

MINUTES 20240305

MARCH 5, 2024

7:30PM

SPELSBURY MEMORIAL HALL

\$ 77 (1' ((6	Cllr Beacham, Cllr Blackwell, Cllr Leyland (Chairman), Cllr Pickering Anne Ogilvie (Clerk) No members of the public
\$ % 6 (17	Cllr Datson

:HOFRPH IURP WKH &KDLUPDQ

The Chairman, Cllr Leyland, welcomed everyone to the meeting7R UHFHLYH DSRORJLHV IRU DEVHQFH
Apologies were received from Cllr Datson and OCC Cllr Leffman7R DSSURYH DQG VLJQ WKH PLQXWHV RI WKH PHHWLQJ RQ -DQXDU\
It was agreed to approve the minutes of the meeting on 09 January 2024. The minutes were signed by the Chairman7R UHFHLYH GHFODUDWLRQV RI LQWHUHVU IURP OHPEHUV UHJDUGLQJ
None.3XEOLF SDUWLFLSDWLRQ ± WR DOORZ PHPEHUV RI WKH SXEOLF SUHV
DJHQGD RU EULQJ DQ\ PDWWHU WR WKH DWWHQWLQJ RI WKH &RXQFLO
2UGHUV WKLW ZLOO QRW H[FHHG PLQXWHV LQ WRWDO DQG PLQXWH
None.7R UHFHLYH UHSRUW IURP &RXQW\ DQG 'LVWULFW &RXQFLOORUV
No reports were received from the County and District Councillors.7R UHFHLYH DQG FRPPHQW RQ WKH &OHUN\ UHSRUW
**The Clerk's report was received and noted
It was agreed to request that OCC move the new grit bin to the correct position in Taston and remove the damaged bin**3ODQQQLQJ DQG HQIRUFHPPHQW
\$Q\ SODQQQLQJ DSSOLFDWLRQV UHFHLYHG EHIRUH GDWH RI PHHWLQJ
None.3ODQQQLQJ DQG HQIRUFHPPHQW
8SGDWHV RI SUHYLRXV SODQQQLQJ DSSOLFDWLRQV DQG HQIRUFHPPHQW
No updates.7R UHFHLYH DQ XSGDWH IURP WKH &OLPDWH (PHUJHQF\ ZRUNLQJ JURX
Cllr Pickering advised that there was nothing new to report7R UHFHLYH DQ XSGDWH IURP WKH 3DULVK 3ODQ ZRUNLQJ JURXS DQG
There was no update from the working group7R UHFHLYH WKH SOD\JURXQG LQVSHFWLRQ UHSRUW DQG DJUHH DFWL
**The playground inspection report was received and noted
It was noted that the gate catch has been fixed, and the new sign has been put up**7R UHFHLYH DQ XSGDWH UHJDUGLQJ SHGHVWULDQ VDIHW\ LQ 6SHOVEXU
The Clerk reported that the plan agreed at January's meeting had been sent to OCC and a site meeting had been requested7R FRQVLGHU GRQDWLRQ UHTXHVWV DQG DJUHH DFWLRQV
It was agreed not to offer donations to the requesting organisations.7R FRQVLGHU WKH GDWH WLPH YHQXH DQG IRUPDW RI WKH \$QQXDO
It was agreed to hold the Annual Parish Meeting on Tuesday 21 May, at 7:30pm, at Spelsbury Memorial Hall7R UHFHLYH DQ XSGDWH UHJDUGLQJ WKH 0D\ &RXQFLO HOHFWLRQ
An update was received from the Clerk. It was noted that the Clerk would be attending the Election Briefing from WODC on Wednesday 06 March, and would send an update to Council after this.

Signed

(Chairman)

Date

2024/

7R FRQVLGHU VHQQGLQJ D UHSUHVHQWDWLYH WR :2'&1V QDWXUH UHFR
0DUFK DQG DJUHH DFWLRQV

It was UHVR to approve that the Clerk would attend WDC's nature recovery guide launch event on behalf of the council.

)LQDQFH ± 7R UDWLII WKH H[SHQGLWXUH VLQFH WKH ODVW PHHWLQJ
It was UHVR to approve the following expenditure since the last meeting

Anne Ogilvie	Salary- January	SO
Anne Ogilvie	Salary- January (remainder)	Bank transfer
Anne Ogilvie	Salary- February	SO
Anne Ogilvie	Salary- February (remainder)	Bank transfer
HMRC	PAYENI- P10	Bank transfer
HMRC	PAYENI- P11	Bank transfer
OCC IGPS	Pension- January	Bank transfer
OCC IGPS	Pension- February	Bank transfer
Cottsway Housing Association	Playground rent 2023/24	£5000 DD

)LQDQFH ± 7R DSSURYH FXUUHQW H[SHQGLWXUH

It was UHVR to approve the following expenditure:

Hugopickering.com	Mailboxes - February	£4620	Bank transfer
Hugopickering.com	Mailboxes - March	£4620	Bank transfer
OALC	Annual membership	£16800	Bank transfer
Spekbury Memorial Hall	Hall hire - March	£1600	Bank transfer
Anne Ogilvie	Clerk administration reimbursement	£3664	Bank transfer

7R LQVWUXFW WKH EDQN VLJQDWRULHV WR SURFHVV WKH DSSURYHG
It was UHVR to approve the current bank signatories to process the approved bank transfer payments.

