

**Minutes of the meeting of Warborough Parish Council
Wednesday 1st May 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 Nigel Meadows (NM)
Cllr Gabriella Tanase (GT)
Cllr Megan Hanson (MH)
Bryony Ringsell – Clerk (BR)
District Cllr Andrea Powell (AP)
7 Members of the public

- 2024/068 **Election of the Chairman**
RP proposed JB as chair, seconded by MH, MN, GT and EK in favour, JB abstained.
- 2024/069 **Election of the Vice Chair**
JB proposed MH as vice chair, seconded by EK, MN, RP and GT in favour, MH abstained.
- 2024/070 **To accept apologies and reasons for absence**
None
- 2024/071 **Declarations of interest (existence & nature) with regards to items on the agenda**
None
- 2024/072 **Declarations of Acceptance of Office and to observe the Council's code of practice**
All councillors signed the declaration, witnessed by BR
- 2024/073 **Distribution of Councillor Roles and Responsibilities**
Current roles and responsibilities to remain the same, to be re-evaluated when a new councillor joins.
- 2024/074 **To confirm the minutes of the Annual Parish Meeting held on 3rd April 2024**
Minutes had been previously circulated to councillors, JB proposed to approve and sign – all councillors in favour. **DECISION**
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- 2024/075 **Dates of the Parish Council Meetings for 2024-2025**
JB proposed that meetings should continue to be held on the first Wednesday of every month at 7.30pm in the Greet Hall apart from August where there will be no scheduled meeting. All councillors in favour.
- 2023/076 **Representation from the Public for items not on the Agenda (limited to 15 minutes)**
None
- 2024/077 **Actions arising from last meeting**
BR has notified SODC of the resignation of Mark Searle and posted the notice of vacancy.
- 2024/078 **Planning**
P24/S1236/LB – MH proposed to support the application – seconded by RP, All other councillors in favour. **DECISION**
- 2024/079 **Neighbourhood Plan Update**
Laurie Kosobucki gave an update on progress including the minor adjustments to the plan's Vision and Objectives, in line with consultation feedback from the community in 2023. These have been added to the parish website.
- 2024/080 **Parish Ditches and Drains**
RP explained that he has submitted a grant application for funding towards clearing the existing culverts/drains etc in the parish and that OCC are visiting the parish in the coming week to carry out an inspection of the drains and ditches.
- 2024/081 **Asset of Community Value – 6 Bells**
There is now a team of volunteers, they, along with MH will meet in the next week and fill out necessary paperwork.
- 2024/082 **Speed Barriers – Wheelers End**
Owners were in attendance and explained the where they would site the barriers and their dimensions etc. All councillors confirmed they would be in full support of the plan.
- 2024/083 **Working Group Reports**
Infrastructure Roads– RP still investigating a proposal to put a planter on Warborough Road to narrow the opening to assist with the one way flow. EK arranging to hand batteries for the SID to Bill Oscroft. Velocity quote is now agreeable and phase two of the traffic survey will take place in the next month or so.
Infrastructure Other – No further report
Environment – Footpath 6 is overgrown by Wheelers End
Environment Trees – It is nearly nesting season for birds so no more work planned. NM proposed to engage Sylva to carry out a new tree survey, seconded by RP, all other councillors in favour.

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Recreation & The Green – Pavilion renovation is almost complete, open event on Saturday evening. Matthew Day expressed concern at the way the event on Saturday had been organized, which groups had been asked to help run them, and that plans for further events might weaken the case for having the 6 Bells registered as an ACV. Discussion on this, no further events have been planned/licences sought and EK confirmed that if further events were to happen then any community group would be welcome to help/fundraise. Questions also on hiring the pavilion – costs/system are yet to be confirmed. Work has been completed on the playground. JB explained that the POS land at 6 acres is almost ready to transfer but there are outstanding works to be completed by rectory first.

Greet Hall – Work has been carried out on emergency lighting and a new kettle installed.

Questionnaire to be sent out to village on plans for renovations. Pest controllers engaged for Fly and Rat issues.

Events – No report

Capital Projects – Further applications have been received – all to be discussed at the meeting on 11th May 2024. Council questioned over ringfencing of CIL monies for traffic calming/speeding – JB confirmed no funds had been ringfenced but the PC was aware of the potential need and that this would be taken into account when deciding on which projects could be approved.

Allotments – No further report.

2024/084

RFO Report

Payments approved as below, receipts reported as below.

Supplier	Description of Goods	Value	Method	Code
British Gas	Pavilion Electric	£60.81	DD	6055
Gigaclear	Greet Hall Internet	£36.00	DD	4320
Duocall MSP	Telephone	£207.56	DD	4320
Everflow	Water – Greet Hall, Allotment and Pavilion	£197.82	DD	6015/6050/5020
EDF	Greet Hall Electricity	£408.49	DD	5030
EDF	Greet Hall Electricity	£72.00	DD	5030
Bryony Ringsell	Clerks Salary	x	BACS	4110
Oxfordshire LGPS	Clerks Pension	x	BACS	4150
Shield Maintenance	Dog Poo bin emptying	£93.60	BACS	6020
Sparkle and Shine	Greet Hall Cleaning (reimbursed to BR)	£120.00	BACS	5070
Bryony Ringsell	Reimbursement – Kettle for Greet Hall	£19.99	BACS	5010
ONPA	Subscription	£50.00	BACS	4360
Simon Nickson	Pest Control – Greet Hall	£50.00	BACS	5010
SODC	Refuse collection 23-24 (reimbursed to BR)	£109.84	BACS	6075
Martin Small	Renovations to pavilion furniture	£3024.00	BACS	6035
Wheelers	PAT test/light failure	£72.00	BACS	5060
Infinity Playgrounds	Playground Maintenance	£1158.00	BACS	6030
Wheelers	Emergency Lighting work	£571.20	BACS	5060

Receipts

Short Mat Bowls	Greet Hall Rent	£112.00	BACS	1310
V Chell	Greet Hall Rent	£110.00	BACS	1310
PayPal	Greet Hall Hires	£283.13	BACS	1320
J Carter	Greet Hall Rent	£250.00	BACS	1310
SODC	Precept	£39807.50	BACS	1105
C Kinash	Greet Hall Rent	£70.00	BACS	1310
OCC	Grass Cutting Grant	£630.36	BACS	1220
FCC Communities	Pavilion Renovation Grant	£12,087.45	BACS	1270

BR gave a report on the progress of the internal audit and explained that documents and the AGAR had been completed and were ready to be sent to the internal auditor, and took questions on the year end figures/significant variances that were previously circulated to councillors. JB proposed to approve the end of year figures and associated documents – all councillors in favour apart from NM who abstained as he had not seen the documents. **DECISION**
JB also proposed to approve the Notice of Public Rights for publication in June – all councillors in

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favour apart from NM who abstained as he had not seen the documents. **DECISION**

2024/085

Correspondence for further discussion if not covered under other Agenda items

Request for funding for Benson Library – JB proposed to donate the requested £257.00, All councillors in favour. **DECISION**

Request for funding for Home Start – JB proposed to donate £145 to home start, all councillors in favour. **DECISION**

Request for funding for Life Education for St Lawrence School – JB proposed to donate the remaining £145 requested, all councillors in favour. **DECISION**

BR to respond to Gerard Winter to ask him to ensure the beer barrels and other rubbish are disposed of from outside of the 6 Bells **ACTION**

BR to reply to Shirly Noble re ownership of the 6 Bells **ACTION**

2024/086

Matters for report and inclusion on the next agenda

Capital Projects to be added to June agenda

Resilience Planning to be added to June agenda

Meeting closed at 21.57