

**Minutes of the meeting of Warborough Parish Council
Wednesday 5th July 2023 7.30 pm at the Greet Memorial Hall**

Present:

Cllr Jonnie Bradshaw (JB) Chair
Cllr Megan Hanson (MH)
Cllr Nigel Meadows (NM)
Cllr Richard Pullen (RP)
Bryony Ringsell – Clerk (BR)
District Cllr Sue Cooper (SC)
5 Members of the public

- 2023/098 **To accept apologies and reasons for absence**
Apologies from Cllr Verenique Beviere, Cllr Mark Searle, Cllr Kier Sheldon, C Cllr Robin Bennet and D Cllr Andrea Powell. JB informed councillors that KS has resigned as a councillor.
- 2023/099 **Declarations of interest (existence & nature) with regards to items on the agenda**
None
- 2023/100 **To confirm the minutes of the Parish Council Meeting on 7th June 2023**
The minutes were previously circulated to councillors. JB proposed to approve and sign them, all councillors in favour - **DECISION**
- 2023/101 **Actions arising from last meeting**
Legality of footpath 7 – JB still investigating
Missed areas of maintenance – RP spoke to TLGO who returned and completed the work
Clerk's contract – on agenda
- 2023/102 **District Councillor's Report**
SC not present at this time – report to be added to website
- 2023/103 **County Councillor's Report**
RB not present – report to be added to website
- 2023/104 **Representation from the Public for items not on the Agenda (limited to 15 minutes)**
Michael Watkins asked the council if anyone had committed to being able to open the feast – awaiting response from VB, if unavailable MH can do it.
Tom De Wolf (?) – asked for an update on the traffic survey – JB explained that Velocity have been instructed and have started the survey but VB would be consulted for more information.
- 2023/105 **Planning**
P23/S2133/HH
Representation from applicant – explained that permission to install an Air Source Heat Pump was being sought. MH reported she found no reasons that the application should not be supported. JB proposed to support the application, all councillors in favour. **DECISION**
- 2023/106 **Neighbourhood Plan Update and discussion on the draft communication strategy document**
Report from NM that the funding application has been completed but that the money has not yet been released by the government and so the application cannot yet be submitted. Also explained that a draft questionnaire has been completed but without funding cannot be printed and disseminated. JB reported on the draft comms strategy and proposed that the council support it, all other councillors in favour. **DECISION**
- 2023/107 **Clerk's Contract – changes suggested by internal audit**
Changed to notice period, place of work, pay scale and date. JB proposed to sign the new contract – all councillors in favour. **DECISION**
Pension also discussed, BR has been in touch with the Oxfordshire Local Government Pension Scheme and requested the approval of the council to join the scheme. JB proposed that the Clerk/RFO be eligible to join the Oxfordshire Local Government Pension Scheme immediately, or any other scheme the clerk chooses, backdated to 1st April 2023, all councillors in favour. **DECISION**
- 2023/108 **Working Group Reports**
Infrastructure – Meeting with TVP arranged by Crowmarsh PCC rearranged to 17.07.23 – NM to attend
Infrastructure Other – RP looking in to expanding schedule of work for TLGO.
Environment – Sylva have highlighted urgent works that need to be carried out as soon as possible. The first of these is the Lime Trees on the Green South which contain deadwood. The contractor is coming next week to deal. The Chestnut Tree on the Green South has also been recommended for urgent felling after unsuccessful treatment for a fungal infection. A s.211 notice was submitted by NM prior to the meeting due to time pressures and SODC confirmed this constitutes an exception under the *Town and Country Planning (Tree Preservation)(England) Regulations 2012* and therefore raise no objection to the works at: The Green - SE of War Memorial, Warborough T40 - Red Horse Chestnut - Fell tree to ground level. NM proposed to fell the tree and grind out the stump, seconded by JB, all other councillors in favour. **DECISION**
In light of the above and the increased amount of work that will be necessary in the parish JB proposed to reallocate £5000 of reserves to the budget for tree maintenance. All other councillors in favour. **DECISION**
RP to check with TLGO whether the Whitehead Plot is on their schedule of works. **ACTION**

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Recreation & The Green – Annual safety check of the play area booked for July/August 2023.

Greet Hall –First meeting of the renovation committee took place last week, tasks underway.

Events – NM to organise a joint event with the W&SS to allow the community engagement officer from RAF Benson to give a talk. Suggested date is 20th September.

MH to arrange planning talk. **ACTION**

2023/109

RFO Report

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

JB proposed to approve payments listed for August and any other expected expenditure, all councillors in favour. **DECISION**

F&GP meeting set provisionally for 20th September 2023

BR reported on the YTD figures, spending mainly in line with expectations except overspend on trees and coronation event.

BR to add RP and VB to banking mandate. **ACTION**

BR to phone Castle Water for clarification on bills. **ACTION**

2023/110

Correspondence for further discussion if not covered under other Agenda items

All correspondence in hand.

2023/111

Matters for report and inclusion on the next agenda

MH will send comms re rejection of Cuckoo Pen application. **ACTION**

JB to compile Capital/CIL projects list. **ACTION**

Meeting closed at 21.25