

# Spelsbury Parish Council

MINUTES 20220607

JUNE 7, 2022

7.31 PM

SPELSBURY MEMORIAL HALL

<b>ATTENDEES</b>	Cllr Beacham, Cllr Blackwell, Cllr Datson, Cllr Leyland, Cllr Pickering Anne Ogilvie (Clerk) No members of public
<b>ABSENT</b>	Nil

- 1. Welcome from the Chairman**  
The Chairman welcomed everyone to the meeting.
- 2. To receive apologies for absence**  
Nil
- 3. To approve and sign the minutes of the meeting on 03 May 2022**  
It was **resolved** to approve the minutes of the meeting on 03 May 2022. The minutes were signed by the Chairman.
- 4. To receive declarations of interest from Members regarding items on the agenda**  
Nil
- 5. Public participation – to allow members of the public/press to comment on any item on the agenda, bring any matter to the attention of the Council, or request the inclusion of an item on a future agenda. In accordance with Standing Orders, this will not exceed 20 minutes in total and 2 minutes per person.**  
Nil
- 6. To approve the Statement of Accounts to 31 March 2022**  
It was **resolved** to approve the Statement of Accounts to 31 March 2022.  
The Statement of Accounts was signed by the Chairman.
- 7. To approve the bank reconciliation to 31 March 2022**  
It was **resolved** to approve the bank reconciliation to 31 March 2022.
- 8. To receive and comment on the internal audit report for the year ending 31 March 2022**  
The internal audit report for the year ending 31 March 2022 was received and noted.  
The recommendations from the internal auditor were noted, and the following actions agreed:  
a) The council will undertake a Review of Effectiveness of Audit.  
b) Training will be added as a regular item on the agenda.
- 9. To complete and sign the Annual Governance Statement for the year ending 31 March 2022**  
The Annual Governance Statement for the year ending 31 March 2022 was completed by the Council.  
It was **resolved** to approve the Annual Governance Statement for the year ending 31 March 2022.  
The Statement was signed by the Chairman and the Clerk.
- 10. To approve and sign the Accounting Statements for the year ending 31 March 2022**  
It was noted that the RFO had signed the Accounting Statements.  
It was **resolved** to approve the Accounting Statements for the year ending 31 March 2022.  
The Accounting Statements were signed by the Chairman.
- 11. To approve the Certificate of Exemption – AGAR 2021/22**  
It was **resolved** that the Council is exempt from the requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor.  
It was **resolved** to approve the signing of the Certificate of Exemption – AGAR 2021-2022.  
The Certificate of Exemption was signed by the Chairman and the Clerk.
- 12. To set the date for the commencement of the Exercise of Public Rights**  
The Clerk advised that this period needs to be 30 working days and include the first ten working days in July. The Clerk proposed 13 June 2022 as the commencement date, with the end date being 22 July 2022. These dates were checked for compliance.  
It was **resolved** to approve 13 June 2022 as the commencement date of the Exercise of Public Rights, with the end date being 22 July 2022.

Signed

(Chairman)

Date

2022/14

## Spelsbury Parish Council

### 13. Finance

#### a. To approve current expenditure

It was **resolved** to approve the following expenditure:

Hugopickering.com	Mailboxes – May	£40.00	Bank transfer
Hugopickering.com	Mailboxes – June	£40.00	Bank transfer
Jane Olds	Internal audit	£190.00	Bank transfer
Bitdefender	Antivirus plus	£14.99	Bank transfer
Spelsbury Memorial Hall	Hall hire 07/06/22	£16.00	Bank transfer
ElanCity	Speed indication device	£2,534.51	Bank transfer
Microsoft	Office 365 council computer	£113.76	Bank transfer
Charlbury Garden Company	Mowing: March – May	£228.00	Bank transfer
HMRC	P2 – PAYE/NI		Bank transfer
OCC LPGS	Pension – May		Bank transfer
Anne Ogilvie	Clerk administration reimbursement	£12.36	Bank transfer

#### b. To instruct bank signatories to sign approved payments or process approved payments

It was **resolved** to approve current bank signatories to process the approved bank transfer payments.

### 14. To receive items for information only

a. Planning application 22/01436/HHD – Replacement porch to front and access paving for disabled – Lower Farm Cottage, Cote Lane, Taston – comment by 28 June 2022

b. Notice of Making of Public Footpath Diversion Order and Definitive Map and Statement Modification Order Highways Act 1980, Wildlife and Countryside Act 1981  
The Oxfordshire County Council, Spelsbury Footpaths No 19 and 21 (parts) and Charlbury Footpath No 3 (part), Public Path Diversion and Definitive Map and Statement Modification Order 2022

Notice of Making of Public Path Extinguishment Order and Definitive Map and Statement Modification Order Highways Act 1980, Wildlife and Countryside Act 1981

The Oxfordshire County Council, Spelsbury Footpath No 19 (part), Public Path Extinguishment and Definitive Map and Statement Modification Order 2022

Public inspection and opportunity to comment from 02 June 2022 to 04 July 2022.

### 15. To receive requests for motions for the next agenda, and to note that motions and background papers (including quotations) for the next agenda must be received by the Clerk at least one week before the next meeting

It was noted that motions and background papers (including quotations) for the next agenda must be received by the Clerk at least one week before the next meeting.

### 16. Next meeting – to note date, time and venue of next meeting

Tuesday 05 July 2022, 7.30 pm, Spelsbury Memorial Hall.

**The meeting was closed at 8.11 pm**

Signed

(Chairman)

Date

2022/15