

**Minutes of the meeting of Warborough Parish Council
Wednesday 4th October 2023 7.30 pm at the Greet Memorial Hall**

Present:

Cllr Jonnie Bradshaw (JB) Chair
Cllr Nigel Meadows (NM)
Cllr Richard Pullen (RP)
Cllr Mark Searle (MS)
Cllr Megan Hanson (MH)
Bryony Ringsell – Clerk (BR)
District Cllr Andrea Powell (AP)
County Cllr Robin Bennett (RB)
4 Members of the public

- 2023/132 **To accept apologies and reasons for absence**
None
- 2023/133 **Declarations of interest (existence & nature) with regards to items on the agenda**
None
- 2023/134 **Co-option of new councillors**
JB to draft comms advertising vacancies
- 2023/135 **To confirm the minutes of the Parish Council Meeting on 6th September 2023**
The minutes were previously circulated to councillors. JB proposed to approve and sign them, all councillors in favour - **DECISION**
- 2023/136 **Actions arising from last meeting**
BR to look into changing water supplier – completed
RP to check the scope of TLGO in relation to the whitehead plot and other areas – completed, added to schedule of works
JB to compile a list of CIL projects – completed by BR
BR to add RP as a signatory – forms did not arrive, JB to contact Lloyds
BR to confirm some points raised in advice from OALC re paying for maintenance on trees in church yard – to be done
JB to send out comms re casual vacancies – not completed
- 2023/137 **District Councillor's Report**
AP gave a report including information on the 5 year land supply. Report to be added to the website.
- 2023/138 **County Councillor's Report**
RB was present and gave information on the Ofsted SEND report amongst other things – to be added to the website
- 2023/139 **Representation from the Public for items not on the Agenda (limited to 15 minutes)**
William Oscroft raised the issue of the SID at court farm and requested the PC liaise with OCC to rectify the situation. He also explained he was in contact with ElanCity re the app for the SID's. Footpath 6 also needs work due to wood heave and the side of the path falling into the ditch.
- 2023/140 **Planning**
P23/S3241/LB
MH explained this was a sensitive renovation of the property with no change to the footprint of the building using traditional materials. MH proposed to support the application, seconded by MS, All councillors in favour. **DECISION**
- 2023/141 **Neighbourhood Plan Update**
Report from MH. MH has taken back over from NM as PC representative. Funding has been successfully applied for and received. There is to be a community event on 18th October at 7pm in the Greet Hall to allow for village input into the next steps to be taken. MH also asked that the Land Owner Co-ordinator be informed of any correspondence between Welbeck and the PC, and for a letter to confirm what was said by the PC to Welbeck at the last meeting – agreed. JB to action, BR to ensure correspondence is shared.
- 2023/142 **Trees – Update**
NM reported that work on the following trees had been carried out; Whitehead plot- crown lifted. Wharf road willow - crown lifted. Green south chestnut felled. Lime by Six Bells pruned & epicormics removed.
There are issues with grinding out the stump of the chestnut as there appears to be granite in the base. Work on the trees on the Rod Eyot will be done this month as will the 2 climbing inspections. NM proposed to action the suggestions by Sylva for work on the trees on Thame Road - Heritage Tree Services from Stoke Row have made a good proposal which includes setting up & removal of give/take road traffic management signage during the works. Quote is £2,385 + VAT which is within the extended budget headroom (£7k original + £5k from reserves agreed at July meeting). This includes pruning & ivy removal of 7 trees & felling 3 maples towards Warborough road. Section 211 submitted to cover those in the conservation area. Seconded by JB, all other councillors in favour. **DECISION**
NM explained that Sylva had made suggestions for replanting the Chestnut, a Tulip tree was the most popular suggestion, NM proposed to get quotes to bring back to the November meeting, seconded by MH, all others in favour. **DECISION**
Exact location of replanting to be confirmed after advice from Sylva.

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- 2023/143 **Parish Asset – The Bathing Place**
NM explained that the area is overgrown and needs attention including works to the trees. Suggested he investigate available grants and then liaises with potential interested parties who may like to be involved in the ongoing conservation of the area. All councillors in agreement.
- 2023/144 **Discussion on Maintenance Costs of School Car Park**
JB explained there is no legal liability on the council to enter into an agreement. Money will be received from Rectory and a plan can then be made for contributing towards costs.
- 2023/145 **Greet Hall renovation project – motion to approve seeking funds from SODC and FCC**
JB proposed to all the PC to seek funds from OCC and FCC for the Greet Hall maintenance project – all councillors in favour. **DECISION**
- 2023/146 **Working Group Reports**
Infrastructure – No further report
Infrastructure Other – RP to chase TLGO re weedkilling by the Dutch Barn - **ACTION**
Recreation & The Green – BR to speak to neighbouring councils re companies for playground maintenance – **ACTION**
Greet Hall – Fly’s still an issue, pest control to be engaged by bookings clerk – **ACTION**
Events – MH to look into holding and annual/biannual parish event – **ACTION**
- 2023/147 **RFO Report**
BR reported that the electricity and water suppliers have been changed to cheaper tariffs with different companies – British Gas and Everflow respectively
External Audit Report circulated before the meeting, the only issue was that the Notice of Public Rights was put up for 31 days instead of 30, and the issues with HMRC was noted.
BR explained that a better insurance company had been found and suggested the council go with Zurich at £1971.89 per year, fixed for three years as opposed to Gallagher at circa £3300. JB proposed to use Zurich for insurance at the quote provided for three years – all councillors in favour. **DECISION**
BR went on to outline the CIL payments that needed to be claimed for;
Velocity, traffic survey - £3000, Colliers, pathing during the big help out - £240.57, ODS – car park works at the Small Green and Allotment - £32511.63, Pavilion Renovation contributions - £21527.00, The Barre (Ballet Barre) £1020.00 and Trees/stakes - £967. JB proposed to claim these amounts from the CIL money being held by SODC. All councillors in favour. **DECISION**
Payments and banking reconciliation approved.
- 2023/148 **Correspondence for further discussion if not covered under other Agenda items**
All correspondence in hand.
- 2023/149 **Matters for report and inclusion on the next agenda**
None

Meeting closed at 21.40