7R QRWH PRQLHV UHFHLYHG	
Ubico Ltd	Invoice adjustment £1307

7R UHFHLYH WKH XSGDWH RI WKH FXUUHQW VWDWXV RI WKH EDQN DFWLRQV
Unity Trust current account as of 29 February 2024- £8379.21
Credit in the HMRC PAYE account as of 29 February 2024- £130.39

7R DSSURYH WKH EDQN UHFRQFLOLDWLQJ

It was UHVR to approve the following bank reconciliations:

Unity Trust current account to 31 January 2024

Unity Trust current account to 29 February 2024

7R DSSURYH WKH ILQDQFH XSGDWH

It was UHVR to approve the finance update to 29 February 2024

Receipts to 29 February 2024- £8,826.46

Payments to 29 February 2024 £7,653.49

Balance to 29 February 2024- £8,491.52

7R DSSURYH WKH EXGJHW XSGDWH

It was noted that 78% of the budget had been used to 29 February 2024

It was noted that the clerk's salary, employer pension and mailbox lines will be over budget by the end of the year.

It was UHVR to approve the budget update to 29 February 2024

7R DSSURYH WKH HDUPDUNHG DQG JHQHUDO UHVHUYHV

It was noted that £144.25 of earmarked reserves and £0.00 of general reserves had been used to 29 February 2024

Reserve levels as of 29 February 2024- Earmarked reserves: £523.01; General reserves: £6,857.75

It was UHVR to approve the earmarked reserves and general reserves.

7R FRQVLGHU WKH YLUHPHQW UHSRUW DQG DJUHH DFWLRQV

The vicar's report was considered

It was UHVR to approve the vicar's report

7R UHYLHZ DQG DSSURYH WKH 3UHVW DQG OHGLD 3ROLF\

It was UHVR to approve the Press and Media Policy.

Signed

(Chairman)

Date

2024/

7R UHYLHZ DQG DSSURYH WKH &R RSWLRQ 3ROLF\
It was UHVR To approve the Co-opton Policy.

7R UHYLHZ DQG DSSURYH WKH)UHHGRP RI ,QIRUPDWLRQ 6FKHPH
It was UHVR To approve the Freedom of Information Scheme.

7R UHYLHZ DQG DSSURYH WKH +LJK &RQVHTXHQFH ,QHFWRXV 'LVHDV
It was UHVR To approve the High Consequence Infectious Disease Policy.

7R UHYLHZ DQG DSSURYH WKH 6WDII 5HFUXLWPHQW DQG 5HWHQWLRQ
It was UHVR To approve the Staff Recruitment and Retention Policy.

7R UHYLHZ DQG DSSURYH WKH ([SHQVHV 3ROLF\
It was UHVR To approve the Expenses Policy.

7R UHYLHZ DQG DSSURYH WKH 5HVHUYHV 3ROLF\
It was UHVR To approve the Reserves Policy.

7R UHFHLYH WKH DVVHW LQVSHFWLRQ UHSRUW DQG DJUHH DFWLRQV
The report of the asset inspection on 04 March 2024 was received and noted
It was agreed to add the extra grit bin in Taston, and remove the two missing twenty's plenty signs.

7R UHYLHZ DQG DSSURYH WKH DVVHW UHJLVWHU
It was UHVR To approve the asset register with the amendments following the asset inspection

7R UHFHLYH LWHPV IRU LQIRUPDWLRQ RQO\
Cllr Pickering noted that it was 100th anniversary this year of the fire which destroyed the Cheques Inn, and suggested the village create a 'Pub for a day' at the Memorial Hall. It was agreed to create an agenda item for the May meeting
Cllr Beacham has created an article about the May election for the Parish Magazine.

7R UHFHLYH UHTXHVWV IRU PRWLQV IRU WKH QH[W DJHQGD DQG WR
 EDFNJURXQG SDSHUV LQFOXGLQJ TXRWDWLQV IRU WKH QH[W DJHQGD
 DW OHDVW RQH ZHHN EHIRUH WKH QH[W PHHWLQJ
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

1H[W PHHWLQJ ± WR QRWH GDWH WLPH DQG YHQXH RI QH[W PHHWLQJ
The Clerk will confirm the date of the next Council meeting when it is known if there is a contested election
It was noted the meeting must be held between 10 and 20 May.

7R FRQVLGHU ZKHWKHU WR UHVROYH XQGHU 6HFWLRQ RI WKH 3XE
 0HHWLQJV \$FW WR H[FOXGH WKH SUHV DQG SXEOLF WR SURWHFW
 EXVLQHVV WR EH WUDQVDFWHG GXULQJ FRQVLGHUWLRQ RI WKH IROO
It was UHVR Under Section 1(2) of the Public Bodies (Admission to Meetings Act) 1960 to exclude the press and public to protect the confidential nature of the business to be transacted during consideration of the following item

7R FRPSOHWH DQG DSSURYH WKH 3HQVLRQ 'LVFUHWLRQDU\ 3ROLF\
It was UHVR To offer the minimum possible in the Pension Discretionary Policy.
It was UHVR To review the policy in the new financial year.

The Chairman thanked the councillors for their service to the Council and the community.
The meeting was closed at 8.18pm

Signed

(Chairman)

Date

2024/