

NEWINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held in St Giles Church on Tuesday 9th April 2025

Attendees	Cllr James Nettleton (JN) Cllr Duncan Howlett (DH) Cllr Mike Black (MB) Cllr Nikki Howlett (NH) Cllr James Thomson (JT)
Apologies	District Councillor David Turner (DT); County Councillor Robin Bennett (RB)
In Attendance	Lawrence Wootten (Clerk) (LW)

Ref	Item	Notes	Action
11/25	Introduction	The Chair JN welcomed all present and opened the meeting at 7.00pm.	
12/25	Apologies	Apologies received from DT and RB.	
13/25	Minutes of the last meeting	Minutes of the last meeting held on approved and signed by the Chairman and will be posted on the village noticeboard and website.	LW
14/25	Declarations of interest	None.	
15/25	To Confirm the Appointment of New Parish Clerk	The council approved the appointment of Lawrence Wootten as Parish Clerk and RFO as of 1 st April 2025. JN to liaise with LW to handover financial and banking information. Clerk will be appointed on a part-time basis for four hours per week and employed on a contract based on the standard NALC contract. Clerk will be paid £2,939 per annum, being the current salary point 11 (£14.13 per hour) within the LC1 range as set out in the National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales.	JN/LW
16/25	Open Forum & Village Matters	None.	
17/25	District Councillor Report (DT)	Latest report from the District Councillor forwarded to councillors.	
18/25	County Councillor Report (RB)	No comments.	
19/25	Councillor and Parish Reports		
19a/25	Community Liaison / Notice Board Control	LW and MB both have keys for the notice board and are keeping it updated.	LW/MB
19b/25	Planning Applications	None received.	
19c/25	Event Coordination	None raised.	
19d/25	Website	Council approved a change of domain name with associated email addresses and change of web service provider (see item 11 below).	

19e/25	Highways & Potholes	MB reported that OCC Highways Dept had cleared the road/kerb join.	MB
19f/25	Responsible Financial Officer	Carried forward to next meeting.	JN
19g/25	Footpaths	Nothing new to report.	DH
19h/25	Allotments	Concerns had been raised by a resident about a bonfire on the allotments causing a nuisance. Clerk had contacted Mick Jaunet regarding the incident and understands that it has now been resolved. Agreed that council should clarify the tenancy agreements currently in place with a view to updating them in the future if necessary. LW to obtain copies of current tenancy agreements.	LW
20/25	Defibrillator Project Update	MB reported that the defibrillator is now operational. The council gave a vote of thanks to Sophie Carmichael for her hard work in getting this community asset project completed successfully. JT offered to check that a suitable support package was in place for the defibrillator.	JT
21/25	Website change	LW explained the need for parish councils to move to compliant .gov.uk domains and associated email addresses, and recommended moving the council's website to Hugo Fox, who specialise in parish council websites. The monthly cost for .gov.uk domain would be £9.99/month (+ VAT) with an additional £9.99/month (+VAT) for up to 5 associated email addresses. LW informed council that Parish Council .gov.uk domains must either spell out the phrase <i>ParishCouncil</i> in their domain, or use <i>-PC</i> as a suffix. Because there is at least one other Newington in the UK, it was suggested that the new domain name follow the example set by Holton Parish Council and add the word <i>Oxford</i> after the village name, giving a new domain name of " <i>Newingtonoxford-pc.gov.uk</i> ". Approved unanimously. LW to action.	LW
22/25a	AOB	JT had purchased 2 x (12 x 10-foot flood bags) as approved at the meeting on 11 th February, at a total cost of 2 x £289.58 = £579.16. Council approved the expenditure and to reimburse JT. Flood bags will be distributed to those households most at risk of flooding.	JT
22/25b	AOB	County Councillor Robin Bennett had agreed to investigate the speed limit outside the nursery school	
23/25	Date of Next Meeting	7.00pm Tuesday 14th May 2025 (provisional date) Meeting closed at 8:00pm	

Signed:..... Chairman

Date:.....