

**WROXTON & BALSCOTE ANNUAL PARISH MEETING WROXTON & BALSCOTE PARISH COUNCIL
MINUTES OF ANNUAL PARISH MEETING AT
WROXTON VILLAGE HALL on 13th May 2024 at 7.00pm**

Present:

Cllr Harvey Marcovitch - Chairman
Cllr Duncan Collins
Cllr Michael Robarts
Cllr Miranda Ker
Cllr Terry Humphreys
Cllr Dominic Walshe
Cllr Sarah Colbert

Clerk: Gail Williams

Members of the Public

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23/24 Election of Chairman

Cllr Collins asked for nominations for the appointment of Chairman. The Members unanimously agreed that Cllr. Marcovitch should remain as Chairman.

24/24 Election of Vice Chairman

Cllr. Marcovitch asked for nominations for the appointment of Vice Chairman. The members unanimously agreed that Cllr Duncan Collins should remain as Vice Chairman.

25/24 Signing of Acceptance of Office

Cllr. Marcovitch & Cllr Collins accepted the office of Chairman and Vice Chairman, respectively. All paperwork was duly signed and passed to the Clerk.

26/24 Welcome, apologies and allocation of responsibilities

Cllr. Marcovitch welcomed the Councillors and members of the public to the meeting. Outgoing Cllr Garwood was thanked in his absence and new Councillor Terry Humphreys was welcomed.

Allocation of Responsibilities

Planning: *Balscote:* Cllr Robarts, Councillor Walshe, Cllr Marcovitch. *Wroxton:* Cllr Colbert, Cllr Humphreys, Cllr Ker & Cllr Collins.

Cemetery: Cllr Robarts, Cllr Ker & Cllr Collins

Highways: Cllr Walshe & Cllr Colbert

Closed Pub & Quarry liaison: Cllr Collins

Sports Field: Cllr Colbert

27/24 Matters arising from 2023 minutes, signed July 2023

No matters arising

28/24 Chairman's Report

Cllr. Marcovitch has circulated his annual report detailing the Council's activity over the past 12 months. The report was accepted by the Council. It will be published on the notice boards and village website following the meeting.

29/24 Election of Responsible Finance Officer

Cllr Marcovitch proposed Cllr. Michael Robarts as Responsible Finance Officer; this was unanimously agreed. Cllr Robarts noted that new financial regulations require scrutiny and sign off of bank reconciliations on a quarterly basis by a Councillor acting independently of the RFO and Clerk. Cllr Humphreys agreed to undertake this role.

30/24 Presentation of the 2023/24 Accounts

Cllr Roberts presented the 2023/24 accounts, referring to the financial summary he provided to members of the public and councillors. He confirmed that the Parish finances are in good shape. The Parish Council discharged all its responsibilities for the year and the accounts will be available for inspection from 5 June to 19 July 2024.

31/24 Annual Resolutions

Resolutions were adopted on 13 May 2024, as follows:-

- a) That the Annual Governance Statement and Annual Return for 2023/24 (Sections 1 and 2 of the AGAR 3 form) be approved and signed.
- c) That the bank reconciliation statement as at 31 March 2024 (part of the supporting accounts pack) be approved and signed.
- d) That the AGAR 3 form for 2023/24 and the supporting accounts pack be submitted for external audit by Moore Stephens LLP.
- e) That the period for the exercise of public rights to inspect the unaudited accounts be set as running from Monday Monday 3 June 2024 until Friday 19 July 2024 and that the notice advising of this be published on the Wroxton website and all village notice boards, together with Sections 1 and 2 of the AGAR 3 form and the Annual Governance Statement on 17 May 2024

32/24

Vote of thanks to Mark Harris (present) for his completion of the Internal Audit.

33/24 Public Comments

A parishioner raised concerns about the proposed 'Permission in Principle' for planning application in respect of Clearview, Lampitts Green, Wroxton. The matter was reserved to the immediately following Parish meeting.

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Cllr Duncan Collins
Cllr Michael Roberts
Cllr Miranda Ker
Cllr Terry Humphreys
Cllr Dominic Walshe
Cllr Sarah Colbert

Clerk: Gail Williams

Members of the Public

Cllr

34/24 Apologies: No apologies**35/24 Welcome****36/24 Declarations of Interest** - none**37/24 Minutes of Meeting on 3rd March** - accepted**38/24 Matters Arising**

White Horse Pub - no progress to report.

