

Begbroke Parish Council

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MINUTES OF

MEETING OF BEGBROKE PARISH COUNCIL ON MONDAY 2nd September 2024 @ 06:00 PM

1 Present:

1.1 Cllr Malcolm Ryder (Chair); Cllr David Wintersgill Cllr; Cllr Peter Finbow; Cllr Leslie Allen (Vice Chair); Cllr Lindsay Gregory; Cllr Jean Conway; Jeffrey Wright – Clerk, Louise Wright – Assistant Clerk; Dionne Wright-(Co-opted member).

Apologies:

1.2 Cllr Ian Middleton, Cllr Beverley Appleton.

2 Minutes

2.1 The minutes of the Parish Council meeting Monday 8th July were confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1 None declared

4 Matters Arising

4.1 Vacancy for a parish councillor – update. Dionne Wright has put themselves forward as Councillor, unanimously agreed.

4.2 Trees Fernhill Road obstructing footpath – completed.

4.3 New email addresses/Laptops for Councillors – completed? Everyone is happy with their laptops and are using new email addresses.

4.4 OCC Engagement Team Walk and talk 24th July 10.00am – update. Malcom and Jeff met with the team, discussed the crossing, Rowel drive, Willow Way, which is a low priority because it is a cul-de-sac. Malcolm had a meeting at Blenheim about the TTOR's and they will look into this. The footpath from Bladon along the dual-carriageway to be scrapped.

5 A44, Highways & Begbroke Science Park

5.1 Toucan pedestrian Crossing – update- Malcolm had a Teams meeting regarding this, the carriageway is not able to be closed until January 2025, and Malcolm has asked for the TTOR's to be done before December. Proposed date for crossing is 6th January 2025.

5.2 Reviewed TTRO for Game Fair.

5.3 Sandy Lane – Network Rail has put closure on hold as anticipated growth in the use of freight. trains have not materialised (see our FOI request)-This is now on hold due to funding issues.

6 Reports from County/District Councillors/Other contributors

6.1 County Councillor – report-not available.

6.2 Cherwell District Councillor – report.- Sandy Lane – we are trying to get confirmation that OCC will work with NR to keep Sandy Lane open for the next five years. Campsfield – there is a public consultation on 8 November. In the UK business awards within their group Cherwell came 13th. PR8 – this comes to planning on 5 September.

6.3 OALC Report. Has been circulated.

6.4 Cherwell Parish Bulletin-not reviewed.

7 Council Representatives

7.1 BVHMC Report

- Bruce continuing as bookings secretary until new appointment is up to speed.
- Appointment of Trustees to be revisited and updated.
- Treasurers report not available but reserves the same as last meeting (Circa £34 K in bank)
- Bookings - ticking over.
- Playgroup heaters - to be assessed for upgrade to modern and better controlled units.
- Patio proposals to be progressed - new quotes to be obtained.
- Flat roof - cost to be obtained for replacement - will need Building Regs approval to comply with latest insulation requirements.
- Grant request to be submitted to Parish Council for table tennis table -anticipated purchase cost circa £600.
- Upgrading of basketball safety surface to be put on hold for now. BVHMC to seek opinions of users and villagers as to what facilities might be needed in the future - some suggestions that the goal / basketball would be better turned by 90 degrees - this would prove to be expensive.
- Brief discussions about potentially increasing car parking facilities by removing hedge on to Begbroke Lane frontage.

- No reps from WI, Church, and Playgroup.
- Social club planned picnic for 7 September - Yarnton brass band and disco included.
- Health & Safety - Consultant will be required to cover any areas where sufficient H&S knowledge does not exist within the BVHMC.
- The Village Hall secretary has resigned.
- Next meeting and AGM - 19 September 2024.-Malcolm will attend.

7.2 Oxford Airport report. No updates.

7.3 Four parishes meeting – No updates.

8 New Business

8.1 Bus stop surveys: Clerk to email information.

8.2 Clerks/Assistant Clerks positions – update. All agreed that Louise Wright will take over as Clerk and Jeff Wright will take on the assistant clerk role.

