

Begbroke Parish Council

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

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

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

MINUTES OF THE ANNUAL COUNCIL

MEETING OF BEGBROKE PARISH COUNCIL ON TUESDAY MAY 16TH 2023 @ 06:00 PM.

1 Present:

1.1 Cllr Malcolm Ryder (Chair); Cllr David Wintersgill (Vice Chair); Cllr Beverly Appleton; Cllr Lindsay Gregory; Cllr Peter Finbow; Cllr Leslie Allen; Jeffrey Wright – Clerk; Cllr Dorothy Walker (CDC)

Apologies:

1.2 Cllr Ian Middleton (OCC);

2 Election of Chairman and Vice Chairman, Acceptance of Office Forms, Co-option of members, , Register of Interests and Election expenses returns

2.1 Chairman – Cllr Ryder Elected was proposed by L G; Seconded by L A – duly elected

2.2 Vice Chairman Cllr Wintersgill – Proposed by L G Seconded by L A – duly elected.

2.3 Acceptance of Office forms were completed, signed and given to clerk

2.4 Co-option of members. Beverly Appleton requested to be co-opted. It was unanimously agreed and she took her place on the committee. An acceptance of office form was duly completed. CDC Democracy to be notified.

2.5 Register of Interest forms were completed, signed and given to clerk to be delivered to CDC.

2.6 Election Expenses forms where appropriate, were completed, signed and given to clerk to be delivered to CDC.

3 Confirm minutes of previous meeting

3.1 The minutes of the meeting Monday 11th April 2023 were confirmed as a true record.

3.2 The minutes of the Annual Parish meeting Tuesday 24th May 2022 were confirmed as a true record.

4 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

4.1 None

5 Matters Arising

5.1.

6 Reports from County/District Councillors/Other contributors

6.1 County Councillor – No report.

6.2 Cherwell District Councillor –a) Dorothy Walker reported on: CDC negotiations on forming a cabinet between Labour, Greens, Liberal Democrats and Conservatives. Barry Wood is no longer leader of the council., The latter were now a minority group following the election on May 4th. b) Airport - she reported that the airport has seen a significant rise in flight numbers especially to Spain and other Mediterranean destinations. Business flights had increased over 70% in the last year. Some airport buildings such as the old accommodation blocks had been demolished to make way for a new science base technology park to be constructed. c) Campsfield – there was no further news on future plans for the site. It was not known what use it would be put to – accommodation for asylum seekers or a detention facility. A member said it had been rumoured that the buildings foundations were being strengthened and the entrance gates had been moved nearer to Langford Lane.

6.3 Other contributors – none

6.4 A member thought that it was possible there was a new tenant at the Royal Sun and some repairs were being carried out to the roof and removal of ivy on the walls.

6.5 OALC Report – not discussed.

7 Council Representatives and External

7.1 BVHMC Report. Cllr Allen.

- £32.9K in Bank
- Tree survey completed - cost £276.00 -all believed to be satisfactory now - next survey due in 2 years.
- New defibrillator installed.

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- Flooring for lounge being measured up
- Main hall heaters - BVHMC arranged a meeting on 25th April at 09.00 hrs with a potential contractor to discuss proposals for new heaters with centralised control.
- Suspended ceiling in playgroup area - completion required.
- Bookings ok but have lost one digital photo group.
- Antisocial behaviour - Police and CDC informed. - Apparently evidence needed before further action can be taken.
- Annual Play area report requested - (action now complete).
- Playgroup - very busy September expected due to closure of others in vicinity - staff shortage and poor wages continue to be a problem.
- Church - Community drop ins proposed to continue.
- I informed them that notice board and picnic bench had been approved by PC.
- 4 Parish meeting - I informed BVHMC that consultants had made an assessment which appeared to be inaccurate. CDC to question Consultants findings and get them to visit. - BVHMC were not aware of any consultants' visits - note reps from bowls and social club sections were not present at 18 April meeting. I stated that this was a chance to get S 106 monies and that a plan for the future was needed along with promotion of the existing facilities in order to be in with a chance. They were reminded that any suggestions must be linked to the effects of increased housing / population in the area.
- Airport fumes discussed - contact for complaints at the airport should be e-mailed to jivey@londonoxfordairport.com also log with CDC Environmental - industrial fume.
- I read out a Summary of PC draft minutes.
- Parish Council letter discussed - I read out the reply from J Verdon including their comment that the play area was "delightful and well maintained". P. Skipp to draft reply from BVHMC - I confirmed that the PC would continue to inspect/ maintain play area.
- Grass cutting - BVHMC reminded that action was probably needed to ensure continued service - reply was " he just turns up for up to 6 cuts a year when its needed. there's no contract." - - - maybe the PC needs to discuss if this situation is acceptable from an accounting / audit point of view? – see above.
- Discussion on BVHMC being consulted when new play equipment is purchased / installed - I have informed them that the PC have agreed to provide larger football goals.

