**Present:**

Cllr Jonnie Bradshaw (JB) Chair

Cllr Nigel Meadows (NM)

Cllr Richard Pullen (RP)

Cllr Mark Searle (MS)

Cllr Emma Keene (EK)

Cllr Megan Hanson (MK)

Cllr Gabriele Tanase (GT)

Bryony Ringsell – Clerk (BR)

District Cllr Sue Cooper (SC)

27 Members of the public

2024/**001 To accept apologies and reasons for absence**

Apologies from County Councillor Robin Bennett and District Councillor Andrea Powell

2024/**002 Declarations of interest (existence & nature) with regards to items on the agenda**

 None

2024/**003 To confirm the minutes of the Parish Council Meeting held on Wednesday 6th December 2023**

The minutes from both meetings were previously circulated to councillors. JB proposed to approve and sign them, all councillors in favour - DECISION

2024/**004 Actions arising from last meeting**

 The following actions are outstanding:

 JB to liaise with Lynda Raynor re parking on verges – In hand, meeting arranged

 JB to liaise with Lynda Raynor re tree planting – In hand, meeting arranged

 Future of the Whitehead Plot – in progress, JB dealing

In depth risk assessment to be carried out

2024/**005 District Councillor’s Report**

Report to be added to the website. SC highlighted that the waste collection contract has been renewed with Biffa but with changes to the transparency of the contract.

2024/**006 County Councillor’s Report**

RB was not present, no report submitted.

2023/**007 Representation from the Public for items not on the Agenda (limited to 15 minutes)**

Ray Thackrah (RT) asked the council to clarify if the W&SS and the W&S nature group could go ahead and start work on the bathing place. JB requested that an action plan of works and funding be presented to the council for discussion. RT also explained that the W&S nature group would be happy to take on the Whitehead Plot and run it as a nature plot. JB again requested an action plan is proposed to the council.

A member of the public raised the issue of the inaccessibility of the Green to wheelchair/mobility scooter users due to the lack of drop curbs. MS to liaise with OCC – ACTION

Michael Watkins asked to speak at the next meeting on the subject of the council paying for maintenance to trees in the church yard. BR to check with OALC when the new legal advise will be released. ACTION

A member of the Public raised the issue of gulley clearing – discussed that it is the responsibility of OCC and that fix my street would be the best way to report.

2024/**008 Planning**

**P23/S4289/HH – Little Blenheim Cottage, 9 The Green North**

JB proposed to support the application as the charger is the homeowners side of the wall and supports sustainability aims. All councillors in favour. DECISION

**P23/S4264/LDP – Benson Weir, Wallingford**

No response necessary – for information only

**P23/S4082/O – Land North of New Road Shillingford**

MH read a summary of her recommended response and proposed the council object to the application based on the details in the document and the supporting documents. Seconded by MS, all other councillors in favour. DECISION

2024/**009 Councillor Roles and Responsibilities**

JB proposed the following;

|  |  |  |
| --- | --- | --- |
| **Area** | **Lead** | **Second** |
| Infrastructure Road | EK | GT |
| Infrastructure Other | MS | MH |
| Environment Trees | NM | RP |
| Environment Other | RP | NM |
| Greet Hall | GT | NM |
| Planning | MH | RP |
| Allotment  | MS | JB |
| Recreation\Pavilion | MS | JB |
| Events | GT | MH |
| Capital Projects | JB | EK |
| Comms | EK | MH/NM |

All councillors in favour**.** DECISION

2024/**010 Neighbourhood Plan Update**

All progressing well – meeting this Friday.

2024/**011 PC Support for Village Shop Premises**

MH explained that the current provision for a village shop has been guaranteed for the lifetime of the current owners and their children. JB proposed that the PC should conduct a feasibility on a contingency plan for provision of a village shop from it’s own existing assets should the need arise. DECISION

 Feasibility study to be undertaken by EK with support from RP. ACTION

2024/**012 Working Group Reports**

**Infrastructure Roads–** EK to arrange follow up meeting with Velocity

**Infrastructure Other –** MS to liaise with OCC re drop curbs

**Environment –** Discussion on full parish ditch and drainage survey – RP to investigate. ACTION

**Environment Trees –** Emergency tree work carried out after storm damage and work to Thame Road trees completed. Contractor for the Rod Eyot changed to Jenks of Oxford due to unavailability of original contractor – work to be carried out on 19th January. NM to use results from the climbing inspection to prioritise next areas of work. ACTION

**Recreation & The Green –** JB to review playground work with Horizon/Aplin. ACTION

TLGO invoices to be checked against work done – RP to action. ACTION

Pavilion renovation underway and currently on schedule and to budget.

**Greet Hall –** JB to pick up renovation project. ACTION

**Events –** No report – to be added to agenda for next month

2024/**013 RFO Report**

BR suggested moving suppliers for Microsoft 365 licenses, IT support and Anti-virus due to cost savings. Proposal from Duocall circulated to councillors for approval at next meeting.

JB to try adding signatories to bank account. ACTION

JB proposed to approve payments as below;

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Supplier** | **Description of Goods** | **Value** | **Method** | **Code** |
| British Gas | Pavilion Electric | £22.06 | DD | 6055 |
| Gigaclear | Greet Hall Internet | £36.00 | DD | 4320 |
| Duocall MSP | Telephone | £19.88 | DD | 4320 |
| Everflow | Water | £245.02 | DD | 5020/6015/6050 |
| Heritage Tree Services | Tree Maintenance | £2862.00 | BACS | 6060 |
| Bryony Ringsell | Clerks Salary/reimbursement | 540.94/18.86 | BACS | 4110/4320 |
| Oxfordshire LGPS | Clerks Pension | 177.34 | BACS | 4150 |
| PPL Prs | Performing Rights – Greet Hall | £487.20 | BACS | 5050 |
| Shield Maintenance | Dog Poo bin emptying | £93.60 | BACS | 6020 |
| Chip Hosting | Microsoft 365 | £104.39 | BACS | 4320 |
| Carol Vaisey | Greet Hall Cleaning | £200.00 | BACS | 5070 |
| Prime Construction Consultants | Pavilion Renovation | £480.00 | BACS | 6145 |
| Galleon | Greet Hall Consumables | £39.00 | BACS | 5010 |
| Bluestone Planning | Neighbourhood Plan | £2160.00 | BACS | 6005 |
| C.N. Building Ltd | Pavilion Renovation | £31,800.00 | BACS | 6145 |
| TLGO | Maintenance Work | £1177.20 | BACS | 6075 |
| Sylva Consultancy | Tree Maintenance | £432.00 | BACS | 6060 |
| Groundworks | NP Grant underspend | £158.87 | BACS | 6110 |
| CFO | NP Support | £1484.40 | BACS | 6110 |

2024/**014 Correspondence for further discussion if not covered under other Agenda items**

All correspondence in hand.

2024/**015 Matters for report and inclusion on the next agenda**

St Lawrence Hall may need the car park re-surfacing and the fence replacing etc.

**Meeting closed at 21.24**