



MINUTES OF THE STRATTON AUDLEY PARISH COUNCIL  
ON TUESDAY 14 MAY 2013 AT 7PM  
AT ST MARY & ST EDBURGA CHURCH, STRATTON AUDLEY

**Present:** Mr N Ferguson (Chair), Mr J Hill (JCGH), Mr J Honsinger (JRH), Mr J Ormerod (JMO), Mrs H Smithers (HCS)

**In attendance:** Mrs J Olds (Parish Clerk)

**Apologies:** None

**Public Participation:** Mr Graham Fish and Dr Emma Fish (until 7.15pm)

**1. Election of Chairman for year 2013/14**

Mr Nigel Ferguson was nominated by Mr Jon Hill, seconded by Mrs Helen Smithers and unanimously agreed. Mr Ferguson accepted and signed the Acceptance of Office form.

**2. Apologies for absence**

There were no apologies.

**3. Declarations of interest**

JCGH and JMO declared an interest in the planning application reference 13/00459/LB, the Plough House, as neighbours.

**4. Appointment of Responsible Financial Officer for the year 2013/14**

The Councillors **RESOLVED** to appoint Mrs Jane Olds, Parish Clerk, as Responsible Financial Officer.

**5. Appointment of Internal Auditor for year 2013/14**

The Councillors **RESOLVED** to appoint Mr Clive Morton as Internal Auditor.

**6. Public participation**

Mr and Dr Fish attended the meeting to present the plans for the Plough House. Following the presentation, they left the meeting at 7.15pm.

**7. Minutes of the meeting held on Tuesday 9 April 2013**

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

**8. Matters arising from the Minutes**

**a. 30 Signs / Elm Farm signs**

The Clerk has confirmed all the details with OCC Highways and is awaiting notice of when they are going to do the work.

**b. Walk around the Village**

The Councillors **RESOLVED** to ask the Clerk to contact the owner of the bulging wall on Stoke Lyne Road to warn them about the current state of it.

**c. Designating the Playground**

The Clerk has scanned the February Minutes and sent them to the Assistant Rights of Way Officer at OCC.

**d. Planned Events for the Year**

The Councillors **RESOLVED** to agree to the Village Tidy-up day being on Saturday 1 June and asked the Clerk to contact the Red Lion. An announcement would be made at the Annual Parish Meeting.

**e. Speed Check**

Due to lack of time, this will be discussed in June.

**f. New Noticeboard and repair of door**

The Clerk has received a quotation for repairing the door which was formerly used as a noticeboard. The Councillors **RESOLVED** to accept the quotation for £180 to build and paint a new door and asked the Clerk to confirm the order with the contractor.

**9. Report from District and County Councillors**

No Councillors attended the meeting, but attended the Annual Parish Meeting where a full report of the year was made.

**10. Finance**

**a. To receive the financial report**

The books have now been audited by Mr Morton.

The Balance at the Year End was £9,868.31 and there were 5 cheques outstanding amounting to £479.91; after the cheques had cleared the starting balance was £9,388.40.

The cheque for £4,500 was paid into the Co-op Current account and the first tranche of Precept (£2,986.42) was paid into the Co-op Savings Account. The Precept is more than applied for (£5,750) because this year the Parish has been given the CTRS grant allocation of £222.83.

The accounts stand at:

Barclays Account	£4,888.40
Co-op Current Account	£4,500.00
Co-op Savings Account	£2,986.42

The Clerk recommended that once the Co-op account is working satisfactorily and once all the cheques have cleared the Barclays account, that the balance is transferred from the Barclays Account to the Co-op Account.

The Councillors **RESOLVED** to accept the addition of a budget heading for the Community Led Plan expenditure of £500 and the Hall Hire expenditure of £30.

**b. To receive the Statement of Accounts and Complete External Audit Questionnaire**

The Clerk presented the Annual Statement of Accounts to the Councillors. The Councillors **RESOLVED** to approve the Annual Statement of Accounts as a true record of expenditure for the year.

The Councillors assisted the Clerk in the completion of the External Auditor’s questionnaire. The Councillors **RESOLVED** to approve the Accounting Statements and the Annual Governance Statement. NF signed the forms.

**c. To update the Asset Register**

The Clerk had added the two new grit bins to the asset register.

**d. To consider the Insurance Renewal**

The Clerk had received three quotations for the renewal of the insurance from:  
 AON for £870.34  
 Came & Company for £435.17 or £413.41 per year for a three-year binding agreement  
 Zurich for £506.46 or £478.34 per year for a three-year binding agreement

The Councillors considered the quotations and **RESOLVED** to agree to Came & Company’s quotation with the three-year binding agreement at £413.41 per year.

**e. To discuss the New Homes Bonus – Allocations to Parish Authorities**

The village has been selected as one of the parishes entitled to receive a proportion of the allocation this year from Cherwell District Council to spend on improving community facilities. This grant amounts to £2,510. The Councillors **RESOLVED** to agree to apply for the funding for the refurbishment of the Playground.

**f. To consider invoices for payment**

Payment to:	Cheque No	Amount
Stratton Audley PCC (hire of Church for CLP Launch and APM)	500001	£60.00
JMC Olds for Clerking Duties (9 March – 8 May)	500002	£269.22
JMC Olds for Expenses for CLP Launch	500003	£100.99
Broker Network Ltd	500005	£413.41

**11. Community Led Plan**

The Councillors were very pleased with the turnout to the launch meeting on 30 April.

The ‘happy / sad Post-it’ note exercise was extremely helpful. The Clerk had transcribed the posters and had put the data into a more useable form.

Eleven volunteers signed up to help with the project. The next meeting was proposed on 18 June in the Red Lion; the Clerk will notify all the volunteers and arrange a meeting room.

**12. Parish Matters not otherwise mentioned in Matters Arising**

There were no other Parish matters.

**13. Planning Applications** - to note recent Applications and Notices of Decision

The Councillors considered the following applications:

- a. 13/00111/TCA, Mr Roland Rawicz, The Old Rectory, Launton Road, T1 x Cypress - Fell; T2 x Thuja - Fell; T3 T4 x Thuja - Fell; T5 x Walnut - Crown raise to just above guttering level; T6 x Acacia - Remove lower limb overhanging drive; T7 T8 T9 x Horse Chestnut Trees - Crown raise to 4m over driveway
- b. 13/00459/LB, Mr Graham Fish, The Plough House, Mill Road. Replacement of single storey sun room with oak framed structure, single storey rear extension, internal alterations and new wood pellet boiler and flue

The Councillors had no objections to either application.

The Councillors noted the following Appeal Decision

- c. 12/01197/F, land adjacent to Rigden Hall, Bicester Road – Appeal is dismissed.

**14. Correspondence received**

The Councillors noted the correspondence received.

- a. **Buckingham and River Ouzel Internal Drainage Board** – Watercourse Maintenance Programme for 2013/12
- b. **Clerks and Councils Direct**

**15. Reports from meetings**

No meetings had been attended

**16. Any other business** – for information or next Agenda only

The Clerk informed the meeting that Caversfield Fete would take place on Saturday 18 May

**17. Date of next meeting** – Tuesday 11 June 2013 at 7pm

The meeting closed at 7.50pm

Signed .....

Dated .....