Grass cuttings disposal in Wroxton - options still being explored

39/24 Public Forum; no additional matters**40/24 Finance:** Bank Reconciliation: approved**41/24 Council Business****a) Decisions: NONE****b) Discussions: NONE****c) Clerk update:**

- Salt delivery for Wroxton did not materialise, diary reminder for Clerk to begin process earlier for winter 2024/5
- Leaf clearing and weed spraying contracts confirmed.

42/24 Planning Applications**New Applications:-****24/00551/F Wroxton Church of England Primary School**

variation of Condition 2 (plans) and removal of conditions 4 (Construction Traffic Management Plan), 5 (Tree protection plan) and 7 (landscaping scheme) of 21/01293/F

No objection raised

24/00375/F Fishing Lakes Shenington (responsibility of Shenington & Hornton)

Formation of two fishing lakes, two nursery lakes, the siting of 15 accommodation lodges, 8 pods, a management building and ancillary vehicular access, parking and landscaping. **PC objection adopting the objections already raised by Shenington and Hornton PCs**

24/00813/TCA 7 The Hedges, Balscote.

Tree work

24/00755/F Barn adjacent to Beggars Barn, Wroxton. (responsibility of Shutford)

Erection of a replacement dwelling, change of use of land to residential, landscaping and associated infrastructure. **CDC advised this is a matter for Shutford PC**

24/00977/PIP Land Adjacent To Clearview, Lampitts Green, Wroxton Permission in Principle - construction of 1 x no dwelling on land adjacent to Clearview **Objection raised previously by PC mistakenly published as a 'neighbour's opinion' from the Clerk's address. Clerk to inform CDC of the true nature of the objection as coming from the PC and to add to our concerns that the nature of the site is not compatible with the applicant's submission of 'infill'.**

Application refusal appealed**22/03245/F Apollo Office Park, Ironstone Lane, Wroxton**

Employment Units

Applications Decided**24/00778/F Land North Of Pole Barn, Main Street, Wroxton**

Carport to serve Plot 2 of planning approval ref 23/03311/F

Permitted by CDC

23/00130/F Laurels Farm, Dark Lane Wroxton

Demolition of 3 existing barns followed by the erection of 9 new dwellings; conversion and alterations to existing barn to form 1 dwelling; formation of new primary access from Newington Road, parking, landscaping and other associated works.

Permitted by CDC

21/01258/F Wroxton Sports Club Old Ironstone Sports Field Horley Path Road

Installation of ISO shipping container on sports field for storage of field maintenance equipment, erect 6ft screening panels on three sides

Permitted by CDC

23/03297/PIPTC Land adjacent to 5 Leys Close, Wroxton

Consent for the erection of a detached bungalow, with gardens to the front, side and rear, permission in principle application number 22/03103/PI

Permitted by CDC

23/02720/F2 Balscote Mill

23/02616/LB Conversion of former mill into ancillary residential use to provide 1

No. 2 bed & 1 No. 1 bed self contained holiday accommodation, New vehicle entrance Balscote Mill

Permitted by CDC

Applications Awaiting Decision**23/03355/LB Barn Rear of Pool Farmhouse, Main Street, Wroxton**

Alterations of approved drawings - variation on 21/02773/LB

No PC comment**23/02707/F Barn Rear of Pool Farmhouse, Main Street, Wroxton**

Variation of Condition 2 (plans) of 21/02772/F - the following design changes - pitched roof over garage and kitchen, entrance doors to threshing barn, staircase position altered in threshing barn, bi-fold doors to dining room, conservation roof lights over kitchen/breakfast room, internal layout changes to kitchen and en-suite of bedroom 1 and bedroom 2 and flue positions

No PC comment**MW.0058/23 Wroxton Quarry**

Details pursuant to Condition 66 (working in close proximity to electricity pylons or cables) of planning permission no. (MW.0020/19)

MW.0091/23 Shutford Sewage Works (Thames Water)

23/03233/CM Construction of temporary car park, formation of temporary topsoil bund and formation of two vehicular accesses, for a time-limited period in connection with upgrade works to Shutford Sewage Treatment Works. Restoration of the land to the west and east of Shutford Road to agriculture and other existing uses at the end of the permission period.

Withdrawn**24/00696/TCA 5 Balscote Church: Trees****Consent by CDC****24/00521/TCA Wroxton Grange: Trees****Consent by CDC****24/00520/TCA Primrose Cottage: Trees****Consent by CDC****43/24 AOB**

Defibrillator pads need replacing, **Cllr Collins will organise and will research costings for training for new participants.**

Clerk to invite District Cllr Brant to a future meeting (as part of routinely inviting District & County Councillors.

44/24

Date Of Next Meeting - 1st July 2024. 7.30pm Balscote Village Hall