

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright, 27 Willow Way, Begbroke, Kidlington, Oxfordshire.
OX5 1SD.

e-mail at: clerk@begbrokepc.org.uk

Website: <https://www.begbrokepc.org.uk/>

AGENDA

I hereby give notice that a meeting of Begbroke Parish Council will be held on **Monday February 7th 2022 at 6.00pm**. All members of the Council are hereby summoned to attend to consider and resolve upon the business to be transacted at the meeting as set out hereunder.

1 Present:

1.1

Apologies:

1.2

2 2.1 Minutes

2.1.1 The minutes of the meeting Monday December 6th 2021 6.0pm to be confirmed as a true record.

2.1.2 The minutes of the Budget meeting Monday December 20th 2021 6.30pm to be confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1

4 Matters Arising

4.1 Co-option of a new councillor – no progress

4.2 New planters at bus stops installed and planted.

4.3 Other matters arising

5 A44, Highways & Begbroke Science Park

5.1 A44/Begbroke Science Park matters.

5.2 A40 Smart Corridor

5.3 Sandy Lane Crossing

5.4 Petition for a pedestrian crossing – update.

5.5 Other matters related to item 5

6 Reports from County/District Councillors/Other contributors

6.1 County Councillor – report.

6.2 Cherwell District Councillor – report.

6.3 Other contributors

7 Council Representatives

7.1 BVHMC Report. Cllr Allen.

7.1.1 Annexe roof re-felting – update

7.1.2 Brown Bins – village Hall - update

7.2 London Oxford Airport – representatives report

8 New Business

8.1 PR8 representatives - Jas Atwal Kevin Murray Associates

8.2 Merton representatives – joint meetings with Yarnton PC?

8.3 Operation London Bridge

8.5 Queens Jubilee

8.6 Review Financial Management and Administration Risk Assessment

8.7. Review current Internal Auditor (Mr McCaughey) for independence, competence, relationship with clerk and councillors, audit planning, audit scope planning and audit reporting.

8.8. Review Fidelity Guarantee insurance currently £50k - to cover the amount of precept

8.9 Review Begbroke parish Council Standing orders

8.10 Review Freedom of information Act information

8.11 Review Parish Assets

8.12 Clerks duties – Reviewed.

8.13 Review – Standing Orders

9 Planning

9.1

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	LVS School St Philips Priory Spring Hill Road Begbroke OX5 1RX	Creation of new access to Spring Hill Road to create in and out access arrangements, new pick up/drop off zone and parking	04/01/2022	Under Consultation
21/04206/F	The Old Rectory 4 St Michaels Lane Begbroke OX5 1RT	Internal refurbishments, alterations, and reconfigurations - refurbishment of existing windows;	20/12/2021	Under Consultation
21/04207/LB	The Old Rectory 4 St Michaels Lane Begbroke OX5 1RT		20/12/2021	Under Consultation
21/04244/F	8 Foxglove Road Begbroke Kidlington OX5 1SB	Demolition of existing conservatory and erection of new single storey extension to side & rear, with new conservatory to the rear	17/12/2021	Under Consultation
21/03983/F	St Philips Priory, LVS School Spring Hill Road Begbroke OX5 1RX	New footpath to link the main school campus and Priory House.	29/11/2021	Under Consultation
21/03702/F	28 Spring Hill Road Begbroke OX5 1RX	Extension and alterations to dwelling	03/11/2021	Under Consultation
21/03707/TPO	St Philips Priory Spring Hill Road Begbroke OX5 1RX	T61 x Cupressus which is a suppressed, leaning specimen with extensive basal decay -	27/10/2021	Under Consultation
21/03574/F	Priory House 25 Woodstock Road West House from C3 Begbroke OX5 1RJ	Change of Use of Priory House from C3	25/10/2021	Permitted

9.2 Forthcoming Planning Policy Consultation

I write to advise that consultation on three draft development briefs for Local Plan Partial Review sites PR6a: Land east of Oxford Road, PR6b: Land west of Oxford Road and PR7a: Land southeast of Kidlington will commence on Wednesday 26 January 2022. In the coming months the council will be working on the development brief for PR8.

