

NAPTON ON THE HILL PARISH COUNCIL

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Minutes of the meeting of Napton on the Hill Parish Council held on **Monday 7th April 2025** at 7:15 p.m.

Present: Cllr R Woodcock (Chair)
Cllr J Veasey (Vice Chair)
Cllr R Pelter
Cllr W Watson
WCC Cllr A Crump
Mrs C Adam (Clerk to the Council)
7 members of the public were in attendance.

	Action
<p>1. To receive apologies for absence.</p> <ul style="list-style-type: none"> • Cllr B Alsop submitted apologies. • Cllr I Williams submitted apologies. • SDC Cllr N Rock submitted apologies. 	
<p>2. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.</p> <ul style="list-style-type: none"> • Cllr J Veasey – Item 17 	
<p>3. To receive and approve for signature the minutes of the meeting held on Monday 3rd March 2025:</p> <ul style="list-style-type: none"> • Approved by the Council & signed by the Vice Chair. 	
<p>4. To note any matters arising from the minutes not included on this agenda for report only:</p> <p>Items</p> <ul style="list-style-type: none"> • Street Lighting 62% of the streetlight upgrade is complete. An order for another 6 lights is to be placed once the streetlight fund has been checked. Concrete columns are still awaiting removal and WCC are waiting on Eon to confirm a removal date. Folly Lane streetlight not on any maps. • Sports Field Floodlights Contractor to re-aim lighting on MUGA on 08/04/2025. At this stage NPC will still hold off on payment. IW has asked them to confirm all warrantee details with the final invoice. • Emergency Plan Complete and ready to submit to the CSW Resilience Team. • Grass Mowing Tenders Using delegated authority and based on the further information obtained Grenadier Grounds and Trees was awarded the contract. The first cut has begun and a list of areas requiring more attention will be produced and provided to the contractor to rectify in the coming weeks. RP agreed 	

<p>to be the liaison with the new contractor. 'No Mow May' will use the areas selected last year.</p> <ul style="list-style-type: none"> • Folly Lane Contacted WCC through AC who will update NPC when further information is available. Hedge owners will be written to at the end of bird nesting season, ditch owners will be written to clear them, WCC will investigate a solution for the inappropriate parking adjacent to the C&RT compound, and drainage issues. NPC could potentially add the verges to the mowing plan in the future to prompt better walking paths. • Asset Survey Have received photos of all the WMWP assets and the outdoor gym equipment. A list of assets still needing photos of has been circulated to the council and will be updated upon receipt of photos. • Bus Shelter Nothing to update as waiting for WCC to conduct the road safety audit. Survey to determine the need/desire for a bus shelter in this location is to be conducted by RP. • Butt Hill Road Surface Condition Ribbon road deterioration stretching from the corner of Hillside up Butt Hill and several small deep holes on Butt Hill all requiring investigation and repair. NB: Sunken drain outside on Hackwell Street. All road or drainage problems can be emailed to the WCC Cllr or NPC to pass on, please provide pictures and location, if possible. • Speed Repeater Signs These will be assessed and if required instated during the road safety audit. 	
<p>5. Update from District/County Councillors:</p> <ul style="list-style-type: none"> • Reports circulated in advance and are available on the PC website. • Test smoke alarms in your home regularly, close doors, switch off electrical devices when not in use and unplug e-scooters. • Drainage works on Hillside are complete. • Community Speed Watch – Awaiting approval of the volunteer forms from the Police. 	
<p>6. Comments and questions from the public:</p> <ul style="list-style-type: none"> • WMWP – Transactions 357 & 359 were paid for using the WMWP funds. • WMWP – Received a £20 donation from a local resident. • 5 Paddock Close – A resident is in possession of documentation regarding the boundary for their property and adjacent properties. • New Zealand Spinney – Enquire about the land registry progress and once that is confirmed determine whether to conduct a tree survey or not. 	
<p>7. Mobile Police Engagement Surgery</p> <p>RESOLVED: Agreed to contact the SNT to add the clerk email to their email list in an aim to be provided with better communication for future surgeries.</p>	CA

