

Minutes of the meeting of Warborough Parish Council
Wednesday 4th May 2022 7.30pm
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Present:

Cllr Nigel Conie (NC) Chair
Cllr Jonnie Bradshaw (JB) Vice Chair
Cllr Michael Herbert (MH)
Cllr Nick Brown (NB)
Cllr Mieke Mclarty (MM)
Bryony Ringsell – Clerk (BR)
District Cllr Sue Cooper (SC)
County Cllr Robin Bennet (RB)
22 Members of the public

- 2022/094 **To accept apologies and reason for absence**
None
- 2022/095 **Declarations of interest (existence & nature) with regards to items on the agenda:**
None
- 2022/096 **Election of Chair**
JB proposed NC as chair for 2022-2023, seconded by MH, all other councillors in favour.
- 2022/097 **Election of Vice Chair**
NC proposed JB as vice chair for 2022 – 2023, all other councillors in favour
- 2022/098 **Distribution of Councillors Roles and Responsibilities**
Roles and Responsibilities to stay broadly the same except MH to take the lead on planning.
Events – MM
Infrastructure & Environment – NB/NC
Planning – MH
Recreation and The Green – JB
Communications – MM
Greet Hall – MH
- 2022/099 **Declarations of Acceptance of Office to observe the Council's Code of Practice**
All councillors signed new declarations of office in sight of the clerk
J Kosobucki raised that some councillors had used their personal emails for PC business. JB explained that although not beset practice this was perfectly acceptable and confirmed that personal email addresses were subject to the Freedom of Information request sent in.
- 2022/100 **Dates of Parish Council Meetings 2022/2023**
Meetings to stay as the first Wednesday of every month except August where there will be no planned PC meeting
- 2022/101 **To confirm the minutes of the Annual Parish Meeting held on 6th April 2022**
J Kosobucki asked why the council had sent out minutes in the Parish Magazine before they had been approved. NC explained that the magazine deadline is very soon after the meeting and that the minutes are sent out to the community in draft form before approval at the next meeting.
MH proposed that the council return to releasing a report of the meeting and not the minutes in the magazine. Seconded by NB, all other councillors in favour.
NC explained that the minutes of the Annual Parish Meeting had been amended since they were released in draft form and proposed that they be approved – all other councillors in favour.
To confirm the minutes of the Parish Council Meeting held on 6th April 2022
NC proposed to confirm the minutes, all other councillors in favour
- 2022/102 **District Councillors Report:**
Report to be added to the website
- 2022/103 **County Councillors Report:**
Report to be added to the website
- 2022/104 **Planning**
P22/S1082/LB and P22/S1017/HH – The Old Vicarage
NC reported that there was a pre application in 2020 in which no particular issues were found and suggested responding to the application but commenting that suitable materials should be used and trees should be preserved where possible, whilst noting some that were coming the end of their life should be removed as per the application. MH proposed supporting the application with the above comments, seconded by NC, all other councillors in favour
P22/S1314/HH – 11 Court Drive, Shillingford
NC suggested responding to the application but noting that it was in Flood Zone 1 and that any additional building would increase the flood risk. JB proposed to respond with the above comments, seconded by NC, all other councillors in favour
- 2022/105 **Representations from the Public for items not on the agenda (limited to 15 minutes)**
M Watkins explained that the Dorchester Community Meeting was to take place on 14th May and asked if a councillor would be able to attend, along with any other interested parties. NB to do so.
A Member of the Public informed the meeting that there were to be several families from Ukraine joining the village in the next few weeks.