9.3 Guide to planning applications

9.4 Complaint to CDC regarding inconsistent spelling of Begbroke

9.5 Other planning issues

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

10.1 CDC – Dog bin emptying will increase from £1.75 - £1.85 as from April 2022

11 Financial Matters

11.1 Balances/Liabilities: Balance £15,365.71 (Money) Bank Statements : Current £TBA Reserve £1,907.0
Transfer: £0.00; Liabilities £below

11.2 Income: Bank interest – £0.02

11.3 Expenditure

11.3.1 Begbroke WI Grant £250 CN: 942

11.3.2 Marmax Products Ltd Planters INV040139 £993.60 CN: 943

11.3.3 Fenland Leisure Products Ltd Parts for Horse Inv SIN44458 £446.40 CN: 944

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11.3.4 Jeffrey Wright – clerks salary Dec 2021 £564.33 CN: 945

11.3.5 HMRC PAYE/NI Liability to 22/01/2022 £117.00 CN:947

11.3.6 Dovey Accountancy Services Payroll – Inv 2021/12/21 £114.00 CN: 948

11.3.7 Jeffrey Wright – refundable expenses – paper, plants compost £55.80 CN: 949

11.3.8 Community First Oxfordshire – membership £55.00 CN: 950

11.3.9 Jeffrey Wright Clerks salary January 2022 £564.23 CN: 951

11.3.10 HMRC PAYE/NI Liability to 22/02/2022 £117.00 CN:952

11.4 Quotations/Tenders

11.4.1 None

11.5 Bank Matters

11.5.1 None

11.6 Other Financial Matters

11.6.1 None

12 Health and Safety Matters

12.1 Playground inspection reports.

12.2 Wicksteed See-Saw issues – update following complaint.

12.3 Playground repairs and maintenance – clerk has met Baylee to discuss.

13 Training

13.1 Play area inspection training – still awaiting suitable courses.

13.2 Training updates

13.3 Requests

14 Freedom of information requests/receipts

14.1.

15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1

15.2 Other FP issues – definitive map errors

16 Village – Natural Environmental Matters

16.1

17 Website

17.1 Website review

18 Proposed dates of the Next Meeting (s):

18.1 March 7th, April 11th 2022

Signed _____ Jeffrey Wright Clerk to Begbroke Parish Council.

Income and Spending

Between 01/04/2021 and 31/03/2022

Category

Total

Income Categories

BANK INTEREST NATWEST

£0.15

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GRANT COMF	£1,268.00
PRECEPT	£29,026.00
Total Income Categories	£30,294.15

Expense Categories

ANNUAL SUB TO ORGANISATION (vat)	£162.10
ANNUAL SUB TO ORGANISATION (non-VAT)	£125.00
AUDIT - EXTERNAL	£240.00
AUDIT - INTERNAL	£200.00
BUS SHELTER MAINTENANCE	£1,525.00
DOG WASTE BIN EMPTYING	£420.91
GRANTS SECT 137 LGA	£350.00
GRANTS SECT142 LGA	£1,000.00
GRASS CUTTING PLAY AREA & FOOTBALL PITCH	£2,688.00
GRASS CUTTING VILLAGE VAT	£990.00
HEDGE CUTTING VILLAGE HALL VAT	£210.00
INSURANCE - COUNCIL	£1,307.28
PLAY AREA REPAIRS non vat	£140.00
PLAY AREA REPAIRS VAT	£446.40
PRINTER CONSUMABLES	£709.70
REFUNDABLE EXPENSES	£112.60
SAFETY INSPECTION	£94.80
SOFTWARE LICENCE	£79.99
STAFF COSTS	£6,814.10
STAFF COSTS VAT	£372.00
TRAINING	£228.00
VILLAGE NEW WORK VAT	£1,472.40
VILLAGE ASSET INSPECTION NON-VAT	£110.00
VILLAGE GARDENING NON-VAT	£72.50
VILLAGE WORK NON-VAT	£109.00
WEBSITE CHARGE vat	£288.00
Total Expense Categories	£20,267.78

Grand Total	£10,026.37
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