

**Minutes of the meeting of Warborough Parish Council
Wednesday 2nd November 2022 7.30pm**

Present:

Cllr Jonnie Bradshaw (JB) Vice Chair
Cllr Michael Herbert (MH) Chair
Cllr Richard Pullen (RP)
Cllr Nigel Meadows (NM)
Cllr Verenique Beviere (VB) after item 2022/208
Cllr Megan Hanson (MHa) after item 2022/208
Bryony Ringsell – Clerk (BR)
District Cllr Sue Cooper (SC)

10 Members of the public

- 2022/207 To accept apologies and reason for absence**
County Cllr Robin Bennet and Mark Searle
- 2022/208 Co-option of new councillors**
Verenique Beviere and Megan Hanson were present at the meeting and gave a short speech about why they would like to join the council. Mark Searle had previously sent in a document setting out the same which had been circulated to all councillors prior to the meeting. MH proposed VB, MHa and MS be co-opted to the council, JB and RP in favour, NM against.
- 2022/209 Declarations of interest (existence & nature) with regards to items on the agenda**
None
- 2022/210 To confirm the minutes of the Meeting held on 5th October 2022**
MH proposed to confirm the minutes, all other councillors in favour
- 2022/211 District Councillors Report:**
Report to be added to the website. SC reported on a number of items including maximum taxi fares and the Joint Local Plan.
- 2022/212 County Councillors Report:**
RB not present and no report sent through.
- 2022/213 Representations from the Public for items not on the agenda (limited to 15 minutes)**
Lynda Raynor asked that the agenda for Parish Council meetings be placed on the website and sent round via the village email.
Jamie Heinink asked the clerk to chase Wallingford and Brightwell councils regarding speed limits and weight limits over the Shillingford Bridge.
- 2022/214 Neighbourhood Plan Update**
Reported that the meeting between the PC, Ricardo Rios and members of the old NP steering group was still to be held due to unavailability of key persons.
Lengthy discussion between members of the public and councillors over concerns that the progress on the TOR's was slow, and questions over why using the old TOR's isn't possible. Explanation from JB that there was a delay over the summer where the old NP steering group were unable to look at the proposed TOR's due to being busy and that the current delay is that the agreed meeting with SODC cannot take place without key members of the old NP steering group who have been unavailable for the proposed dates, and that the old TOR's cannot be used because one of the learnings from the last NP plan was that more transparency with the setting of the plan would be welcomed and the old TOR's do not allow for this.
MHa left the meeting at 20.14 on an unrelated matter.
- 2022/215 6 Acres Public Footpath Update**
JB met with Arthur McEwan-James from OCC and walked the planned route of the path, no issues identified, everything in place to go ahead when the ownership of the land from 6 acres is transferred. JB also asked that Mr McEwan-Jones looked in to removing the red barriers next to Shillingford Bridge and sought his advice on the cycling signage put up on footpaths. The advice was that generally no signs should be put up but he will look in to it further and report back to JB.
- 2022/216 Decision on whether to accept the offered Table Tennis Table**
JB reported that the plan was for the table to go on the land between the Cricket nets and Tennis Courts and that there would be minimal costs associated with the installation, including surfacing and ongoing costs for replacement bats etc. JB proposed to accept the table tennis table and agree to insure and maintain it and carry out spot checks on its usage, install suitable surface for it and to complete installation by Feb 2023. VB seconded, all other councillors in favour.
- 2022/217 Discussion and decision on whether the PC can legally or practically apply its own signage to prevent abuse of footpaths and green spaces**
Covered in item 2022/215
- 2022/218 Capital Projects Application – Ballet Barres**

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JB reported that the application scored 22.5 which was in line with other projects which had been approved. JB proposed to approve the application, seconded by RP, all other councillors in favour.

2022/219 Decision on wording and purchase of Six Acres car park signage and road markings

JB to ask Rectory if the sign can be placed on the land at the entrance to the car park. Discussion on possible wording of the sign lead to the decision that the wording previously sent round to councillors be modified so that the heading was 'Parking Restrictions' but otherwise accepted, JB to draft final version and circulate to all councillors. Possibility of parking permits for staff and regular users raised, JB to investigate.

Report from JB that the road markings required fall under the minimum order value for the company he contacted so would cost circa £500, obtaining other quotes before proposal made at December meeting.

2022/220 Land assets project proposal

NM reported that he is taking the time to get to know the plots of land and identifying which sites need maintenance, of which several have already been identified. Ongoing project and NM will report again at the December meeting.

2022/221 Distribution of Roles and Responsibilities

To be done in December meeting, JB to send round list of roles etc for councillors to pre-read.

2022/222 Proposal for 'No Mooring' sign at the wharf

MH circulated the current design for the sign, discussion re modifications and MH proposed to approve the sign implementing the changes decided on in the meeting. All other councillors in favour.

2022/223 Working Groups Report

Infrastructure and Environment -

Recreation and the Green – Thanks to Bill Oscroft for installing the new bin on the green
Greet Hall – Large leak behind the bar in the Greet Hall, emergency plumber called out and fix in progress

Events – NM raised the possibility of an event for the King's coronation in May next year. To be raised again at the December meeting once councillors appointed to events role.

2022/224 RFO Report

Payments authorised as below.

MH proposed the Financial Regulations, Standing Orders, Asset Register, Risk Assessment and 2023-2024 Budget be approved, all councillors in favour.

Supplier	Description	Value	Method	Code
<i>Bryony Ringsell</i>	<i>Clerks Salary</i>	<i>xxxx</i>	BACS	4110
<i>Shield Maintenance</i>	<i>Dog Poo Bin emptying</i>	<i>£93.60</i>	BACS	6020
<i>PRS</i>	<i>Music Licensing – reimbursement for clerk</i>	<i>£36.62</i>	BACS	4320
<i>Gigaclear</i>	<i>Greet Hall Internet</i>	<i>£39.00</i>	DD	4320
<i>Moore</i>	<i>Audit Fee</i>	<i>£360.00</i>	BACS	4340
<i>The Landscape Group Oxford</i>	<i>Grass Cutting</i>	<i>£991.20</i>	BACS	6005
<i>Duocall MSP</i>	<i>Telephone</i>	<i>£18.32</i>	DD	4320
<i>Chip Hosting</i>	<i>Microsoft 365</i>	<i>£85.41</i>	BACS	4320
<i>Tektraders</i>	<i>Printer warranty</i>	<i>£23.99</i>	BACS	4320
<i>RES</i>	<i>Fire safety checks</i>	<i>£189.36</i>	BACS	5065
<i>Castle Water</i>	<i>Greet Hall Water</i>	<i>£754.36</i>	BACS	5020

2022/225 Correspondence for further discussion if not covered under other Agenda items

- Patricia Nickson – Booking clerk
- Lynda Moore – Oxford Local Plan
- NALC – Bulletin x 3
- Rural Services Network – bulletin x 3
- Pierre Bernard – Moving to the village
- Georgia Vermeulen – Smoke Free Oxfordshire
- Kerry Tuson – Age UK AGM
- SODC – Communications bulletin
- Amanda Cooper – Whitehead Plot
- Caolan Ryan – Cuckoo Penn Paddock

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2022/226 **Any other Business – to be included on future agendas**
JB will circulate a schedule of works for the small green

Meeting closed at 22.00