

NAPTON ON THE HILL PARISH COUNCIL

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Date: 6th May 2025
 To: All Parish Councillors
 From: Mrs Courtney Adam, Clerk to Napton-on-the-Hill Parish Council

Dear Councillor,

You are hereby summoned to a meeting of Napton-on-the-Hill Parish Council in the Napton Village Hall (main hall) on **Monday 12th May 2025** at 7:15 p.m. when the under mentioned business will be transacted.

AGENDA

	Action
1 - To receive and approve (if requested) apologies for absence:	
2 - To receive declarations of interest under the Council's Code of Conduct related to business on the agenda:	
3 – To receive and approve for signature the minutes of the meeting held on Monday 7th April 2025:	
4 – To note any matters arising from the minutes not included on this agenda for report only: <ul style="list-style-type: none"> • Street Lighting – JV • Sports Field Floodlights – IW • Emergency Plan – IW • New Zealand Spinney – IW • Village Green Power Supply - IW • Grass Mowing – RP • VE Day 80 Village Celebrations - RP • Internal Audit - CA • Multi-Play Unit on Granton Playing Field – CA • Neighbourhood Development Plan - CA 	
5 – Update from District/County Councillors: Members of the public have the opportunity to ask questions on the reports (circulated in advance).	
6 – Comments and Questions from the Public: Parishioners are invited to address the Council on any relevant matter for a maximum of 3 minutes.	
..... From this point on the public are asked to note that they are welcome to observe the debate but may only speak with the permission of the Chair.	

<p>When making decisions Councillors will bear in mind the following issues:-</p> <ul style="list-style-type: none"> • equal opportunities • crime prevention • unlawful discrimination • biodiversity of natural habitat • combatting climate change and other best practice 	
<p>7 – Planning Matters:</p> <p>Updates on Applications Using Delegated Authority:</p> <ul style="list-style-type: none"> • 25/00784/FUL – 9 Howcombe Lane • 25/00970/AGNOT – Home Farm Tomlow Road • DISCN/00184/25 – Nightingale Farm 	
<p>8 – Updates from External Bodies</p> <ul style="list-style-type: none"> • To discuss and decide requesting WCC & SDC councillors to provide a single monthly update to coincide with our council meetings. 	CA
<p>9 – Village Green Posts</p> <ul style="list-style-type: none"> • To discuss and decide what progress has been made and whether any further action is required. 	RW
<p>10 – School Field</p> <ul style="list-style-type: none"> • To provide a verbal update on any developments or progress made. 	WW/CA
<p>11 – NPC Allotments</p> <ul style="list-style-type: none"> • To discuss and decide whether to reassess the allotment plot sizes and introduce a small, medium, and large category system. • To discuss and decide plans for future grounds maintenance. • To discuss and decide on the next steps for repairing the water tank leak. 	CA
<p>12 – Noticeboard</p> <ul style="list-style-type: none"> • To provide a verbal update on the results of the Facebook poll about installing a noticeboard on the northside of the village. • To discuss and decide whether NPC would like to accept one of the free noticeboards available. • If accepted, discuss and decide a suitable location for the installation of the noticeboard. 	BA/CA
<p>13 – NPC Risk Assessments</p> <ul style="list-style-type: none"> • To discuss and decide adopting the updated risk assessments. 	CA
<p>14 – Councillor Roles & Responsibilities</p> <ul style="list-style-type: none"> • To discuss and decide a workload distribution strategy. 	