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- 2022/106 **In accordance with indicative motion passed at the APM, to alter the NP review group's structure from sub-committee (Inside LGA 1972 rules) to a steering group (outside LGA 1972 rules), and to draft TOR's for this group in accordance with the agreed plan presented at the APM**
J Kosobucki expressed concern over the actions of the PC.
NC proposed to alter the NP review group structure from a sub-committee (inside LGA 1972 rules) to a steering group (outside LGA 1972 rules) and to draft TOR's for this group in accordance with the agreed plan presented at the APM. Seconded by JB, all other councillors in favour
- 2022/107 **Proposal to change the village speed limit from 30mph to 20mph**
NB recommend requesting the speed limit in the village be changed to 20mph. MH proposed as such, seconded by JB and all other councillors in favour.
NB proposed to communicate this recommendation to the village and request their feedback. Seconded by MH, all other councillors in favour
- 2022/108 **Discussion about moving existing solar SID from North of the Village to the South**
NB proposed to leave the North SID where it was and order a new one for Warborough Road. Seconded by NC and all other councillors in favour
- 2022/109 **Discuss the recommendations for new locations for trees in the PC owned areas of the village to allow next step planning**
NB reported that consultations were still ongoing and the window for tree planting was open until the autumn. Plan should be finalised by June meeting.
Correspondence re tree planting at 6 Acres raised, NC explained the tree planting would be the last thing that is done and is encased in planning permission. NC to continue to liaise with 6 Acres to ensure it is done.
- 2022/110 **Capital Projects and CIL allocations – including approval of revised quotation for Shillingford Bus Stop**
The £10,000 donation from Rectory Homes is to be paid directly to the school and is underway.
NC proposed to accept the revised quote for the Shillingford Bus Stop, to include the slight change of position and solar lighting, all other councillors in favour
- 2022/111 **Plan for Streaming Meetings**
JB to source necessary equipment to be ready for June meeting
- 2022/112 **Working Groups Report**
Communications – None
Infrastructure and Environment – NB still trying to meet with TLGO
Recreation and the Green – Safety check of playground booked for 2022
Greet Hall – MH to take on getting the cladding at Greet Hall replaced
Events – Jubilee event going ahead as planned
- 2022/113 **RFO Report**
Payments and Receipts for April approved as below;

| Supplier | Description of Goods | Value | Method | Code |
|----------------------------|------------------------------------|-----------------|--------|------|
| Duocall | Telephone | £18.32 | DD | 4320 |
| Opus | Pavilion Electricity | £26.41 | DD | 6055 |
| Gigaclear | Greet Hall Internet | £39.00 | DD | 4320 |
| EDF | Greet Hall Electric | £99.00 | DD | 4110 |
| Lynda Raynor | Zoom Reimbursement | £143.88 | BACS | 4360 |
| Castle Water | Allotment Water | £19.37 | BACS | 6015 |
| Chip Hosting | Microsoft 365 | £40.42 | BACS | 4320 |
| ONPA | Subscription (22-23) | £50.00 | BACS | 4360 |
| The Landscape Group Oxford | Grass Cutting (March) | £310.50 | BACS | 6005 |
| Bryony Ringsell | Clerks Salary | £478.80 | BACS | 4110 |
| HMRC | Charges (reimbursed to B Ringsell) | £27.93 | BACS | 4120 |
| Wheelers Electrical | Greet Hall Maintenance | £147.00 | BACS | 5060 |
| SODC | Refuse collection | £94.25 | BACS | 5080 |
| Pauline Barnes | Greet Hall Cleaning | £120.00 | BACS | 5070 |
| St Lawrence Hall | Room Hire | £20.00 | BACS | 4310 |
| Local Toilet Hire | Toilet Hire – Jubilee | £396.00 | BACS | 4510 |
| | Total | £1985.97 | | |

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| Receipts | | | | |
|------------------|-----------------|---------|------|------|
| SODC | Precept | £26500 | BACS | 1105 |
| J Carter | Greet Hall Rent | £250.00 | BACS | 1310 |
| Short Mat Bowles | Greet Hall Rent | £96.00 | BACS | 1310 |
| V Chell | Greet Hall Rent | £40.00 | BACS | 1310 |
| A Young | Greet Hall Rent | £24.00 | BACS | 1310 |
| C Kinash | Greet Hall Rent | £30.00 | BACS | 1310 |

NC proposed End of Year Accounts as discussed at F&GP meeting and circulated to councillors be approved, all other councillors in favour.

BR reported the internal audit was in progress

2022/114 Correspondence for further discussion if not covered under other Agenda items

- M Robertson, Tree planting at 6 Acres – discussed above
- A Brewer, Tree planting at 6 Acres and PC minutes – discussed above
- C Tilley, Tree planting plan – included in above discussions
- J Kosobucki, formal complaint – discussed above
- OALC, London Bridge briefing – MM to attend
- Rural services Network bulletin – circulated
- NALC bulletin – circulated
- S Martin, footpath from Henfield view to Lagoon – NB aware
- No Mow May – covered under DC report
- SODC newsletter – circulated
- SODC Highway Code revisions – MM to circulate
- L Roberts, suggestions for artists – discussed
- SODC, no waiting lines – NB to respond

2022/115 Any other Business – to be included on future agendas

MH asked if all gates on the disputed footpath 6 were unlocked and asked for it to be cleared

Meeting closed at 20.53