

**Minutes of the meeting of Warborough Parish Council
Wednesday 7th February 2024 7.30 pm at the Greet Memorial Hall**

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Present:

Cllr Jonnie Bradshaw (JB) Chair
Cllr Richard Pullen (RP)
Cllr Emma Keene (EK)
Cllr Gabriele Tanase (GT)
Bryony Ringsell – Clerk (BR)
District Cllr Andrea Powell (AP)
County Cllr Robin Bennett (RB)
7 Members of the public

- 2024/016 **To accept apologies and reasons for absence**
Apologies from Councillor's Nigel Meadows, Mark Searle and Megan Hanson
- 2024/017 **Declarations of interest (existence & nature) with regards to items on the agenda**
None
- 2024/018 **To confirm the minutes of the Parish Council Meeting held on Wednesday 10th January 2024**
The minutes from both meetings were previously circulated to councillors. JB proposed to approve and sign them, all councillors in favour - **DECISION**
- 2024/019 **Actions arising from last meeting**
The following actions are outstanding:
MS looking into dropped curbs – in progress
Future of the Whitehead Plot – in progress, JB dealing
JB to review playground work with Horizon/Aplin – BR to assist
JB to try adding signatories to bank account
In depth risk assessment to be carried out – to be allocated
The following actions were completed:
BR has spoken to OALC re church funding
BR has signatory forms for RP
Shop feasibility study underway - EK
TLGO invoices checked against work done - RP
- 2024/020 **District Councillor's Report**
Report to be added to the website. AP highlighted the Joint Local Plan consultation.
- 2024/021 **County Councillor's Report**
Report to be added to the website. RB highlighted the future county divisions and the vision zero consultation.
- 2023/022 **Representation from the Public for items not on the Agenda (limited to 15 minutes)**
Ray Thackrah (RT) asked JB for an update on the possible siting of the Quaker Gravestones on the Whitehead Plot – JB explained no decision had been reached as key persons had not yet been consulted. JB to continue to deal – **ACTION**
Michael Watkins asked for an update on the advice from OALC re churchyard tree maintenance – JB explained that parish councils were no longer prohibited from providing financial support to the church and that the trees in the churchyard could be added in to the survey and maintenance plan for the parish. JB also explained that the PC would be able to reconsider applications for funding for Capital Projects benefitting the church.
- 2024/023 **Council Events**
MH not present – to be considered next month
- 2024/024 **Neighbourhood Plan Update**
Current policies being reviewed – EK asked if the PC would be able to pay invoices sooner than
- 2024/025 **Lease at 131 Thame Road, Warborough**
New solicitor at RWK has taken over, awaiting production of new lease.
- 2024/026 **Working Group Reports**
Infrastructure Roads – EK meeting with Velocity to discuss next steps. Re Court Farm SID – Not currently working due to batteries not being charged for too long. Not an option to move it, no wiring available, PC have no right to cut the tree back. EK to approach landowners – **ACTION**
EK proposed to buy and install more batteries, seconded by RP, all other councillors in favour - **DECISION**
Infrastructure Other – MS investigating options and need for dropped curbs
Environment – RP looking into full parish ditch and drainage survey – **ACTION**
Environment Trees – Tulip tree planted on The Green South and the trees on the Rod Eyot have been crowned and had deadwood removed. This completes the work for the current season as it will be nesting time for birds soon. TLGO have left lots of branches and vegetation after clearing the ditch – RP to chase to get them to remove. **ACTION**
Recreation & The Green – JB/BR to review playground work with Horizon/Aplin. **ACTION**
Pavilion renovation underway and currently on schedule and to budget.
Greet Hall – Renovation project underway, available grant currently being identified and applied for.
Events – No report – to be added to agenda for next month
Planning – Request from JB to ensure planning applications are considered using the material

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planning application sheet previously created to allow for transparency and consistency.

Allotments – MS not present

Pavilion Renovation – Project well underway and progressing on schedule and on budget.

2024/027

RFO Report

JB proposed to hold the Annual Parish Meeting on 3rd April and the Annual General Meeting on 1st May – all councillors in favour. **DECISION**

JB proposed to move suppliers for Microsoft 365 licenses, IT support and Anti-virus to Duocall due to cost savings – all other councillors in favour – **DECISION**

JB proposed not to accept the drawdown of CIL money offered at this time and to ask SODC to continue to hold the available funds – all other councillors in favour – **DECISION**

JB proposed to approve payments as below, all councillors in favour – **DECISION**

BR reported on the YTD figures, all in line with expectations except water bills for the Greet Hall and Pavilion. RP (?) to look into water bills. **ACTION**

The Landscape Group Oxfordshire	Ditch Clearance	£1652.58	BACS	6075
Heritage Tree Services	Tree Maintenance	£744.00	BACS	6060
Bryony Ringsell	Clerks Salary	540.94	BACS	4110
Oxfordshire LGPS	Clerks Pension	354.68	BACS	4150
TekTraders	Printing Supplies	£66.54	BACS	4320
Shield Maintenance	Dog Poo bin emptying	£93.60	BACS	6020
Chip Hosting	Microsoft 365	£113.88	BACS	4320
Carol Vaisey	Greet Hall Cleaning	£200.00	BACS	5070
Jenks Oxford	Tree Maintenance	£504.00	BACS	6060
OALC	Training Course	£132.00	BACS	4350
Pumpmaster	Greet Hall Toilet Service	£170.40	BACS	5060
Wheeler's	Emergency Light Test	£252.00	BACS	5030
CFO	Subscription	£55.00	BACS	4360

2024/028

Correspondence for further discussion if not covered under other Agenda items

All correspondence in hand. The PC would like to thank Ray Thackrah for organising a litter pick on 9th March and for his efforts in clearing litter in the parish.

2024/029

Matters for report and inclusion on the next agenda

None

Meeting closed at 21.17