

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 8th July 2024 at 6.00pm** All members of the Council are hereby summoned to attend consider and resolving upon the business to be transacted at the meeting as set out hereunder:

1 Present:

1.1

Apologies:

1.2

2 Minutes

2.1 The minutes of the Parish Council meeting Monday 3rd June to be confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1

4 Matters Arising

4.1 Vacancy for a parish councillor – update.

4.2 Trees Fernhill Road obstructing footpath – no update.

5 A44, Highways & Begbroke Science Park

5.1 Pedestrian Crossing – updates.

5.2 Temporary Road closures Blenheim; Events/Closures - Games fair 26th July – 28th July; - European conference 18th July. Public rights of way closed 16th -19th July

5.3 LED Speed sign faults – see 11.4.2

6 Reports from County/District Councillors/Other contributors

6.1 County Councillor – report.

6.2 Cherwell District Councillor – report.

6.3 OALC Report/ CDC report

6.4 Cherwell Parish Bulletin

7 Council Representatives

7.1 BVHMC Report

- £34.9K in bank
- End of year accounts being created - initial indications that a trading loss of approximately £2k. This was due to works carried out during the year.
- Bookings slightly reduced due to summer
- New Treasurer appointed.
- New committee member added - family activities
- 5 Year plan being updated with costings
- Patio grant to be requested using criteria of new application forms.
- 2 football teams using field - charges being considered if usage over extended period.
- Cleaning equipment for hirers to be updated and comply with colour coding.
- Issues concrete debris following replacement of fence by owner of adjoining property - now believed to be resolved.
- BVHMC advised that playground inspection report has been issued for use at their September meeting.
- Bowls - busy.
- No reps present from WI, Playgroup, or Church.
- Safeguarding - availability of advice and procedures to be investigated.
- Basketball/Netball improvements agreed in principle - further description / supporting drawing required. However, BVHMC Chair wants patio improvements a priority.

7.2 Oxford Airport report.

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

8 New Business

8.1 Annual review of our parish council records at Oxfordshire County Council-Meeting date 22nd July.

8.2 OCC Engagement Team Walk and talk 24th July 10.00am

9 Planning

9.1 [Search Results - Planning register | Planning register | Cherwell District Council](#)

9.2 Botley West Solar Farm: Targeted consultation.

9.3 FOI request regarding Toucan crossing

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

10.1 HMRC codes for Modus accountants.

11 Financial Matters

11.1 Balances/Liabilities: £TBA (SCRIBE) Bank Statements : Current £TBA Reserve £TBA Transfer: £0.00 from reserve to current. Liabilities (listed below and outstanding cheques)

11.2 Income: Bank interest – TBA;

11.3 Expenditure

11.3.1 N R Prickett Grass Cutting play area invoice 2234 £770.40 CN:1135

11.3.2 Starboard Systems Ltd (Scribe) INV-6246 £172.80 CN: 1136

11.3.1 Clerks/Assistant clerks salary June 2024 £943.56-CN 1138 and 1139

11.3.2 OALC-Staff Training-Risk Assessment: £24.00. CN 1140

11.3.3 HMRC PAYE/NI Liability to 22/06/2024 £212.00 CN:1141

11.3.4 MODUS Accountancy Ltd. £120. CN:1142

11.3.5 Other transactions

11.4 Quotations/Tenders/Grants

11.4.1 Laptops/tablets – discuss purchase.

11.4.2 Speed signs – site visit by Traffic Control Systems to assess repairs.

11.5 Bank Matters

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

11.6 Other Financial Matters

11.6.1 Accounting software [Scribe - Premium Cloud Software for Local Councils \(scribeaccounts.com\)](#) Now in use.

11.6.3 Model Financial Regulations – any further reviews?

11.6.4 HMRC Authorisation codes for PAYE/NI and Taxation given to Modus Accountants.

12 Health and Safety Matters

12.1 Playground inspection reports.

12.2 Repairs

12.3 Rota: July Lindsay; August Les

12.4 Brush- cutter training - update

13 Training

13.1 OALC – Clerks and councillors training courses

14 Freedom of information requests/receipts

14.1. None

15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1 Parkers Farm – any updates.

16 Village – Natural Environmental Matters

16.1

17 Website & Information

17.1 Website review

18 Proposed dates of the Next Meeting (s):

18.1 August 5th 2024

Jeffrey Wright – Clerk/RFO 01/07/2024