

Spelsbury Parish Council

MINUTES 20230706

JULY 6, 2023

8.00 PM

SPELSBURY MEMORIAL HALL

ATTENDEES	Cllr Beacham, Cllr Blackwell, Cllr Leyland (Chairman), Cllr Pickering Anne Ogilvie (Clerk) No members of public
ABSENT	Cllr Datson

87. Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

88. To receive apologies for absence

Apologies were received from Cllr Datson and OCC Cllr Liz Leffman.

89. To approve and sign the minutes of the meeting on 22 June 2023

It was **resolved** to approve the minutes of the meeting on 22 June 2023. The minutes were signed by the Chairman.

90. To receive declarations of interest from Members regarding items on the agenda

None.

91. Public participation – to allow members of the public/press to comment on any item on the agenda or bring any matter to the attention of the Council. In accordance with Standing Orders, this will not exceed 20 minutes in total and 2 minutes per person.

None.

92. To receive reports from County and District Councillors

None.

93. To receive and comment on the Clerk's report

The Clerk's report was received and noted.

It was **resolved** to comment on the OCC Consultation (Spelsbury Parish) (20 mph speed limits).

The Council was concerned about the number of repeater signs proposed for Spelsbury, Dean and Taston.

94. Planning and enforcement

a. Any planning applications received before date of meeting

None.

b. Updates of previous planning applications and enforcement actions

22/03415/FUL – Construction of automotive museum building and museum exhibition building with associated corporate hospitality/club space, public food and beverage, retail, workshops, showroom and energy centre and formation of car exercise road. Construction of supporting holiday homes together with the formation of landscaped grounds, associated site services and other works – The Driving Centre, Enstone Airfield, Enstone, Chipping Norton, OX7 3DR – Awaiting decision

It was noted that an Interim Order Decision had been made, ROW3278807, regarding Dean Grove.

95. Business items

a. To receive an update from the Climate Emergency working group and agree actions

Cllr Pickering advised that he would be attending the Parishes Together meeting at Charlbury in July on behalf of the Council.

b. To receive an update from the Parish Plan working group and agree actions

There was no update from the working group.

c. To receive an update regarding the parish dog bins and agree actions

A response had been received from WODC regarding the Council's dog bins which had been removed by WODC. WODC were prepared to return the bins to the Council, rather than recompense the Council for the value of the bins.

It was **resolved** not to request the return of the bins as the Council had no place to store them.

It was **resolved** to remove the dog bins in Spelsbury and Taston from the asset register.

d. To receive the playground inspection report and agree actions

The playground inspection report, 25 June 2023, was received and noted.

Signed

(Chairman)

Date

2023/17

Spelsbury Parish Council

The following issues were noted:

- the cradle swing is showing signs of wear on the underside of the seat and the vertical supports;
- the gate catch at the Quickset Close entrance needs to be repaired;
- there are weeds in the carousel safety surface;
- the bush and tree branches are overhanging the playground.

e. To consider purchasing a replacement cradle swing seat and agree actions

It was **resolved** to purchase a black replacement cradle swing seat if this was recommended in the annual independent playground inspection report.

f. To approve the appointment of an internal auditor for the year to 31 March 2024 and agree actions

It was noted that Jane Olds would not be available to undertake the internal audit for the year to 31 March 2024.

It was **resolved** that the Clerk would seek the services of an alternative internal auditor.

g. To consider pedestrian safety on the roads in the parish and agree actions

It was **resolved** to defer this motion to the next agenda.

96. Finance

a. To ratify expenditure since the last meeting

It was **resolved** to approve the following expenditure since the last meeting:

Unity Bank	Bank charge	£18.00
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b. To approve current expenditure

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

Hugopickering.com	Mailboxes – June	£46.20	Bank transfer
TP Jones & Co LLP	Payroll April – June	£59.40	Bank transfer
Anne Ogilvie	Clerk administration reimbursement	£14.93	Bank transfer
Charlbury Garden Company	April – June	£168.00	Bank transfer
SLCC membership	2023-24 (part)	£39.84	Bank transfer
Hugopickering.com	Mailboxes – July	£46.20	Bank transfer

c. To instruct bank signatories to sign approved payments or process approved payments

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

d. To note monies received

None.

e. To receive the update of the current status of the bank accounts

Unity Trust current account as of 30 June 2023 - £9,180.54

Barclays current account as of 26 May 2023 - £0.00

Barclays savings account as of 26 May 2023 - £0.00

f. To approve the bank reconciliation

It was **resolved** to approve the following bank reconciliations:

Unity Trust current account to 31 May 2023

Unity Trust current account to 03 June 2023

Unity Trust current account to 30 June 2023

g. To approve the finance update

It was **resolved** to approve the finance update to 30 June 2023

Receipts to 30 June 2023 - £4,310.00

Payments to 30 June 2023 - £2,498.01

Balance at 30 June 2023 - £9,130.54

It was noted that 24% of the budget had been used to 30 June 2023.

It was **resolved** to approve the budget update to 30 June 2023.

It was noted that £144.25 of earmarked reserves and £0.00 of general reserves had been used to 30 June 2023.

It was **resolved** to approve the earmarked reserves and general reserves.

h. To review and approve the Disciplinary and Grievance Policy

It was **resolved** to approve the Disciplinary and Grievance Policy.

Signed

(Chairman)

Date

2023/18

Spelsbury Parish Council

- i. **To review and approve the Health and Safety Policy**
It was **resolved** to approve the Health and Safety Policy.
- j. **To review and approve the Sickness and Absence Policy**
It was **resolved** to approve the Sickness and Absence Policy.
- k. **To review and approve the Virtual Meeting Procedure**
It was **resolved** to approve the Virtual Meeting Procedure.
- l. **To review and approve the Risk Assessment**
It was **resolved** to approve the Risk Assessment.

97. To receive items for information only

- It was noted that the Clerk would be on annual leave for a week in July, a week in August, a week in September and a week in November.

98. 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

No motion requests were received.

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.

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

Tuesday 05 September 2023, 7.30 pm, at Spelsbury Memorial Hall.

The meeting was closed at 8.45 pm

Signed

(Chairman)

Date

2023/19