

Spelsbury Parish Council

MINUTES 20241105

NOVEMBER 5, 2024

7.30 PM

SPELSBURY MEMORIAL HALL

ATTENDEES	Cllr Beacham, Cllr Blackwell (Chair), Cllr J Harvey, Cllr S Harvey, Cllr Heelas, Cllr Lambert Anne Ogilvie (Clerk) WODC Cllr Ridpath OCC Cllr Leffman PCSO Wes Smith Two members of the public
ABSENT	Nil

256. Welcome from the Chair

The Chair welcomed everyone to the meeting.

257. To receive apologies for absence

None.

258. To approve and sign the minutes of the meeting on 03 September 2024

It was **resolved** to approve the minutes of the meeting on 03 September 2024. The minutes were signed by the Chair.

259. To receive declarations of interest from Members regarding items on the agenda

None.

260. Public participation – to allow members of the public/press to comment on any item on the agenda or bring any matter to the attention of the Council. In accordance with Standing Orders, this will not exceed 20 minutes in total and 2 minutes per person.

Two members of the public spoke about planning application 24/02447/HHD.

261. To consider moving item 18 on the agenda to precede item 6 on the agenda

Cllr Blackwell proposed moving item 18 on the agenda to precede item 6 on the agenda.

It was **resolved** to move item 18 on the agenda to precede item 6 on the agenda.

262. To consider rural crime in the community and agree actions

PSCO Wes Smith gave a report regarding rural crime in the area.

He noted that WODC are responsible for flytipping in the parish.

He encouraged the use the Community Speedwatch Scheme to combat speeding in the parish.

He encouraged the use of informal and formal neighbourhood WhatsApp groups.

It was **resolved** to investigate the Community Speedwatch Scheme.

263. To receive reports from County and District Councillors

OCC Cllr Leffman:

- Advised that the Council is not sure how the Chancellor's autumn statement will affect OCC.
- Advised that the Council is continuing to lobby for improvements to the North Cotswold Line.
- Advised that the cap on bus fares has increased from £2 to £3.
- Advised that there is a consultation regarding parking in Charlbury.
- Advised that the budget will be considered by full council in February.

WODC Cllr Ridpath:

- Advised that the first phase of bringing Publica staff back into WODC occurred at the beginning of November, with the staff being based in Woodgreen.
- Advised that the traffic issues on the Chipping Norton Road out of Chadlington improved over the summer, but occurred again following the closure of the overflow car park. They improved again over the October half-term.

Cllrs Leffman and Ridpath left the meeting.

264. To receive and comment on the Clerk's report

The Clerk's report was received and noted.

Signed

(Chairman)

Date

2024/25

Spelsbury Parish Council

Planning and enforcement

265. Declaration of interest

Cllr Heelas declared an interest in item 266.

266. 24/02447/HHD – Demolition of the existing single storey extension to the west and two storey extension to the south. Construction of two storey and single storey extension.

Letterbox Cottage, Taston, Chipping Norton

It was **resolved** to comment on this application.

It was **resolved** to note the following concerns: the size of the extension, the proposed materials, the solar panels, and the effect of the extension on the views in Taston.

267. Any planning applications received before the date of the meeting

None.

268. Updates of previous planning applications and enforcement actions

None.

Parish Maintenance

269. To consider placing notices and posters about flytipping in the parish and agree actions

It was noted that WODC are offering “fly-tipping talks” for parishes.

It was **resolved** to invite WODC to attend a council meeting to discuss flytipping.

It was **resolved** to defer considering flytipping notices and posters until after a meeting with WODC to discuss flytipping.

270. To consider the areas of concern regarding speed limits on local roads and create a speed limit proposal for OCC (deferred from September 2024 meeting)

It was **resolved** to defer this motion to the next meeting.

271. To consider how to distribute the salt bags from OCC around the parish and agree actions

It was **resolved** that Councillors will co-ordinate with residents regarding the distribution of salt bags around the parish, and that Cllr Blackwell will co-ordinate the delivery of salt bags.

272. To consider the donation request for defibrillator pads and agree actions

It was **resolved** to approve a donation of £79.20 for defibrillator pads for the Memorial Hall defibrillator.

It was **resolved** to discuss costs of defibrillator parts with the defibrillator guardian.

Playground

273. To receive the regular playground inspection reports and agree actions

The playground inspection reports were received and noted.

274. To consider the playground maintenance issues and agree actions

Playground maintenance matters were discussed.

It was **resolved** to contract Pampered Paddocks to replace the wooden gate at the Chadlington Road end of the playground, at a cost of £273.00

It was **resolved** to use the parish maintenance budget line and general reserves to cover the expenditure.

Community

275. To consider how to encourage the public to attend the January 2025 council meeting and agree actions

It was **resolved** that Councillors will publicise the January 2025 council meeting.

276. To consider creating a parish emergency plan and agree actions

It was **resolved** to defer creating a parish emergency plan until interest from the community can be established. It was noted that a parish emergency plan will be discussed at the Annual Parish Meeting to establish interest.

Budget and Action Plan 2025

277. To consider the draft Action Plan for 2025-2026 and agree actions

It was **resolved** to defer the Action Plan for 2025-2026 to the January council meeting.

