

**Minutes of the meeting of Warborough Parish Council
Wednesday 7th September 2022 7.30pm**

Present:

Cllr Jonnie Bradshaw (JB) Vice Chair
Cllr Michael Herbert (MH) Chair
Cllr Nick Brown (NB)
Cllr Nigel Meadows (NM)
Cllr Richard Pullen (RP)
Bryony Ringsell – Clerk (BR)
District Cllr Sue Cooper (SC)
County Cllr Robin Bennett (RB)

9 Members of the public

- 2022/162 **To accept apologies and reason for absence**
Apologies from Cllr Nigel Conie
- 2022/163 **Councillor resignations and election of Chair and Vice Chair**
JB explained that Nigel Conie has resigned the Chairmanship but remains a councillor and Mieke McLarty has resigned as a councillor. NB proposed JB as Chair, not seconded. NM proposed MH as chair, seconded by RP. MH, RP and NM in favour, NB against and JB abstained.
RP then proposed JB as Vice-Chair, MH seconded, RP, MH and NM for, JB and NB abstained.
- 2022/164 **Declarations of interest (existence & nature) with regards to items on the agenda:**
JB declared an interest in item 2022/173
- 2022/165 **To confirm the minutes of the Meeting held on 6th July 2022**
MH proposed to confirm the minutes, all other councillors in favour
- 2022/166 **District Councillors Report:**
Report to be added to the website. SC gave information on 'Wallingford Beach' and the Ox 2050 plan.
- 2022/167 **County Councillors Report:**
Report to be added to the website. Included information about open consultations on transport in the city centre.
- 2022/168 **Planning**
P22/S2861/HH – 1 Green Lane, Warborough
MH proposed to support the application, all other councillors in favour
- 2022/169 **Representations from the Public for items not on the agenda (limited to 15 minutes)**
L Raynor reported that lots of 'yes voters' from the Parish Poll were appalled at the PC for failing to carry out the wishes of the poll and asked when the PC were going to communicate with transparency and honesty to the village.
MH stated that he hoped to do something constructive by the end of next month. JB explained that the draft ToR's had been sent to representatives from the NP team several months ago and that a reply had only come through from them hours before the meeting and that it was this that has caused the delay. J Heinink spoke to thank NB for all of his hard work and support in securing SID's and a traffic calming gate for the approach to Shillingford bridge.
- 2022/170 **Discussion and decision of whether the OC can legally or practically apply its own signage to prevent abuse of footpaths and green spaces**
To be discussed next month
- 2022/171 **Remedial maintenance works on the Greet Hall – update and works on rear door - contactor to be approved**
JB proposed to accept the quote from Merrick to repair the rear doors unless the work could not be carried out in a timely manner, in which case the quote from Castle House joinery would be accepted and they are to be instructed instead – JB to run project. Seconded by MH, all other councillors in favour
- 2022/172 **Drain Cover – The Green South, update**
JB reported that the contractors in line to carry out the one of the capital projects is happy to do the work on the drain cover also. To be finalised with Capital Projects.
- 2022/173 **Land Owned by the Council, discussion and actions to be taken**
The Pound – PC to make themselves aware to new owners and inform them of rights etc
Rod Eyot – SOHA have been asked to move the roofing materials but claim not to look after any properties on Thame Road. BR to progress further.
Middle Farm – New owners to be contacted and offered the lease
Whitehead Plot – Hedge at the back of the plot has died
NM undertaken to review all parish owned land
- 2022/174 **Capital Projects and CIL allocations**
Bus Shelter was installed in July and invoice paid. School have been paid the £15,000 and W&SS have been given the £1000. Other projects ongoing.
- 2022/175 **Tree Planting – update**
No update until autumn
- 2022/176 **To select a contractor for approved capital projects – Small Green Parking and Allotment Car Park**

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JB proposed to give the contract for the work to OBS, seconded by NM and all other councillors in favour

2022/177 Fly Tipping and rubbish by the Tennis Courts

Work on the area approved in item 2022/176 so area should be improved, and CCTV will be added at a later date

2022/178 Decision on whether or not to accept more CIL money at this time

JB proposed not to accept any further money at this time and to draw down as needed instead. All other councillors in favour.

