



**MINUTES OF THE STRATTON AUDLEY PARISH COUNCIL  
ON TUESDAY 13 MAY 2014 AT 7.00PM  
IN THE HUNT ROOM OF THE RED LION PUBLIC HOUSE**

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

**In attendance:** Mrs J Olds (Parish Clerk), Amanda Reynolds Chairman of the Community Led Plan Group, Anthony Flack (Councillor elect)

**Apologies:** Cllr Mrs Catherine Fulljames

**Public Participation:** No further members of the public

**1. Apologies for absence**

There were no apologies from Councillors.

**2. Declarations of interest**

There were no declarations of interest.

**3. Public participation**

Mr Flack wished to observe the meeting prior to taking office.

**4. Minutes of the meeting held on Tuesday 8 April 2014**

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

**5. Matters arising from the Minutes**

**a. Dog Bin**

JMO and JRH agreed to install the bin.

**b. Repeal of s.150 (5) of the Local Government Act 1972**

The Clerk has not yet had the opportunity to look into this further.

**c. Elections**

The nomination papers were returned on time and the Clerk received the Notice of Uncontested Election on 26 April. Nigel Ferguson, Anthony Flack, John Honsinger, Jonathan Ormerod and Helen Smithers have all, therefore, been elected. Their term of office commences on 26 May.

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

No Councillors attended the meeting. Cllr Fulljames sent her apologies.

**7. Finance**

**a. To receive the financial report**

As at 9 May the Accounts stood at	
Co-op Current Account	£1,134.08
Co-op Savings Account	£17,599.39

There are no outstanding cheques. The first tranche of the Precept has been received into the Savings Account. The Clerk has received £71.20 in cash from the Community Led Plan Group Treasurer for the Easter Monday event.

The Clerk had transferred £2,000 from the savings account to the current account in order to cover the payment for the Marquee – the cheque would not be sent until the funds were available.

Following the completion of the Internal Audit, the Clerk has completed the External Audit and sent the completed form to the External Auditors.

**b. To receive the Internal Auditor’s Report**

The Clerk reported that the Internal Audit had been completed and the Internal Auditor had no comments.

**c. To consider the insurance renewal**

The insurance was tied in to a three year agreement last year and has gone down because of the removal of the old noticeboard. The Councillors **RESOLVED** to agree to the renewal.

**d. To consider invoices for payment**

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

Payment to:	Budget	Cheque No	Amount
Broker Network Ltd	Insurance	500044	£404.52
Clive Morton	Audit	500045	£200.00
Stratton Audley and Godington PCC (for hire of Church on Easter Monday)	CLP	500046	£20.00
A Reynolds for CLP event expenses	CLP	500047	£15.23
OALC for Roles and Responsibilities Course for Anthony Flack	Training	500048	£78.00
JMC Olds for Clerking Duties (9 April – 8 May)	Clerk’s salary	500049	£149.59
JM Ormerod for fuel for strimmer	Grass Cutting	500050	£6.50
Meika Ltd t/a Primrose London for Marquee	CLP	500051	£1,020.97

**8. Parish Risk Assessment**

The Clerk had devised a Risk Assessment for the Parish which the Councillors considered. They agreed with the content and **RESOLVED** to approve it.

**9. Community Led Plan**

The Clerk provided the meeting and the CLP group with a printout of the budget for information.

The Group had researched a number of marquees and provided the Parish Council with a specification for one 12m x 6m at a cost of £1,020.97 (including VAT which the Parish Council could reclaim). The Group assured the Councillors that a villager had agreed to house it in one of their barns. The Councillors **RESOLVED** to agree to purchase the Marquee which would be funded from the ORCC Grant recently received. The Marquee would be added to the Parish's Asset Register and would need to be insured once it arrives.

The Chairman of the CLP reported that the Easter Monday event was a success with the children but that it would have been lovely to see more adults take part.

Four children attended the Assault Course event which was held on a Thursday at Arncott with members of the army cadets. The children who went thoroughly enjoyed it and it is hoped that it will be able to be repeated with more children.

The CLP leaflet has been held up but is due to be published shortly.

The Village Picnic will be on 29 June and this will be the first time that the marquee will be used.

The vintage tea party is scheduled for 12 July at Church; the CLP is very grateful for the loan of crockery from Poundon House.

A coach trip to Bournemouth has also been arranged for the summer and tickets are now on sale.

CLP group members are visiting the various groups who meet in the village to encourage them to come to the events.

#### **10. Verge Cutting**

It was with regret that the Clerk received the news that Mr Fitzgerald, who had cut the verges around the village for many years, had decided not to renew his insurance and to give up the work for the Parish Council.

The Councillors considered three quotations from contractors which ranged from £150 to approximately £300 per cut and **RESOLVED** to agree to Mr Gore's quotation of £150 per cut for the current year. This would be reviewed at the end of the season to make sure that both parties were content with the specification and price. The Councillors also **RESOLVED** to ask Mr Gore to quote for maintaining the playground so that it would be easier for the Parish Council to be responsible for it.

#### **11. Village Tidy Up Day**

The Councillors considered an easily defined list of jobs which would need doing on the day.

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

##### **a. Playground**

The Clerk was still awaiting the third quotation.

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

The Councillors considered the following planning applications and had no comments or observations.

- a. **14/00458/F, Mr Philip Taylor, Garden House, Bicester Road;** Erection of conservatory.
- b. **14/00454/F, Bicester Heritage;** Material change of use of Ministry of Defence workshop use to office and workshop use.
- c. **14/00544/F, Miss Rachel Stuart-Buttle, Rigden Lodge, Bicester Road;** Extension and conversion of existing garage to form home office and additional bedroom.

**d. Planning Procedure**

The Councillors **RESOLVED** to agree to adopt the procedure which the Clerk had drafted with the addition of the guidance list of the planning issues which are and are not able to be covered.

**14. Correspondence received**

The Councillors noted the correspondence received and discussed where necessary.

- a. **Oxfordshire Fire and Rescue** – re hydrant marking in Willow Lodge. The residents decided that the markings had to be burnt off.
- b. **OALC** – re Roles and Responsibilities Course.
- c. **OALC** – Members Update (circulated by email)
- d. **CDC** – Parishes update and change of date for Parish Liaison meeting (circulated by email)
- e. **Came and Co** – Spring Magazine
- f. **Clerks and Councils Direct**
- g. **Boundary Commission Electoral Review of Cherwell** – requesting views on the warding arrangements for the District Council recommended size of 48 members (a reduction of 2 from 50). The Clerk would circulate the letter.
- h. **OALC** – AGM agenda papers
- i. **Clean Slate** – requesting financial support (circulated by email)
- j. **Community Orchard Planning Workshop** 28 June (circulated by email)

**15. Reports from meetings**

**a. Heritage Assets Workshop**

The Clerk attended the Heritage Assets workshop on 30 April at Bodicote House. It was very useful and the form is much more user-friendly than the trial version. The project is to record buildings and fixed objects of local value which are not part of English Heritage's national listing process.

The Clerk would liaise with the Historical Society to discuss the project further.

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

**a. Broadband**

The Clerk informed the meeting that the Oxfordshire Broadband website now indicates that the 'Exchange area is in the plan and that planning and survey work is underway now'.

**17. Date of next meeting** – the Councillors **RESOLVED** to confirm the next meeting as Tuesday 3 June 2014 at 6.30pm in Church prior to the Annual Parish Meeting commencing at 8pm.

The meeting closed at 8.30pm

Signed .....

Dated .....