

MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE JUBILEE HALL ON 17th APRIL 2023

Present: Mrs Caroline Hjorth (Chair)
Mr Duncan Boulton
Mrs Margaret Poole
Mr John Poole
Mr Ray Hudson

Ms Barbara Drysdale (Clerk)

Also present was: Cllr Caroline Newton (SODC)

Apologies were received from: Cllr Les Gordon (LPC)

Item 1: MEMBERS’ DECLARATION OF INTEREST

None were received.

Item 2: APPROVAL OF THE MINUTES OF THE MEETING OF THE PARISH COUNCIL

The minutes of the parish council meeting held on 13th March 2023 were accepted as being a true record of proceedings by councillors and signed accordingly by the Vice Chair.

Item 3: MATTERS ARISING FROM PREVIOUS MINUTES (INFORMATION ONLY)

No updates except those covered under other items.

Item 4: PUBLIC PARTICIPATION IN SESSION

No requests had been received by the Clerk.

Item 5: THAMES VALLEY POLICE

There were no reports.

The Clerk was asked to chase the PCSO for information about the crash on the B4009.

Item 6: DISTRICT AND COUNTY COUNCILLORS’ REPORTS

Cllr Newton went through her April report (on LPC website under Notices) including the confirmation that she would not be standing for election in May. The council warmly thanked her for her service.

Item 7: END OF YEAR FINANCES 2022-23

- a) The Financial Statement for 2022/23 was received, agreed and signed
- b) The Payments, Receipts, Petty Cash, Clerk’s Salary & Expenses, Outturn, Cashflow, CIL, NP and S137 spreadsheets for 2022/23 were received, agreed and signed
- c) The council formally received the Clerk’s End of Year financial report
- d) The meeting noted that a VAT reclaim for 2022/23 of £1,330.94 had been received
- e) The Clerk told the meeting that the internal audit had been carried out, the Internal Auditor had signed the AGAR for 2022-23 and sent a report for the consideration of LPC (to be formally discussed at LPC’s May meeting).

Clerk

Chair:

Date:.....

f) The meeting noted payment of the agreed 2022-23 overtime/holiday pay to the Clerk (see also Item 17)

Item 8: FINANCE

a) Councillors received and noted a budgetary control report for year to date from the RFO which showed balances as of 12th April 2023:

Treasurers Account: £4,137.48

Business Savings Account: £22,697.11

Hall Account: £6,317.18

And noted the RFO had transferred £1,000 from LPC's Savings to Treasurers' Acc on 4th April, the first half of LPC's precept (£9,000) had been received on 6th April and that the had RFO transferred £6,000 to LPC's saving account on 6th April.

b) The council noted payment of invoice approved at LPC's March meeting:

i) Seopremium Ltd Coronation mugs £504.00 S.137 LGA 1972

c) Approval was given for the payment of the following outstanding accounts:

i) CleanSlate Donation £50.00 S.137 LGA 1972

ii) Community 1st Oxon Membership £55.00 S.137 LGA 1972

iii) PetWasteSolutions Dog bin emptying £92.95 S.111 LGA 1972

d) The meeting formally noted payment by direct debit of LPC's ICO's fee (£35)

e) The council agreed to a donation request from HomeStart (£50 to be paid in May)

f) The Clerk told the meeting that after several attempts she had had a conversation with Lloyds about the poor service when trying to register new councillors; Lloyds had made a compensation payment of £40. Cllr Hudson pointed out that the issues had still not been resolved; he and the Clerk would contact Lloyds again.

RH/
Clerk

g) The meeting approved payment of the annual Grapevine allowance in May; this would be a maximum of £500 as budgeted but may be lower if less was needed; the Chair to confirm.

Chair/
Clerk

Item 9: INSURANCE

The Clerk told the meeting that the new bench, marquee lights and Tommy had been added to LPC's insurance policy.

The council discussed the revised Property register and agreed the proposed changes. It was also agreed that Cllr Boulton would scan some of the old documents (with the council paying for any printing costs) and that the Clerk would investigate depositing more documents in the county archives.