7.1.1 Annual Play Area report given to BVHMC

7.1.2 Concern about the CDC's consultant's findings regarding Begbroke recreation. CDC to discuss and advise a new survey (see report above)

7.2 London Oxford Airport meeting – no one in attendance.

5 A44 and Begbroke Science Park and

6.1 A44/Begbroke Science Park matters – meeting to discuss fencing on FP 7/8 on 13th June with CDC planning Officer

6.2 Pedestrian Crossing – no updates for meetings. These were promised by OCC for 3rd April and 16th May. Clerk e-mailed. Update scheduled for 3rd July

7 New Business

7.1 Good Neighbour schemes – it was noted this is in operation and Cllr Finbow helps out with various tasks such as mowing lawns for residents.

8 Planning

8.1 [Planning application search - Planning register | Planning register | Cherwell District Council](#)

9 Correspondence (See register for full details of postal correspondence)

9.1 None

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10 Financial Matters

10.1 Balances and Liabilities and Income

Balance (£26,186) Bank Statements : Current £15,640.01 Reserve £13,942.30

Transfer: £0.00; Income: Bank interest TBA Income: Precept 1st payment £14,948.50

10.2 Expenditure

10.2.1 Jeffrey Wright - expenses Gate buffers, bolts, Travel. £52.02 CN:1044

10.2.2 M Caughey – internal audit £200.00 CN 1045

10.2.3 BVHMC Hall Hire invoice BPC002 £337.50 CN:1046

10.2.4 Zurich Municipal – Parish Council Insurance £1,218.22 CN: 1047

10.2.5 Jeffrey Wright – clerks Salary April £616.87 CN: 1048

10.2.6 HMRC PAYE/Ni/Liability to 22 May 2023 £130.00 CN: 1049

10.2.7 Marmax– bench for village hall INV046236 £632.64 CN: 1050

10.2.8 NR Prickett – grass cutting field and play area Invoice 1907 £504.00 CN: 1051

10.2.9 OALC Play Area inspection training Inv W-2517 £432.00 CN:1052

10.2.10 OALC Play Area inspection training Inv W-2519 £144.00 CN:1053

10.2.11 Jeffrey Wright Clerks salary May £616.87 CN: 1054

10.2.12 HMRC PAYE/Ni/Liability to 22 June 2023 £130.20 CN: 1055

10.2.13 XL Displays – notice boards Pro forma invoice: 33621 £807.60 CN:1056

The above financial transactions were unanimously agreed.

10.3 Quotations/Tenders

10.3.1 None

10.4 Bank Matters

10.4.1 None

10.5 Other Financial Matters

10.5.1

11 Health and Safety Matters

11.1 Received playground inspection reports from Cllr Wintersgill and Cllr Appleton to 15th May.

11.2 Agreed approved tasks for parish councillors and staff –check risk assessments and training if appropriate - Play area Inspections; Downloading data from speed signs; Attending to bus stop planters Site Meetings; Footpath Inspections; Litter picking. Other voluntary tasks by chairman are carried out for either the ramblers or OCC (Fix My Street) and not for parish council.

12 Training

12.1 Play Area inspection training – four places booked. However, Cllr Appleton cannot attend.

13 Freedom of information requests/receipts

13.1 None

14 Footpaths, Bridleways and Restricted Byway (RUPP)

14.1. Nothing to report

15 Village – Natural Environmental Matters

15.1 Specification of Owl boxes was discussed with an entrance ledge

16 Website

16.1 Website was reviewed.

17 Proposed dates of the Next Meeting (s): July 3rd 6.0pm; 6th August 2023 6.00pm

Signed ____ Cllr Malcolm Ryder Chairman Begbroke Parish Council 3rd July 2023