

**Minutes of the meeting of Warborough Parish Council
Wednesday 6th October 2021 7.30pm**

Present:

Cllr Nigel Conie (NC) Chair
Cllr Mieke Mclarty (MM)
Cllr Will Partridge (WP)
Bryony Ringsell – Clerk (BR)
District Cllr Sue Cooper (SC)

9 Members of the public

- 2021/179 **To accept apologies and reason for absence**
Apologies from Councillor Helen Brawn, Councillor Jonnie Bradshaw, Councillor Michael Herbert and Councillor Nick Brown.
- 2021/180 **Declarations of interest (existence & nature) with regards to items on the agenda:**
None declared
- 2021/181 **To confirm the minutes of the Meeting held on 1st September 2021**
NC proposed the minutes be approved, all other councillors in favour
- 2021/182 **District Councillors Report:**
SC circulated a report before the meeting which will be uploaded to the website. Highlighted that there is a new report on tree planting.
- 2021/183 **County Councillors Report:**
No report circulated and no County Councillor present at the meeting
- 2021/184 **Planning (NC):**
Nothing to discuss
- 2021/185 **Representations from the Public for items not on the agenda (limited to 15 minutes)**
William Oscroft asked that the contractors be reminded to visit footpath 6 frequently as it is overgrown with nettles
- 2021/186 **Queens Platinum Jubilee – proposal and recommendation for funding**
MM reported that the committee would like a marquee at an estimated cost of £2200, a band at a cost of £400, commemorative mugs and portaloos. Proposal by NC to allocate £3000 to the event, MM and WP in favour. To be discussed at the next F&GP meeting.
- 2021/187 **Infrastructure – proposal to hire a lengthsman and purchase a brushcutter update**
WP reported that a contractor has been found who is willing to offer an hourly rate for any manual jobs that need actioning in the Parish.
Action – WP to pass details of contractor to clerk for an agreement to be written and agreed
JB had circulated a report recommending a specific brushcutter. NC proposed to approve the recommended Hyundai brushcutter at a cost of £200. MM and WP in favour
Action – Brushcutter to be ordered by JB or BR
- 2021/188 **Capital Projects and CIL proposals – capital projects sub committee update and acceptance of the project scoring midel, discussion on whether to score individually or as a group**
Discussion over the proposed scoring system which found it acceptable. Following proposals made by NC;
To score finance in two sections
To use a 0-3 points system
To give examples in a separate appendix document
For councillors to score the projects independently and then discuss findings as a group
WP and MM were in favour of all proposals
- 2021/189 **Queens Canopy Project**
WP reported that since the inaugural meeting of the South Oxon initiative the next course of action is for the Parish to register with Oxfordshire Treescape Project to commission a detailed opportunities map of the environmental action targets in the Parish. SODC has produced a new policy on tree planting which will assist in developing a local strategy. Sylva have inspected all the trees in the Parish and will produce a schedule of work on existing trees together with proposals for further trees, to fill gaps or prepare for succession planting
- 2021/190 **Approval for planting trees adjacent to the allotment**
There is currently a proposal for a 'multi games area' in the same place as the trees would be planted. As such it was decided that the councillors will test the new Capital Projects scoring system with the multi games area as a matter of urgency to see if it is a viable proposition. If not, approval to be granted for trees to be planted.
- 2021/191 **Crickets Club rent agreement and terms – Pavilion**
Ongoing. Liz Howlett unable to provide assistance, separate solicitor to be found.
- 2021/192 **6 Acres Art Installation**
WP reported that he had contacted the Head of Wallingford School Art & Design Department who had indicated a willingness for students to be involved in the design of the new art installation. (Previous students designed the War Memorial railings). Action: WP to begin the process

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2021/193 Working Groups Report

Communications – No report

Infrastructure and Environment – Update from WP re the SID on Thame Road. The SID on Thame Road is not working because of leaves/branches growing in front of the sensor from a sycamore tree. After removing some vegetation from the sycamore tree next to the device during installation WP was contacted by Didcot Police Station in relation to Criminal Damage after being reported for trimming the tree. The council is therefore unwilling to remove any further vegetation from the tree without explicit permission from the landowner. Local reports are that speed is increasing again in the area but the device will not work until the sensor is cleared.

Recreation and the Green – No report

Greet Hall – The internet package has been upgraded and two new routers have arrived. MM to install.

Events – Covered above

2021/194 RFO Report

Payments authorised and receipts confirmed as below;

Payments				
Supplier	Description of Goods	Value	Method	Code
Duocall MSP	Telephone	£17.10	DD	4320
Gigaclear	Internet – Greet hall	£41.30	DD	4320
Opus Energy	Pavilion Electric	£20.50	DD	6055
Moore	Audit Fee	£360.00	BACS	4340
Mieke Mclarty	Reimbursement for Greet hall supplies	£74.67	BACS	5010
Chip Hosting (A M Cook)	Website/Email	£44.91	BACS	4320
Tektraders	Printer warranty	£23.99	BACS	4320
The Landscape Group Oxford	Grass Cutting (August supplemental)	£680.70	BACS	6005
Bryony Ringsell	Clerks Salary	xxxx	BACS	4110
The Landscape Group Oxford	Grass Cutting	£991.20	BACS	6005
Came and Company	Insurance	£2308.83	BACS	4330
OALC	Roles and Responsibilities Course Cllr Mclarty	£120.00	BACS	4350
Altom Tree Care	Emergency Tree work	£468.00	BACS	6060
W&S Cricket Club	Grass Cutting – Cricket pitch	£1000	BACS	6010
Colliers	Postcrete (signs)	£7.18	BACS	6075
Receipts				
Joanna Carter	Greet Hall Hire	£600	BACS	1310
J Knapp	Greet Hall Hire	£112	BACS	1310

RFO also explained that the laptop has been checked and is working fine but is nearly at capacity for storage. Alternative storage options to be explored. It was also reported that the annual audit had been completed and passed and it was confirmed that wreaths were to be ordered for Remembrance Sunday.

2021/195 Correspondence for further discussion if not covered under other agenda items

Letter asking for a 'No Mooring' sign at the Shillingford Wharf – NC to deal

Also contact from a resident asking that outside lights on the 6 Acres site be turned off in the evening. Not deemed reasonable to single out 6 acres but correspondence to be sent to the village asking all villagers to be conscious of light pollution.

Action – NC to draft letter

2021/196 Any other business

Due to illness it is possible that the F&GP meeting will be moved

Meeting ended at 20.40