DB/
Clerk

Item 10: PLANNING

a) The council noted the following new application:

P23/S1108/DIS Moorcourt Barn, Weston Road, near Lewknor

Discharge of conditions 3(Reptile Mitigation Strategy) & 4(Landscaping & Drainage)

on application P20/S0909/FUL (1. Demolition of existing green barn, closure of access to footpath track. 2. Erection of 1 dwelling with new access, garage, outbuilding, and associated works. 3. Provision of additional parking/car storage area to adjoining commercial unit (at The Barn/Str8six.))

b) The meeting noted the status of the following applications:

i) P22/S2744/HH & P22/S2745/LB Poplar Farm, Box Tree Lane, Postcombe Decision awaited
Proposed single storey rear extension, and internal/fenestration alterations to the existing house.

ii) P23/S0174/FUL National Land Access Centre Aston Rowant National Nature Reserve
Retrospective change of use of land from agricultural to mixed agricultural use and for the

Chair:

Date:.....

demonstration of BS5709:2018 in practice being the use, maintenance and installation of gaps, gates and styles and to undertake training courses for countryside manager to increase access to the countryside for all, with associated operational development.

Decision awaited

- iii) P23/S0203/SCO Land bordering M40 near Lewknor
Environmental Impact Assessment Scoping Opinion for a proposed solar PV array with an export capacity of approximately 49.9 MW covering an area of 83 ha, with an indicative maximum panel height of 3.2 m
Response published
- iv) P23/S0457/DIS Highfield, Lower Road, Postcombe
Discharge of condition 4 (Plan of Car Parking Provision (specified number of spaces)) on application reference number P22/S3243/FUL (Change of use to create a secure dog field on part of the extensive garden/open area of the applicant's house and a 2m high fence around the field.)
Decision awaited
- v) P23/S0047/HH Chiltern View, Lower Road, Postcombe
Three storey rear extensions and reconfigure internally
Decision awaited

Item 11: HIGHWAYS AND TRANSPORT

- a) M40 junction: there were no updates to report on possible improvements to the junction; Cllr Hudson said he would contact OCC Cllr van Mierlo again.
- b) 20mph signs: the council said all issues with the introduction of these signs had been resolved.
- c) A40 bus shelter: Cllr Hudson said he and Cllr Gordon had inspected the shelter and evaluated what work needed doing. The council formally approved expenditure of up to £200 to carry out the necessary repairs. RH/LG
- d) B4009 bus stop post knocked down: the Chair had reported this to OCC.
Salt Lane sign damage: Cllr John Poole said this had been reported on Fix My Street.

Item 12: ANNUAL PARISH MEETING & ANNUAL PARISH COUNCIL MEETING

The council noted these meetings – and the earlier start of 7pm on 15th May 2023.

All

Item 13: CIL

The council again approved the delayed plan to buy more sand for the Lewknor playground. It was agreed that the Chair would organise this, with a budget of up to £100 ex VAT.

Chair

Cllr Margaret Poole asked that some CIL money could be used to buy bulbs to enhance the roadside areas in Postcombe. The council formally approved this, to be actioned in the autumn, and that Cllr Margaret Poole would get a quote for the cost before then.

MP

Item 14: CORONATION

The meeting noted the safe arrival of the coronation mugs.

The council formally approved to pay £153.17 to Mrs Jean Senior for items purchased for the Lewknor street party (invoices provided).

Clerk

The council also agreed to a budget of up to £100 for items for the Postcombe street party. These expenses would come out of the £700 coronation allocation in LPC's budget 2023-24.

MP

Item 15: DOG BINS

Cllr Hudson reported that the amount of dog waste left around the Lewknor Village hall grounds had reduced following the published appeals and notices, asking dog walkers to clean up after their pets.

Chair:

Date:.....

Item 16: EMERGENCY PLAN

The council considered the draft plan drawn up by the Clerk. It was agreed that the Clerk would contact the dioceses about the use of the two churches and the council would hope to finalise the plan at its May meeting.

Clerk

Item 17: CLERK’S CONTRACT

The council approved the revised contract for the Clerk, increasing her monthly hours to 35. The new contract was signed by the Clerk and Vice Chair / finance councillor Duncan Boulton. The meeting also agreed that new Standing Orders would be drawn up and approved, and new online Standing Orders would be approved once the HMRC PAYE submission gave the correct figures.

All

Item 18: ELECTIONS

It was noted that there would be no contested election in Lewknor parish.

Item 19: SODC DEEP CLEAN

The meeting agreed that the Chair would compile and submit by 28th April a list of locations that required extra attention during the next SODC deep clean at the end of May.

Chair

Item 20: CORRESPONDENCE RECEIVED

The council noted that the Neighbourhood Plan committee had published notices of the public consultation to run from 19th April to 7th June 2023 (on LPC website).

The meeting closed at 9.35pm

Chair:

Date:.....