

# Spelsbury Parish Council

MINUTES 20190903 DRAFT

SEPTEMBER 3, 2019 7.30 PM

SPELSBURY MEMORIAL HALL

<b>ATTENDEES</b>	Simeon Harvey (Chairman), Helen Datson, Cllr Neil Owen (WODC), Cllr Liz Leffman (OCC) No members of the public Anne Ogilvie (Clerk),
<b>ABSENT</b>	Graham Beacham

The Chairman welcomed everybody to the meeting.

**1. To receive apologies for absence**

Apologies were received from Graham Beacham.

**2. To approve and sign the minutes of the meeting on 02 July 2019**

The minutes of the meeting on 02 July 2019 were approved by the Council, and signed by the Chairman.

**3. To receive declarations of interest from Members**

Rick Leyland declared as interest as a Trustee of the John Cary Almshouse Trust.

**4. Public participation**

None

**5. Reports from County and District Councillors**

**WODC Report – Cllr Neil Owen**

There was nothing really to report over the summer. He envisaged that when the various groups have been set up regarding the Climate Emergency, reports will be issued.

**OCC Report – Cllr Liz Leffman**

August was a quiet month at OCC. Liz was extremely pleased that the road has been resurfaced between Spelsbury and Chadlington. She provided the details for the new Highways Contact to the Council.

**6. Receive and comment on Clerk's report to 02 September 2019, appendix A, appended to minutes**

The Clerk's report had been circulated to the Council prior to the meeting. There were no comments.

**7. Matters arising from previous meeting requiring Council resolution**

None.

**8. Planning**

**a. Any planning applications received after agenda issue and before date of meeting – None**

**b. Update of previous planning applications**

**19/01249/LBC** – Refurbishment of existing rooms on the second floor of the main house – The Mansion, Ditchley Park, Enstone. Approved – 11 July 2019.

**9. Correspondence received – appendix B**

**a. Emails received have been forwarded to Councillors**

**b. Letter – WODC – Invitation to Town and Parish Council Forum on 10 October 2019 –** Councillors to inform Clerk if they wish to attend.

**c. Email – Chipping Norton Theatre – Invitation to reception on 19 September 2019 –** Councillors to inform Helen if they wish to attend.

**d. Letter – WODC – Cotswolds Garden Village Area Action Plan –** No comment.

**e. Email – OCC – Deddington Depot Open Day on 05 October 2019 –** No attendees.

**f. Request for village rep for Friends of All Saints Church, Spelsbury –** Clerk to provide Chairman's details to the organization.

**10. Business items**

**a. Almshouses Triangle – to agree to adopt the Almshouses triangle**

Representation had been received from the Chair of the John Cary Almshouse Trust indicating their interest in adopting this land. It was **resolved** not to attempt to adopt the land at this point in time, and to support the Trust in their attempt to do so.

Signed

(Chairman)

Date

## Spelsbury Parish Council

**Action:** Clerk to inform Trust that the Council will not be attempting to adopt the land, and would be happy to offer assistance to the Trust regarding this.

**b. Twentys Plenty signage for Dean – to agree to purchase Twentys Plenty signage for Dean**

It was **resolved** to purchase three signs and fixings, two for Dean and one for Taston.

**Action:** Clerk to purchase three signs and fixings, as per previous.

**c. RoSPA annual playground inspection – to receive and comment on inspection report, and agree action, appendix C**

The report comments were noted, and work will be carried out on the relevant items. It was **resolved** to ask Ken Wakefield to tidy the path from Quickset Close to the playground.

**Action:** Rick Leyland to arrange the necessary works.

**Action:** Clerk to ask Ken Wakefield to tidy the path from Quickset Close to the playground.

**d. Website accessibility – to receive report from Cllr Datson regarding work required for website to meet new standards, and agree action**

A report had been received from the website provider. It was **resolved** to request the price for the required works. These will be provided to the Council for decision at the next meeting.

**Action:** Helen to obtain price for the required works and forward to Council.

**e. Winter salt – to decide whether to request the free salt from OCC**

It was **resolved** not to request the free salt.

### 11. Finance

**a. To approve current expenditure – appendix D**

The following expenditure was approved

ICO	data protection renewal	£40.00
Playsafety Ltd	annual playground inspection	£82.20
Ken Wakefield	grass cutting – May to July	£120.00

**b. To approve Council administration costs – appendix E**

The administration costs as per appendix E were approved.

**c. To instruct bank signatories to sign approved cheque payments**

Approved cheque payments were signed.

**d. Update of current status to bank accounts – appendix F**

Current account as of 02 September 2019- £10,143.91

Savings account as of 02 September 2019 - £4,801.35

**e. To approve current year budget update – appendix G**

The budget update, circulated to the Council prior to the meeting, was approved.

**f. To approve bank reconciliation – appendix H**

The bank reconciliations to July 2019, circulated to the Council prior to the meeting, were approved. The August bank statement has not been received.

**g. To approve finance update – appendix I**

Finance update, circulated to the Council prior to the meeting, was approved.

**h. To note receipt of returned Certificate of Exemption by Moore-Stephens**

Moore-Stephens have returned the Certificate of Exemption.

**i. To review draft budget for 2020-21 and agree actions – appendix J**

The draft budget was reviewed. Options and costs for community projects and events will be investigated by councillors for the next meeting.

**Action:** Councillors to investigate community project and events options and costs.

### 12. Items for information only

**a. Road sign near Dean Mill –Cllr Leffman will inform OCC that the road sign on the corner by Dean Mill has not yet been reinstalled, and is currently on the ground.**

### 13. Next meeting – Tuesday 05 November 2019.

The meeting was closed at 8.30 pm

Signed

(Chairman)

Date