

Begbroke Parish Council

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MINUTES

OF THE ANNUAL COUNCIL MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON TUESDAY 9TH MAY 2017 at 6.30pm

1 Present

1.1 Cllr Malcolm Ryder (Chair) Cllr David Wintersgill (vice Chair); Cllr Ellis Davies; Cllr Leslie Allen; Cllr Lindsay Gregory; Jeffrey Wright - Clerk;

Apologies:

1.2 Cllr Beverly Napier;

2 Election of Chairman

2.1 Cllr Wintersgill proposed and Cllr Gregory seconded Cllr Ryder as Chair – unanimously elected.

3 Election of Vice Chairman

3.1 Cllr Davies proposed and Cllr Allen seconded Cllr Wintersgill as Vice Chair – unanimously elected.

4 Read and Confirm Minutes of Last Meeting

4.1 The minutes of the meeting Monday April 3rd 2017 were confirmed as a true record.

5 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

5.1 Cllr Allen - agenda item 9.2

6 Matters Arising from the Minutes

6.1 Orchard House – current progress was discussed. Amanda Benham – legal representative, recently met Mr Miles at his offices in London to discuss. The church who are also objectors had submitted a plan to Amanda. It was decided that councillors review options during the next month and further instruct Amanda early June
6.2 website – progress. – CR1428 Letter & CD website content from CDC was handed to Cllr Ryder. He was now in touch with a former IT manager for assistance on site construction.

7 A44 and Begbroke Science Park

7.1 A44 Speed monitoring took place on 19 April at Yarnton – more monitoring due in May

7.2 Cllr Gregory pointed out visibility when entering the A44 from Begbroke – clerk to pursue with highways.

8 Reports from County and District Councillors

8.1 None

9 Council Representatives. (Two representatives if possible)

9.1 Agree representatives for other committees.

9.2 BVHMC (Ellis Davies) – unanimously agreed to be our representative.

9.2.1 Village hall projects – committee considered quotations and hall budgets. It was decided that due to time constraints to leave until June meeting.

9.3 Have requested Nigel Prickett cut grass on field before an event on 1st July

9.4 London Oxford Airport Consultative Meeting – no meeting to report. (Malcolm Ryder) unanimously agreed to be our representative.

10 New Business

10.1 Nigel Prickett has cut grass around bus stops as a one off – looks much tidier.

11 Planning

11.1. 17/00643/F Mr & Mrs Trusler - First floor extension to bungalow to convert bungalow to a 1.5 storey dwelling. 47 Fernhill Road

11.2 17/00410/F Mr L R J Allen single storey extension 42 Fernhill Road Begbroke – consent

11.3 17/00384/F & 17/00385/LB LTC Erection of single storey extension at LVS - consent

11.4 Oxfords unmet housing need - The representations are still in the process of being redacted.

11.5 Planning Other

11.5.1 None

12 Correspondence (see register for full details of postal correspondence)

12.1

13 Financial Matters

13.1. Grant Information/ Grant Applications for discussion

13.1.1 No applications

13.2 Balances and Liabilities and Income

13.2.1 Balance (Money) £26,491.57 Bank Accounts: Current £9,773.56 Reserve £7,891.65 (March 2017)

13.2.2 Liabilities £4874.91 Transfer of funds required: Nil. Income: Precept 1st payment £13,733.85 Bank interest £0.07 CTRS Grant CDC £72.44

13.3 Expenditure

13.3.1 Dovey Accountancy Services - Professional Fees £246.00 CN:660

13.3.2 Jeffrey Wright - Clerks salary April May & June including back pay - £2,238.73 CN:659

13.3.3 HMR&C NI/PAYE Liability- £487.60 CN: 658

13.3.4 Annual Parish Council Insurance – Zurich Municipal £1104.98 CN: 661

13.3.5 M A Caughey – Internal Audit £190 CN: 662

13.3.6 Jeffrey Wright - Clerks refundable expenses £180.40 CN: 663

13.3.7 Applewood Garden services –bin emptying. Inv. 5351 £19.20 CN:664

13.3.8 N R Prickett Grass cutting £408.00 CN: 665

13.3.9 No other transactions

13.4 Quotations/Tenders

13.4.1 See 9.2.1

13.5 Bank Matters

13.5.1 None

13.6 Other Financial Matters

13.6.1 Unanimously agreed clerk's salary as 10 hour/week over 52 weeks on SC27 £12.564 from 1st April (back pay from 1st April 2016 to date due to national pay award from SC27 £12.440/hr

13.6.2 Reviewed current Internal Auditor (Mr McCaughey) for independence, competence, relationship with clerk and councillors, audit planning, audit scope planning and audit reporting. Confirm appointment of as internal auditor for 2017. Unanimously approved.

13.6.3 Reviewed Fidelity Guarantee Insurance as £50K - Unanimously approved.

14 Health and Safety Matters

14.1 Weekly playground inspection reports for clerk – Cllr Wintersgill has a completed inspection.

14.1.1 Spikes on child swing not complete and child swings were covered in bird mess. Clerk to pursue.

14.2 Inspection rota: May – Lindsay; June – Leslie; July – Malcolm.

14.3 Other H&S Matters

15 Training

15.1 – no requests

16 Freedom of information requests

16.1 None

17 Footpaths, Bridleways and Restricted Byway (RUPP)

17.1 Update on footpath amendments, anomalies and additions – none to report.

17.2 Other footpath issues – fairy doors were considered by committee members as urban litter, destroying the natural state of Begbroke Lane. Many more items such as small houses, ribbons doors and so on were being placed on trees or branches.

17.3 Ivy needs cutting from some of the trees in Begbroke lane – clerk to source a contractor.

17.4 Annual Footpath walk – clerk to ask walking group if they could assist with a walk of the footpaths.

18 Date of the Next Meeting (s):

18.1 5th June 2017

Signed _____ Print Name _____ Chair Begbroke Parish Council 5th June 2017