2022/179 Discussion of proposed insurance renewal

MH proposed to renew with current insurers, all other councillors in favour

2022/180 Distribution of Roles and Responsibilities

Councillors to look at the Roles and Responsibilities that need fulfilling and decisions to be made at the next meeting

2022/181 Proposal to accept the quotation from TLGO for the extended annual work over a three-year contract period

NB explained that TLGO have performed well over the last few years and have offered the same price for the next three years and proposed to accept the quotation. Seconded by JB, all other councillors in favour

2022/182 Proposal to accept the quotation from TLGO for ad hoc work

NB proposed to accept the quotation, seconded by JB, all other councillors in favour

2022/183 Working Groups Report

Infrastructure and Environment – NB explained the tree survey will need to be done shortly and thanked Cath Sinkinson for her efforts in preserving the wilding area plants funded by the PC through the recent drought.

Discussion over the car park/gates at the school – JB to liaise with school and Rectory.

Recreation and the Green – Playground has been inspected and request sent to contractor for remedial works to be done

Greet Hall – MH to action email from Jo Carter re problems at the Greet Hall. Booking Clerk email address not working – BR to action

MH to formally engage the contractor to remove cladding in the hallway to inspect for rot damage as previously approved

Events – None

2022/184 RFO Report

Payments and Receipts for August approved as below;

Supplier	Description	Value	Method	Code
Bryony Ringsell	Clerks Salary	Xxxx	BACS	4110
Shield Maintenance	Dog Poo Bin emptying	£93.60	BACS	6020
W&S Magazine	Publishing Reports	£500.00	BACS	4060
Roke and Benson Band	Playing at Warborough Feast	£170.00	BACS	
Clean Machine	Greet Hall Cleaning Supplies	£37.05	BACS	5010
Chip Hosting	Microsoft 365	£104.39	BACS	4320
Galleon Supplies	Greet Hall consumables	£45.00	BACS	5010
The Landscape Group Oxford	Grass cutting and maintenance	£1571.70	BACS	6005
Broxap Street Furniture	Bin for the Green	£362.34	BACS	6075
Duocall	Telephone	£18.32	DD	4320
Gigaclear	Greet Hall internet	£39.00	DD	4320
W&S Cricket Club	Rent	£200.00	BACS	1225
V Chell	Greet Hall Rent	£60.00	BACS	1310
B Allen	Greet Hall Rent	£87.00	BACS	1310

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F&GP meeting to be arranged for end of September

Audit completed and notice to be displayed

MH proposed to add RP and NM as signatories to the bank account – all other councillors in favour

2022/185 Correspondence for further discussion if not covered under other Agenda items

- Laurie Kosobucki – TOR, Neighbourhood Plan
- John Kosobucki – Complaint response
- Rural Services Network x 4
- Jo Carter – Issues with Greet Hall
- Jon Beals – Shillingford Road speed limits
- Jenny Hall – Fly Tipping
- Mike Powell – Fence, Cherry Close
- Mandy O'Mahoney (Via Meike Mclarty) – Use of the small green
- SODC Waste Team – Litter mapping
- Steve Corrigan – Code of Conduct training
- Rebekah Robinson – Giant Hogweed
- Laura Harte – Berinsfiend Working Together
- John Chubb – English Lessons
- NHS – 111 online promotion
- SODC – South newsletter
- OALC x 3
- Andrea Powell – Benson Relief Road
- Lorraine Lindsay-Gayle – School gates

2022/186 Any other Business – to be included on future agendas

L Kosobucki explained that The NP have honoured their obligations and spent considerable time over the PCs summer recess reviewing the substantial changes the vice chair has proposed to the ToRs produced by the independent 3rd party. She reported that she has liaised with all NP members, and the first collaborative response was shared with the PC on Sunday and confirmed that the NP team is prepared to engage constructively to agree ToRs- with 3rd party NP expertise if significant changes are pursued, because these are outside the expertise of either the PC or the NP.

JB extended thanks to NC for all of his work in the role of Chair and to MM for her efforts as a councillor and urged members of the public to take advantage of the open slots on the council and apply for the vacancies. This was reiterated by RP and MH

Meeting closed at 21.51