<p>8. Planning Matters:</p> <p>Application(s) reference: 25/00663/CRT Proposed: Napton Reservoir proposed drainage works. At: Napton Reservoir, Tomlow Road, Stockton For: Canal & River Trust</p> <p>RESOLVED: No Comment <i>Representative for the application was not present.</i></p> <p>Application(s) reference: 24/02801/FUL Proposed: Single storey front extension, first floor side extension, two side extension and detached single garage and associated alterations to existing dwelling. Construction of gabion basket wall and 1.8 metre high fence. At: 5 Paddock Close, Napton-on-the-Hill, Southam CV47 8JA For: Mr Childs</p> <p>RESOLVED: No Representation <i>Representative for the application was not present.</i> A potential boundary dispute may need to be resolved prior to reaching a final decision.</p>	
<p>9. VE Day 80 Village Celebrations</p> <p>UPDATE: On May 4th there will be a day of celebration and history with a 1940s theme. On May 8th at 11:00am a small service will be held on the Village Green. Household invitations will be going out soon with further details.</p>	RP
<p>10. Multi-Play Unit on Granton Playing Field</p> <p>RESOLVED: Agreed to maintain current decision of a metal frame unit at the quoted price.</p>	CA
<p>11. School Field</p> <p>RESOLVED: Agreed to go out for tender again as all past tenders have now expired. Agreed to liaise with the school about the possibility of works occurring during term time if the school carpark and entry ways are not affected by the contractors.</p>	CA/ WW/ RP
<p>12. NPC Store Cupboard</p> <p>RESOLVED: Agreed to send an email to determine cllr volunteers. Store cupboard lighting to be investigated/fixed by WW.</p>	CA/ WW
<p>13. Noticeboard</p> <p>UPDATE: Noticeboard has been investigated and determined to be in good condition.</p> <p>RESOLVED: Agreed to chase BA to conduct a Facebook survey to determine if a noticeboard on the northside of the village is wanted/needed.</p>	BA
<p>14. NPC Risk Assessment</p> <p>RESOLVED: Agreed that all Cllrs would review and defer to the May meeting.</p>	ALL

<p>15. School Hill/Hackwell Street Junction</p> <p>RESOLVED: WCC to investigate School Hill/Hackwell Street and School Hill/The Butts/Chapel Lane junctions to determine what measures are available.</p>	
<p>16. Tree Survey</p> <p>RESOLVED: Agreed to obtain quotes to have the False Acacia tree (T25) on Pillory Green next to the Christadelphian Meeting Room felled. RP to discuss with the Climate & Environment WP a potential strategy to complete the recommended works that do not require specialist skills/equipment. NB: The Arc School have contacted the NPC Chair about planting an oak tree in the village for VE Day. NPC have the several questions to be answered before they can make any decisions. To be added to the May agenda.</p>	CA/RP
<p>17. Naming Unnamed Road</p> <p>RESOLVED: JV left the room for this item. Agreed to obtain more information regarding the potential costs and defer to the May meeting.</p>	CA
<p>18. Neighbourhood Development Plan</p> <p>RESOLVED: Agreed to create a working party with 6 members (2 cllrs and 4 parishioners), RW and JV were appointed as the 2 cllrs and will enquire with the previous NDP-WP public members to determine if they would like to help in conducting minor amendments to the NDP.</p>	RW/JV
<p>19. Internal Audit</p> <p>UPDATE: Ireland & Company was appointed to conduct the Council's internal audit for the year ending 31st March 2025.</p>	CA
<p>20. Annual Community Meeting</p> <p>RESOLVED: Agreed to hold the Annual Community Meeting on May 12th, 2025, at 18:00. Clerk informed the Council that the Annual Community Meeting must be held between 1st March and 1st of June and proceedings must not begin before 6pm. (LGA 1972 Schedule 12)</p>	
<p>21. Climate and Environment</p> <p>UPDATE:</p> <ul style="list-style-type: none"> • Next Repair Café to take place on Saturday May 10th, 2025, at Napton Village Hall. 	RP
<p>22. Finance Matters</p> <p>RESOLVED: Bank Reconciliation March 2025: Unity Trust: £80,274.83, Skipton: £74,466.75, & Nationwide: £5,000.00. Agreed to accept the quote from WCC for the street lighting Annual Maintenance 2025/26. Agreed to approve the £450.00 payment for the clerk to enrol on the CiCLA EMMA portfolio system. Note of receipts received: Donation of £100.00 to the WMWP from Alison & George Watson. All payments approved, and payment list can be found under supporting documents.</p>	CA

<p>23. Councillor Updates:</p> <ul style="list-style-type: none"> • Raised path on Church Road needs the brambles clearing back. • Cllrs to provide the clerk with a list of areas needing attention to liaise with the mowing contractor. 	
<p>24. Close</p> <p>The meeting closed at 21:47.</p> <p>[Note: The Annual Community Meeting (18:00), the Annual General Meeting (19:00), and the next Ordinary Meeting of the Council (19:15) will take place on <u>Monday 12th May 2025</u> Napton Village Hall (main hall)]</p>	

Signed: _____

Date: _____