8.3 Willow Way – letter sent to Liz Leffman at OCC, inadequate response received.

9 Planning

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

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

10.1 Moore – Conclusion of Audit papers.

10.2 Solar Farm papers regarding protection of tree, Clerk to respond.

11 Financial Matters

11.1 Balances/Liabilities: Bank Statements : Current £16,687.65 Reserve £4,030.22 Transfer: £0.00 from reserve to current. Liabilities (listed below and outstanding cheques)

11.2 Income: Bank interest – £5.28

11.3 Expenditure

11.3.1 Clerks/Assistant clerks salary July 2024 £1002.76-CN 1145 £661.19 and 1146 £341.57

11.3.2 HMRC PAYE/NI Liability £212.00 CN:1147

11.3.3 HP Laptops ref: HPSCEO18740993 10/07/2024 £2,103.51 CHAPS Payment

11.3.4 Malcolm Ryder refundable expenses £79.99 CN:1148

11.3.5 Moore – Conclusion of external audit. Invoice No.: 324868 £252 CN: 1150

11.3.6 N R Prickett Grass cutting Inv 2291 £501.60 CN:1151

11.3.7 Clerks/Assistant clerks salary August 2024 £1002.76-1152 £341.57 CN 1153 £661.19

11.3.8 HMRC PAYE/NI Liability Month 5 £93.60 .00 CN:1154

11.3.9 Clerks refundable expenses £93.59 CN:1155

11.3.10 Playsafety - External Play Area Inspection Inv. 82749 £117.60 CN: 1156

11.3.11 Land Registry – Title for ON127551 £7.00 CN: 1157

11.3.12 N R Prickett Grass cutting Inv 2327 £406.80 CN:1158

11.3.13 Other transactions

The above transactions were unanimously approved.

11.4 Quotations/Tenders/Grants

11.4.1 None

11.5 Bank Matters

11.5.1 Online banking [Parish Council Funding | Socially Responsible, Ethical Banking \(unity.co.uk\)](#) Application in progress. New Clerk will get this up and running. All to be added to the list of payment approvers on the account. Unanimously agreed.

11.5.2 Interest rate reduction on reserve account.

11.6 Other Financial Matters

11.6.1 Conclusion of external audit

11.6.2 Notice of Conclusion of Audit – posted.

11.6.3 Comprehensive individual email account backup service. £2/month per e-mail. Arranged for clerk/Assistant clerk to be protected.

11.6.4 Councillor Allowances. The only person who is eligible for the allowance is the Chair. Clerk to double check about who can receive the payment.

12 Health and Safety Matters

12.1 Playground inspection reports received from Les. The only thing outstanding is the sign poles which are still slightly loose. Two near front fence are a bit loose. Sandbags are done.

12.2 Repairs – clerk has met Bailey Construction on site. Clerk met with them to talk about any repairs that need doing.

12.3 RoSPA 2024 report now received and circulated. In progress.

12.4 Rota: September – Malcolm; October – David; November - Beverly

12.5 Health and Safety Policy review-In progress.

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 – rejected due to insufficient evidence. However, footpath now established from Grovelands over bridge to Oxford Canal. Suggest obtaining landowners property deeds and lodge an objection. If the Parish Council are not happy with the report objections need to be put in within 24 days, Clerk has applied for the maps. Finance act maps 1829 do show a footpath. Clerk to send to Jean Conway to take to the meeting with the council on Thursday 5th September.

16 Village – Natural Environmental Matters

16.1 – Swift boxes were not obtained in time for this year. Bulbs are to be planted.

17 Website & Information

17.1 Website review-add notice on the website so the contact details for the Village hall committee is more prevalent.

18 Proposed dates of the Next Meeting (s):

18.1 October 7th, 2024

Louise Wright – Clerk/RFO 02/09/2024