

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 MEETING OF BEGBROKE PARISH COUNCIL ON MONDAY 3 JUNE 2024 @ 06:00 PM.

1 Present:

1.1 Cllr Malcolm Ryder (Chair); Cllr Leslie Allen (Vice Chair); Cllr Lindsay Gregory; ; Cllr David Wintersgill Cllr, Cllr Beverley Appleton, Ian Middleton, Cllr Jean Conway; Jeffrey Wright – Clerk, Louise Wright – Assistant Clerk.

Apologies:

1.2 Cllr Peter Finbow.

2 Minutes

2.1 The minutes of the parish council meeting on Tuesday 7th May 2024 were unanimously confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1 None

4 Matters Arising

4.1 Vacancy for a parish councillor – no applicants.

4.2 Trees Fernhill Road obstructing footpath – no updates. Malcom to write to OCC to discuss removal of obstruction.

4.3 Rowel Brook weed infestation/potential blockage – Malcolm will get back to the pub to readdress this. (3 June)

4.5 Gigaclear Ltd – gave a presentation before AGM. No residents attended.

5 A44, Highways & Begbroke Science Park

5.1 Pedestrian Crossing – updates. Ian Middleton has meeting with OCC on Friday 7th June, and will raise this and other issues again. Clerk to ask for the dated critical flow paths for the crossing.

5.2 Game Fair Blenheim - temporary no right turn restriction to apply to the junction with the A44 / Langford Lane, will operate from 26 July 2024 up to and including 28 July 2024, 06:00 to 20:00 each day.

6 Reports from County/District Councillors/Other contributors

6.1 County Councillor – report. New CEO has been appointed. Network rail update-Ian will talk to them about getting clarity about crossings. Traffic filters are coming in in Oxford in November. Ian to email report to the clerk. Information in on the OCC website. [Oxford traffic filters | Oxfordshire County Council](#).

Flooding: Fiona Mawson- reminder that there is a meeting with OUDD, Yarnton flood defence. Date not known.

6.3 OALC Report/ CDC report: New Lib Dems administration at CDC. Meeting with OUD about network rail not closing Sandy Lane, Network rail said they have no money to build a bridge but Jean, Leslie and Dorothy are working hard to try and get a bridge. Jean has written to Phil Cotton to ask to keep road open as long as possible.

7 Council Representatives

7.1 BVHMC Report- nothing to add from meeting. There is an applicant has applied for the position as Treasurer but no replacement booking secretary yet. BVHMC were not happy that apparently permission was given by a parish Councillor to a Kidlington team to play football on the football pitch.

7.1.1 Draft Play Area report 2023-24 for BVHMC- there are a few missing dates for reports but other than that fine. Report circulated.

7.2 Oxford Airport report -Invite for a meeting 4 June 2024 received too late to attend.

7.3 Four parishes meeting – updates. Next meeting 8th July on Teams.

8 New Business

8.1 Safeguarding policy – discuss. Clerk has produced a policy. Will be sent round for agreement.

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8.2 New conditions on 2024-25 Zurich insurance policy – review tasks and risk assessments. -Written risk assessments are needed for key activities, for example Parish meetings, inspections, litter picking, meeting contractors. Clerk to send risk assessments to Lesley Allen to check over.

9 Planning

9.1 [Search Results - Planning register | Planning register | Cherwell District Council](#) -No updates.

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

10.1 - Nothing

11 Financial Matters

11.1 Balances/Liabilities: £29,149 (Money) Bank Statements : Current £28,046 (26th April Reserve £4,006 Transfer: £0.00 from reserve to current. Liabilities (listed below and outstanding cheques)

11.2 Income: Bank interest – £5.26;

11.3 Expenditure

11.3.1 Clerks salary May 2024 £661.19 CN: 1131

11.3.2 HMRC PAYE/NI Liability to 22/06/2024 £141.20 CN:1132

11.3.3 Clerks Expenses to 16th May 2024 £308.40 CN: 1133

11.3.4 N R Prickett Grass Cutting play area invoice 2174 £134.40 CN:1121

11.3.5 Baylee Construction, 6month asset inspection; Bus shelter maintenance; Play area repairs/ £489.00 CN: 1134

11.3.6 No other transactions

The above transactions were unanimously approved

11.4 Quotations/Tenders/Grants

11.4.1 Basketball area extension – quotations-to be circulated -circa £10k. Can we get a grant? Possibly from Sports England? Lesley to take to the BVHMC. All in favour of the basketball area. Summary of the quotes to be sent to Lesley to take to BVHMC.

11.4.2 Adult outdoor gym equipment quotation-to be circulated

11.5 Bank Matters

11.5.1 On Line banking [Parish Council Funding | Socially Responsible, Ethical Banking \(unity.co.uk\)-](#)

Unanimously agreed to future online banking. Clerk to investigate.

11.6 Other Financial Matters

11.6.1 Unanimously approved amended Accounting Statements 2023-24 Page 5 incorrect transposition of £18904 to £18,940

11.6.2 Model Financial regulations – discussed document and unanimously approved

11.6.3 Contract of employment for temporary assistant clerk was unanimously approved and signed.

11.6.4 Accounting software [Scribe - Premium Cloud Software for Local Councils \(scribeaccounts.com\)](#)

£12 a month charge for the software, Council have unanimously agreed to paying this charge.

12 Health and Safety Matters

12.1 Playground inspection reports received from Beverly.

12.2 Repairs-Most repairs are done, shackles on swings need to be kept an eye on.

12.3 Rota: June - Peter.

12.4 Brush- cutter training-Malcom will need refresher training and do a risk assessment.

13 Training

13.1 Requests – chairmanship – next course 2025

14 Freedom of information requests/receipts

14.1. None

15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1 Parkers Farm – response sent to OCC

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16 Village – Natural Environmental Matters

16.1 Footpath: The footpath down the lane needs to be trimmed but due to happen soon. Clerk has emailed the council to check the dates.

17 Website & Information

17.1 Website was reviewed.

18 Proposed dates of the Next Meeting (s):

18.1 July 8th 2024

Signed _____ Malcolm Ryder – Chairman Begbroke parish council 2024 8th July 2024