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(*) indicates supporting document

<p>15 – Naming Unnamed Road</p> <ul style="list-style-type: none"> To discuss and decide NPC covering any associated costs of the affected residents that may occur. 	
<p>16 – Caravan on Brickyard Lane</p> <ul style="list-style-type: none"> To provide a verbal update on any developments or progress made. 	
<p>17 – Folly Lane Speed Limit</p> <ul style="list-style-type: none"> To discuss and decide requesting WCC Highways to reduce the speed limit on Folly Lane from 30mph to 20mph, as part of the Folly Lane improvement plans. 	
<p>18 – Warwickshire Highways Community Action Fund</p> <ul style="list-style-type: none"> To discuss and decide whether to submit a funding application and identify a suitable project for its allocation. 	
<p>19 – External Defibrillator Cabinet Light (Sports Field)</p> <ul style="list-style-type: none"> To discuss and decide purchasing a new light for the external cabinet. 	CA
<p>20 – Climate and Environment</p> <ul style="list-style-type: none"> Verbal update from C&E working party on current issues and suggestions for actions going forward. 	RP
<p>21 – Audit Requirements:</p> <ol style="list-style-type: none"> To consider and approve the Annual Governance Statement. To consider and approve the Accounting Statement. To confirm the location and dates of the Exercise of Public Right for the financial accounts (09/06/2025 – 18/07/2025). 	
<p>22 – Finance Matters:</p> <ul style="list-style-type: none"> Bank Reconciliation & Statement April 2025 <ul style="list-style-type: none"> To receive and approve for signature. <ul style="list-style-type: none"> Unity Trust – £103,308.44 Acknowledge thanks from the Napton Swift Group for the grant funding received. To approve payments/note payments paid listed below. 	*

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Napton Parish Council

Payments Approval List

May 2025

No.	Gross Amount £	Invoice Date	Details
360	£12,060.00	01/04/25	Kingfisher Lighting Ltd – Sports Field Floodlights – <i>Carried Forward from 24/25</i>
361	£725.02	01/04/25	Kingfisher Lighting Ltd – Sports Field Floodlights – <i>Carried Forward from 24/25</i>
362	£16,320.00	01/04/25	Kingfisher Lighting Ltd – Sports Field Floodlights – <i>Carried Forward from 24/25</i>
363	£1,598.18	01/04/25	WCC – Streetlights – Hackwell Street – <i>Carried Forward from 24/25 - PAID</i>
364	£914.72	01/04/25	WCC – Streetlights – High Street – <i>Carried Forward from 24/25 - PAID</i>
365	£54.00	01/04/25	NVH – Rental Charges JFM 2025 – <i>Carried Forward from 24/25 - PAID</i>
366	£633.60	01/04/25	The Environmental Partnership – Tree Risk Survey 2025 – <i>Carried Forward from 24/25 - PAID</i>
367	£42.24	01/04/25	Staff Expenses March 2025 – Phone Data, WFH, Printing Costs & Stationary (Pens/Highlighters) – <i>Carried Forward from 24/25 - PAID</i>
368	£450.00	11/04/25	SLCC – CiLCA Qualification Fee – PAID
369	£574.20	01/04/25	WALC – Annual Subs (25/26) for WALC & NALC
370	£1,099.00	30/04/25	Staff Costs April 2025 - PAID
371	£143.03	30/04/25	PAYE & National Insurance April 2025 – PAID
372	£315.72	30/04/25	Warwickshire County Council - Pension Payment April 2025 – PAID
373	£25.00	30/03/25	LS – Allotment Deposit Return – Plot 3
374	£9.30	30/04/25	Unity Trust Bank – Service Charges (01/03/25 – 31/03/25) – PAID
375	£510.00	01/05/25	Ireland & Company – Internal Audit 25/26
376	£16.00	30/04/25	RBL Poppy Appeal – WMWP – 16 Remembrance Crosses – S137 - PAID

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377	£10.20	31/05/25	Unity Trust Bank – Service Charges (01/04/25 – 30/04/25)
378	£34.83	01/05/25	Staff Expenses April 2025 – Phone Data, WFH, & Printing Costs
TOTAL	£35,535.04		

WMWP Donations

NO	Gross Amount £	Details
112	£20.00	Donation from Parishioner
TOTAL	£ 20.00	

23 – Councillor Updates:

- Items not included on the agenda requiring acknowledgement (*for information purposes only*).

Signed: 