman.

70/25 Chairman's Announcements – The Chairman did not have any announcements.

71/25 Open Forum – The member of the public did not wish to address the Parish Council.

72/25 Reports from Unitary Authority Councillors – The Unitary Authority Councillors were not present and did not submit a report prior to the meeting.

73/25 Village Matters

- i) Playing Field and Pavilion – The Chairman updated the Parish Council on the meeting of the Playing Fields Association (PFA) held on 12 March 2026.

The Chairman advised that the planning application for the pavilion was currently being drafted. Once completed, the next steps would be to apply for further funding and to produce the Ecology report, which would be undertaken soon.

Resolved that the report be noted.

- ii) Myers Close Play Area – Councillor Jordan Bolton reported that he was continuing to source quotes and funding for the proposed new play equipment.

Resolved that the report be noted.

- iii) VAS on Green Lane – The Parish Council discussed the request for a VAS on Green Lane.

Prior to the meeting, the Clerk circulated a report to the Parish Council regarding the costs of the VAS and new pole, which was circa £5500, plus VAT. At the current time, the Parish Council did not have the funds to cover this cost and it was suggested that grant funding be investigated, by the resident who had submitted the initial request.

Resolved that the report be noted.

74/25 Parish Council Matters

- i) Co-option – There had not been any applications for co-option onto the Parish Council. There were currently two vacancies.

NEWBOTTLE PARISH COUNCIL

Resolved that the vacancies continue to be advertised. **Action TG**

- ii) Allotment Land in Myers Close – The Parish Council discussed an offer from Amplus to the Parish Council, to purchase allotment land in Myers Close. Councillors had been invited to attend an online meeting on 19 March 2026 at 4pm.

Resolved that the report be noted and this matter be deferred to the next meeting, once further information has been obtained from Amplus during the on-line meeting.

75/25 Planning

- i) **Resolved** that, it be noted that, since the last meeting, the Parish Council had considered the following planning application and works to trees, which had been submitted to West Northamptonshire Unity Authority:

2025/5002/FULL

Newbottle and Charlton Primary School, Green Lane, Charlton
Erection of new boundary fencing to secure the school playground and playing field and the planting of new shrubs as a screen
No objections

2025/4627/FULL

Jetty Cottage, Main Street, Charlton
Replacement of windows and external doors to Residence 7
No objections

2025/5176/TCA

1 The Walnuts, Main Street, Charlton
Walnut (t1) - crown reduction along the west boundary by approximately 2 metres in height, reducing the sides to suit. crown lifting to create approximately 4 metres above the drive and highway, and removal of any deadwood within the crown
No objections

2026/0298/FULL

Newbottle Farm, Green Lane, Kings Sutton
Erection of a free farrowing house
No objections

2026/0658/TCA

Newbottle and Charlton Primary School, Green Lane, Charlton
Tree works

2026/0671/TCA

Newbottle Manor Road to Church, Newbottle
Tree works

- ii) **Resolved** that, it be noted that, since the last meeting, the following planning applications had been determined by West Northants Unity Authority Planning Committee/Planning Officers:

2025/3238/S73

4 Cartwright Road, Charlton,
Variation of condition 2 Plans for amendments to garage roof, size of extension & fenestration to WNS/2022/2329/FUL (A rear extension to the dwelling and replacement of a flat roof at the rear with a pitched roof to match the original roof. Conversion and extension of the garage to create habitable accommodation, for use by family members and with short term holiday letting use)
Refused

NEWBOTTLE PARISH COUNCIL

2025/4519/106V

Myers Way, Charlton, Banbury

Request to convert shared equity property 33 Myers Way, Charlton, Banbury, Northants OX17 3DY to a market dwelling in respect of s106 dated 5 March 2001 for Land off Myers Way, Charlton referenced S/2000/1348

Withdrawn

2025/5260/LBC

Rose & Crown, Main Street, Charlton

Extend central ridge line chimney in matching materials to 1.8m inclusive of a 600mm chimney pot above the thatched roof line

Approved

76/25 Finance

- i) Financial Matters – Prior to the meeting, a number of financial documents had been circulated to the Parish Council.

Resolved that:

- 1) the accounts for payment be approved, as detailed in appendix 1 to the minutes;
- 2) the receipts since the last meeting, the uncashed payments & uncashed receipts and the bank reconciliation, as at 19 January 2026 for the bank accounts at Unity Trust Bank be noted; and
- 3) it be noted that Councillor Matthew Walsh, as Councillor for monitoring the Parish Council's internal controls, will sign the uncashed payments list, the uncashed receipts list, the bank reconciliation as at 28 February 2026 and the Unity Trust bank statements for February 2026.

- ii) Budget Monitoring 2025/2026 – The Parish Council considered the budget monitoring report for 2025/2026.

Resolved that the report be noted.

- iii) Parish Council Bank Account Signatories – The Parish Council considered adding another Councillor to the bank account as a signatory, which included authorising payments using on-line banking.

Resolved that the signatories on the Parish Council bank account be Theresa Goss (Clerk and Responsible Financial Officers) and Councillors Jordan Bolton, Michael Loggin, Kevin Ridge and Matthew Walsh. **Action TG**

77/25 **Correspondence** – There was no further correspondence.

78/25 Exclusion of the Public and Press

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minutes numbered 79/25 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

79/25 **Staffing Matters** - The Parish Council reviewed the salary of the Clerk and Responsible Financial Officer for 2026/2027.

Resolved that the Clerk and Responsible Financial Officer be moved onto SCP 29 from 1 April 2026. **Action TG**

80/25 **Meeting Dates** - The Parish Council noted the following meeting dates, all commencing at 7.30pm at the Memorial Hall, Charlton.

- 20 April 2026 (Annual Parish Meeting)
- 18 May 2026
- 20 July 2026