278. To consider the draft budget for 2025-2026 and agree actions

It was **resolved** to defer the draft budget for 2025-2026 to the January council meeting as the Band D figure had not been received from WODC.

Signed

(Chairman)

Date

2024/26

Spelsbury Parish Council

Finance and administration

279. To ratify the expenditure since the last meeting

It was **resolved** to approve the following expenditure since the last meeting:

Anne Ogilvie	Salary – September		SO
Anne Ogilvie	Salary – September (remainder)		Bank transfer
HMRC	PAYE/NI – September		Bank transfer
OCC LGPS	Pension – September		Bank transfer
Anne Ogilvie	Salary – October		SO
Anne Ogilvie	Salary – October (remainder)		Bank transfer
HMRC	PAYE/NI – October		Bank transfer
OCC LGPS	Pension – October		Bank transfer
Cottsway Housing Association	Spelsbury playground rent	£50.00	Direct debit
Unity Bank	Bank charge	£18.00	
Unity Bank	Bank charge - September	£5.40	

280. To approve the current expenditure

It was **resolved** to approve the following expenditure:

SLCC Enterprise	National Conference (part)	£46.50	Bank transfer
TP Jones & Co LLP	Payroll – July-September	£59.40	Bank transfer
Leyson Farming	Playground grass cutting	£122.50	Bank transfer
Leyson Farming	Playground grass cutting	£85.75	Bank transfer
Chadlington Parish Council	Training contribution	£13.75	Bank transfer
Rick Leyland	Donation – defibrillator pads	£79.2	Bank transfer
Clerk	Admin reimbursement	£37.59	Bank transfer
Unity Bank	Bank charge – October	£6.00	

281. To instruct the current bank signatories to process the approved payments

It was **resolved** to approve the current bank signatories to process the approved bank transfer payments.

282. To note monies received

WODC	Precept – 2 nd half	£4,608.50
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283. To receive an update of the current status of the bank accounts

Unity Trust current account as of 31 October 2024 - £12,714.78

Credit in the HMRC PAYE account at 31 October 2024 - £119.79

284. To approve the bank reconciliation

It was **resolved** to approve the following bank reconciliations:

Unity Trust current account to 30 September 2024, 31 October 2024

285. To approve the finance update

It was **resolved** to approve the finance update to 31 October 2024.

Receipts to 31 October 2024 - £9,217.00

Payments to 31 October 2024 - £5,076.65

Balance to 31 October 2024 - £12,578.24

286. To approve the budget update

It was noted that 54% of the budget had been used to 31 October 2024.

It was **resolved** to approve the budget update to 31 October 2024.

287. To approve the earmarked and general reserves update

It was noted that no earmarked reserves or general reserves had been used to 31 October 2024.

Reserve levels as of 31 October 2024 – Earmarked reserves: £89.37; General reserves: £8,348.52.

It was **resolved** to approve the earmarked reserves and general reserves.

288. To consider and approve the purchase of a new computer for the Clerk

A new computer for the Clerk was considered.

It was **resolved** to approve the purchase of a new computer for the Clerk, maximum cost £600.

It was **resolved** to delegate authority to the Clerk to purchase the computer.

It was **resolved** to fund the purchase of the computer from general reserves.

289. To review and approve the Financial Regulations

It was **resolved** to approve the Financial Regulations.

Signed

(Chairman)

Date

2024/27

Spelsbury Parish Council

290. To review and approve the Data Protection Policy

It was **resolved** to approve the Data Protection Policy.

291. To review and approve the Privacy Policy

It was **resolved** to approve the Privacy Policy.

292. To review and approve the Dignity at Work Policy

It was **resolved** to approve the Dignity at Work Policy.

293. To consider training options for Councillors and the Clerk, and agree actions

Training options were considered.

It was **resolved** to ratify the Clerk to attend OALC's Financial Regulations training, paying a quarter of the cost, £13,75.

294. To note the Local Government Pay Agreement 2024/25 payscales, to be backdated to 01 April 2024

The Local Government Pay Agreement 2024/25 payscales, to be backdated to 01 April 2024, were noted.

Correspondence and information

295. To receive items for information only

- None.

296. To receive requests for motions for the next agenda, and to note that motions and background papers (including quotations) for the next agenda must be received by the Clerk at least one week before the next meeting

No motions requested.

It was noted that motions and background papers (including quotations) for the next agenda must be received by the Clerk at least one week before the next meeting.

297. Next meeting – to note date, time and venue of next meeting

The next meeting will be held on Tuesday 07 January 2025, at 7.30 pm, at Spelsbury Memorial Hall.

298. To consider whether to resolve under Section 1(2) of the Public Bodies (Admission to Meetings Act) 1960 to exclude the press and public to protect the confidential nature of the business to be transacted during consideration of the following item

It was **resolved** under Section 1(2) of the Public Bodies (Admission to Meetings Act) 1960 to exclude the press and public to protect the confidential nature of the business to be transacted during consideration of the following item.

299. To consider advice from the solicitor regarding the playground lease and agree actions

The advice from the solicitor was considered.

It was **resolved** to contact Cottsway Housing Association and the solicitor to discuss the lease clauses and actions required.

300. The meeting was closed at 10.15 pm.

Signed

(Chairman)

Date

2024/28