

**Minutes of the meeting of Warborough Parish Council
Wednesday 3rd April 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 Megan Hanson (MH)
Bryony Ringsell – Clerk (BR)
District Cllr Andrea Powell (AP)
District Cllr Sue Cooper (SC)
7 Members of the public

- 2024/051 **To accept apologies and reasons for absence**
Apologies from Councillor's Nigel Meadows, Mark Searle, Gabriella Tanase and Robin Bennett.
Resignation of Councillor Mark Searle announced. BR to inform democratic services and produce notice of vacancy. **ACTION**
- 2024/052 **Declarations of interest (existence & nature) with regards to items on the agenda**
MH declared an interest in item 2024/056 due to her proximity to the planning application.
- 2024/053 **To confirm the minutes of the Parish Council Meeting held on Wednesday 6th March 2024**
The minutes were previously circulated to councillors. JB proposed to approve and sign them, all councillors in favour - **DECISION**
- 2024/054 **Actions arising from last meeting**
The following actions are outstanding:
MS looking into dropped curbs – to be passed to another councillor
In depth risk assessment to be carried out – to be allocated
JB to take meter readings – ongoing
BR/PN to arrange pest control for Greet Hall flies
BR to chase Shield on damage caused to the Green
Gigaclear to be chased re survey at the Pavilion – BR/JB
The following actions were completed:
EK speaking to OCC re siting of SID – EK spoken to OCC, further investigation to be done. Batteries have arrived.
Parish ditch survey ongoing – RP met with Leigh Travers, awaiting actions from meeting
JB to review playground work with Horizon/Aplin – BR completed.
EK looked into temporary license – no longer needed due to new landlord at 6 Bells
- 2023/055 **Representation from the Public for items not on the Agenda (limited to 15 minutes)**
Bill Oscroft requested that TLGO be asked to clear the detritus they have left after their works on the verges and asked for an update on the SID at Court Farm – EK explained she had spoken to OCC and was still looking into the matter.
- 2024/056 **Planning**
P24/S0912/HH – RP proposed to support the application – seconded by JB, All other councillors in favour. **DECISION**
- 2024/057 **Council Events**
MH reported that the cost of an event of a similar scale to the Coronation and Jubilee was likely to be around £3000 and suggested holding it bi-annually would be feasible. She explained it should be possible to recoup around £1000 from tickets etc and so proposed to use £1000 per annum from the council budget to put towards the event, with the first event taking place in 2025, seconded by JB, all other councillors in favour. **DECISION**
- 2024/058 **Bins on the Green**
To be taken on by Infrastructure other, will need to be added to the budget.
- 2024/059 **Neighbourhood Plan Update**
Policies currently being reviewed and updated where necessary.
- 2024/060 **Pavilion Furniture, Equipment and Fittings**
JB explained that as a council asset it would be appropriate for the PC to pay towards the furniture/fittings etc for the newly renovated pavilion as the Cricket Club were paying for the majority. JB proposed the PC pay for a new bench at a cost of £825.00 plus VAT. All other councillors in favour. **DECISION**
- 2024/061 **Grass Cutting – 19/21 The Green North**
RP explained these areas were left out of the grass cutting contract as previous owners requested to cut their own grass. At the request of the current occupiers the grass areas outside No.19 and No.21 The Green North will be added to the grass cutting schedule.
- 2024/062 **Emergency Plans**
EK suggested the PC should create and adopt a flood plan for the parish, including sourcing some equipment. Agreed that EK will go ahead and ask for volunteers and draft a plan to be brought before the PC.
- 2024/063 **Parish Ditches and Drains**
RP reported he had met with Leigh Travers from SODC and walked around the Parish with him

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identifying problem areas. Now awaiting a report from Leigh Travers on responsibilities and actions which will be formally documented.

2024/064

Working Group Reports

Infrastructure Roads– Discussion on the NO ENTRY out of Warborough Road on to the Oxford-Henley road. RP to produce a proposal for a planter to narrow the opening and EK to draft comms reminding parishioners the road is one way. **ACTION**

EK awaiting revised cost for the second phase of the traffic survey.

Infrastructure Other – No report

Environment – No further report

Environment Trees – No further report

Recreation & The Green – Work to be completed in the playground.

Greet Hall – JB proposed to re-open the Survey Monkey account to send out the questionnaire for the Greet Hall renovation, All councillors in favour. **DECISION**

JB proposed to go ahead with the quote from Wheelers to repair/replace the emergency lighting at the Greet Hall. All councillors in favour. **DECISION**

Events – Covered above

Capital Projects – 8 applications received so far, meeting to be held at 10.30 on 11th May for scoring.

Allotments – No further report.

2024/065

RFO Report

Supplier	Description of Goods	Value	Method	Code
British Gas	Pavilion Electric	£60.92	DD	6055
Gigaclear	Greet Hall Internet	£36.00	DD	4320
Duocall MSP	Telephone	£15.60	DD	4320
Everflow	Water – Greet Hall, Allotment and Pavilion	£144.78	DD	
Bryony Ringsell	Clerks Salary	xxxx	BACS	4110
Oxfordshire LGPS	Clerks Pension	xxxx	BACS	4150
Shield Maintenance	Dog Poo bin emptying	£93.60	BACS	6020
Sparkle and Shine	Greet Hall Cleaning (reimbursed to BR)	£40.00	BACS	5070
C.N. Building Ltd	Pavilion Renovation	£19,200.00	BACS	6145
CFO	Subscription	£50.00	BACS	4360

Payments approved as below

2024/066

Correspondence for further discussion if not covered under other Agenda items

All correspondence in hand.

2024/067

Matters for report and inclusion on the next agenda

MH – ACV (Six Bells) to be added

Meeting closed at 21.53