



**MINUTES OF THE STRATTON AUDLEY PARISH COUNCIL
ON TUESDAY 3 MARCH 2015 AT 7.00PM
IN THE HUNT ROOM OF THE RED LION, STRATTON AUDLEY**

Present: Mr N Ferguson (Chairman), Mrs L Korsak, Mrs H Smithers

In attendance: Mrs J Olds (Parish Clerk)

Apologies: Mr A Flack, Mr J Honsinger

Public Participation: None

1. Apologies for absence

Mr A Flack's and Mr J Honsinger's apologies were accepted.

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 11 February 2015

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

5. Update on progress from the Minutes

There were no outstanding items.

6. Report from District and County Councillors

No reports had been received, but Cllr Fulljames sent her apologies.

7. Finance

a. To receive the financial report

As at 5 February the Accounts stood at

Current Account	£1,090.00
Savings Account	£14,951.27

There were two outstanding cheques totalling £74.00; no income had been received.

The Clerk had received formal confirmation that Mrs Korsak has been added as a signatory on the bank account.

The Clerk had arranged a transfer of £1,000 from the Savings Account to the Current Account to cover the final payments of the year and start the new financial year.

The Clerk informed the Councillors that because the meeting was earlier in the month than previously, there were some invoices which would be expected before the year end, but wouldn't be able to be agreed until after the year end. The Councillors **RESOLVED** to agree to transfer the budgets to next year for the dog bin emptying (£140), the subscriptions to OALC, ORCC, SLCC and OPFA (£280) and the painting of the white gates (£250).

The Councillors also **RESOLVED** to agree to transfer the remainder of the Community Led Plan budget of £200 to the next year.

b. To consider the financial reserves for 2015/16

The Clerk had revised the previous policy and circulated it prior to the meeting. The Councillors **RESOLVED** to agree the policy including the following levels of reserves:

3 months' running costs (2014/15 Precept / 12 x 3 approximately)	£1,500.00
Election expenses	£1,560.00
General Fund	£500.00
Playground Refurbishment Project	£7,957.00
Playground Equipment	£400.00
Noticeboard	£100.00
Bus shelter	£250.00
100 Club	£893.36

c. 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 February Meeting	Church Hire	500100	£30.00
The Business Store (Barstow's Stationery) for CLP envelopes and labels	CLP Expenses	500102	£45.61
JMC Olds for Clerk Admin Expenses	Stationery etc	500103	£94.68
JMC Olds for Clerk Travel Expenses	Travel expenses	500103	£30.86
JMC Olds for screws for dog sign	Playground refurbishment	500103	£3.35

The standing order to pay the Clerk £152.88 was debited from the current account on 9 February.

The following cheque was issued on 19 February in order that the Clerk could collect the documents needed for the CLP Questionnaire distribution.

Payment to:	Budget	Cheque No	Amount
86 Creative Print Ltd for the printing of the CLP Questionnaire and associated documents	CLP Expenses	500099	£321.00

8. 2015/16 Meeting Dates

The Clerk confirmed the meeting dates for the first Tuesday of the month and Councillors **RESOLVED** to agree to the dates (as follows) which would be held in the Red Lion at a hire charge of £20 per meeting:

- | | |
|-------------------------------|----------------|
| 7 April | 6 October |
| 5 May (Annual Council Meeting | 3 November |
| 2 June | 1 December |
| 7 July | 5 January 2016 |
| 4 August (tbc) | 2 February |
| 1 September | 1 March |

The Annual Parish Meeting which is convened by the Chairman of the Parish Council will be held on 12 May in Church.

9. New Standing Orders

The Councillors **RESOLVED** to agree to the standing orders which had been finalised and circulated.

10. Community Led Plan - To Receive an update

No formal report had been received, but the Clerk reported that she had received the copy, proof-read it and revised it as necessary and sent it to the printers; she had then collected the printing, together with the stationery order and printed the labels. The questionnaires had been collated by the CLP group and distribution had commenced.

11. Village Website

The Clerk reported that the village website was currently run voluntarily by Cllr Ferguson for the village. Due to hosting implications, it would not be possible for the Clerk to have access to the current site, which the Clerk will need to have from April, in order that the Parish Council complies with the new legislation regarding openness and accountability.

The Clerk developed a Brief and asked four local web design companies to quote. Two companies quoted £600, one declined to quote and one company quoted £400.

Following consideration of the quotations, the Councillors **RESOLVED** to agree to ask Navitas Design to undertake the work for £400 (plus VAT). However, they **RESOLVED** not to accept the ongoing monthly maintenance package.

The Councillors **RESOLVED** to use a portion of the 100 Club money to fund the project.

12. Parish Matters not otherwise mentioned in Matters Arising

a. Playground - to discuss progress on the Playground

The Clerk reported that she had taken the latest plans to the Playbus and had received positive comments about them, but did have two negative comments about the current access. She has also put notices up in the village, including on the Playground fence, asking for comments, but had not yet received any feedback.

The Clerk had written to CDC with a pre-application advice form to ask about whether planning permission is required as the change of access may have implications.

the designer of the latest plans is unable to quote for doing the access work so the Clerk had asked OPFA for a list of contractors.

Following further completion and consideration of the WREN application form, the Clerk requested that the application be halted until the results of the CLP Questionnaire are known as the questions asked in there would provide good evidence for the need, or otherwise, of the refurbishment.

The Councillors **RESOLVED** to agree to the Clerk's request and to aim for the July deadline.

b. Village Hall Fund

No progress had been made

c. Village Tidy-up Day

The Councillors **RESOLVED** to agree to the date of 9 May for the tidy-up day. The Clerk would order the necessary bags, litter pickers and gloves. She would also ask CDC if it would be possible for the rubbish to be collected the following Monday from an agreed location.

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:

No applications had been received.

b. To note Notices of Decision

- i. 14/01579/F Mr Alex McKay, 2 Copse Cottages, Mill Lane; permission for development subject to conditions**

14. Correspondence received

The Councillors noted the correspondence received and discussed where necessary.

- a. HMRC – re paying PAYE electronically**
- b. Age UK - flyers about keeping warm in the winter**
- c. Banbury CAB – Annual Report**
- d. HMRC – reminder of the UB number when processing VAT reclaim**
- e. Resident of the Manor – re the salt storage (all explained and sorted)**

- f. **Villager** – re Playbus parking and damaging the verge. The Clerk has contacted the Rural Children’s Centre and asked them to park more carefully
- g. **John Hicks** – playground inspector to consider the contract for the inspection (for next agenda)
- h. **Buckinghamshire County Council** – re Minerals and Waste consultation (from 19 February to 2 April)
- i. **CDC** – full revised electoral register
- j. **Villager** – re looking at the playground plans
- k. **Speedwatch** volunteers – two villagers have so far expressed an interest following the Parish News article. The Clerk recommended that the results of the questionnaire are known before progressing with the project.

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 Wednesday 25 March. Due to the Easter holiday the agenda will need to be published on Monday 3 April.

17. Date of next meeting – the Councillors **RESOLVED** to confirm that the next meeting would be on Tuesday 7 April at 7pm at the Red Lion.

The meeting closed at 7.50pm

Signed

Dated