



**MINUTES OF THE STRATTON AUDLEY PARISH COUNCIL
ON TUESDAY 11 FEBRUARY 2015 AT 7.00PM
IN ST MARY & ST EDBURGA CHURCH, STRATTON AUDLEY**

Present: Mr N Ferguson (Chairman), Mr Anthony Flack, Mr J Honsinger, Mrs L Korsak, Mrs H Smithers

In attendance: Mrs J Olds (Parish Clerk)

Apologies: None

Public Participation: None

1. Apologies for absence

No apologies had been received.

2. Declarations of interest

There were no declarations of interest.

3. Public participation

There were no members of public in attendance.

4. Minutes of the meeting held on Tuesday 13 January and the additional meeting held on Tuesday 27 January 2015

It was **RESOLVED** that these be accepted as a true record of proceedings and were signed by the Chairman.

5. Update on progress from the Minutes

a. Precept

The Clerk had notified CDC of the Precept request.

6. Report from District and County Councillors

No reports had been received.

7. Finance

a. To receive the financial report

As at 5 February the Accounts stood at

Current Account £1,745.88

Savings Account £14,951.27

There were four outstanding cheques totalling £206.00; two of which have been lost due to the fire at OALC, £0.17 in interest had been received.

b. To consider invoices for payment

The Councillors **RESOLVED** to approve the following payments.

Payment to:	Budget	Cheque No	Amount
Stratton Audley and Godington PCC for hire of Church for 2 x January Meetings	Church Hire	500096	£60.00
OALC for Good Councillors guides (replacement for cheque no: 500083 lost in fire)	Training	500097	£14.00

The standing order to pay the Clerk £149.59 was debited from the current account on 9 January.

The Clerk reported that the OALC Audit Course had been cancelled.

8. 2015/16 Meeting Dates and venue

The Councillors considered the meeting dates for the forthcoming year and **RESOLVED** to change the day of the month of the meeting from the second Tuesday to the first Tuesday, to avoid clashing with the Historical Society. The Clerk would draw up a new list of dates and bring them to the next meeting.

The Clerk had been informed that the Red Lion Publican would be prepared to let the Parish Council hire a room in the pub. The Clerk informed the Councillors that she had taken advice from OALC and provided the hire charge was less than the cost to hire the Church it would be acceptable to use a room in the pub.

The Councillors **RESOLVED** to agree to the Clerk consulting with the Publican and obtaining the costs for hiring a room in the Red Lion.

9. New Standing Orders

The Councillors considered the Standing Orders.

Following the query raised at the 27 January meeting regarding Clause 13 of the Standing Orders, the Clerk had investigated whether an additional clause was available to include Councillors' objections to the minutes and reported that she believed the current clauses were adequate. Councillors are able to correct factual inaccuracies under clause 13.b., and 13.c. outlines the procedure for recording the inaccurate information.

The Councillors considered the rest of the text of the Standing Orders and agreed the Clerk's recommendations. The Clerk would make a final copy incorporating the agreed changes which would be circulated ready for adoption at the next meeting.

10. Email Communications Policy

The Councillors **RESOLVED** to agree to the final draft of the email communications policy.

11. Community Led Plan

a. To Receive an update

Cllr Honsinger reported that the questionnaire was now ready for the Clerk to do a final proof read and send to the printers.

The Clerk provided printing quotations and the Councillors **RESOLVED** to agree to use 86 Creative Print for the work. 200 copies of the questionnaire would cost £80, 100 A5 postcards would cost £96 and 250 information leaflets would cost £105 which would come out of the CLP budget.

The Councillors **RESOLVED** to agree to buying 250 white C4 peel and seal envelopes at £4.70 per 100, 250 white DL peel and seal envelopes at £1.80 per 100 and a box of 100 yellow sheets of address labels (4 per page) at £14.77.

Councillor Honsinger provided the meeting with a proposed timetable.

The procedure would be that the Questionnaire, together with a volunteering form and a DL envelope for the return of the volunteering form, would be put in an unsealed C4 envelope with an A6 yellow printed label, which can then be sealed for return. This would be delivered by hand to all addresses in the village from 21 February. The Questionnaires would also be collected in person from 7 March, but if no one was in, an A5 pre-printed postcard would be posted to let the resident know that someone had attempted to collect the form, asking them to deliver it to one of four different addresses in the village. The final deadline would be 15 March.

It was hoped that the collation and analysis of the information would take place towards the end of March and the initial findings would be available in time for the Annual Parish Meeting in May.

The Clerk would provide the CLP with an up-to-date house list of villagers.

The Clerk provided the meeting with a final proof of the Information Leaflet which the Councillors **RESOLVED** to agree would be printed and delivered at the same time as the Questionnaire.

12. Parish Matters not otherwise mentioned in Matters Arising

a. Playground - to discuss progress on the Playground

The Clerk reported that she had started to complete the WREN application form which needed to be despatched by 10 March.

b. Village Hall Fund

The Clerk reported that the Village Hall signatories had not yet succeeded in meeting, but that they hoped to do so during March.

c. Mill Road sign post

The Clerk reported that she had been informed that there was a good likelihood that the sign would be provided and it had been ordered.

13. Planning Applications

a. To consider all recent applications received from Cherwell District Council or on the District Council website up to the date of the meeting including:

- i. 15/00071/F, Ms J McMaster, Chase House, Bicester Road, OX27 9BT, Proposed tack room. The Councillors had no comments or objections.**

b. To note Notices of Decision

No Notices of Decision had been received.

14. Correspondence received

The Councillors noted the correspondence received and discussed where necessary.

- a. **Cllr Ian Hudspeth (OCC)** re financial challenges affecting Oxfordshire
- b. **Co-op Bank** re sending the revised Financial Regulations and Standing Orders (when complete) for their records
- c. **CDC** re North West Bicester Draft Supplementary Planning Document consultation
- d. **ORCC** – January Policy bulletin
- e. **OALC** – re their services post fire (then included in the January update)
- f. **OALC** – January Update
- g. **A Villager** - re the information leaflet

15. Reports from meetings

No meetings had been attended.

16. Items for information or next Agenda only

- a. The Clerk requested that all items for the agenda should be submitted by Friday 20 February.

- b. **Village website**
The Clerk reported that from April the Parish Council will be required to make a large number of documents available online and recommended that provision of the Parish / Village website be included on the next agenda.

- c. **Village Tidy-up**
Cllr Flack requested that this be included on the March agenda.

17. Date of next meeting – the Councillors **RESOLVED** to confirm that the next meeting would be changed to Tuesday 3 March at 7pm at the Red Lion (**please note change of date and venue**).

The meeting closed at 8.35pm

Signed

Dated