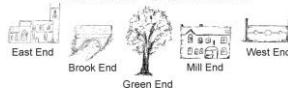


Chadlington Parish Council



MINUTES 20220613

JUNE 13, 2022

7.30 PM

CHADLINGTON MEMORIAL HALL

ATTENDEES	Andrew Carpenter, Ann Gate, Andrew Hutchings (Chairman), John Ingram, Hilary Moore, Victoria Steffens Six members of the public Anne Ogilvie - Clerk
ABSENT	Nil

202 Welcome from the Chairman

The Chairman welcomed everyone to the meeting.

203 To receive apologies for absence

None.

204 To approve and sign the minutes of the meeting on 09 May 2022

It was **resolved** to approve the minutes of the meeting on 09 May 2022. The minutes were signed by the Chairman.

205 To receive declarations of interest from Members regarding items on the agenda

None.

206 Public participation – to allow members of the public/press to comment on any item on the agenda, or bring any matter to the attention of the Council. In accordance with Standing Orders, this will not exceed 15 minutes in total and 3 minutes per person

A member of the public thanked the organisers of the Jubilee Celebration picnic and the Open Garden Scheme.

A member of the public raised concern regarding the overgrown path on Bull Hill.

A member of the public commented on the council's response to planning application 22/01083/HHD.

Members of the public commented on planning application 22/01147/FUL.

207 Planning and enforcement

22/01147/FUL - Proposed single dwelling (para 80e house), detached gatehouse, garage, office and pumphouse building, landscape enhancements, SuDs/ephemeral ponds, landscaped mounds and associated works – Land north of Green End, Chadlington – comment by 03 June (extension permitted for Council comment)

It was **resolved** to object to this application.

The Council was concerned that the application was contrary to West Oxfordshire Local Plan Policies and the Cotswolds AONB Management Plan 2018-2023. The Council believed that this development in the open landscape of the AONB would have a harmful impact on the environment and local area, have a detrimental effect on the wildlife and biodiversity of the area (noting as a concern the proposal to move an active badger sett), and did not meet the “*significantly enhance its immediate setting, and be sensitive to the defining characteristics of the local area*” section of para 80e of the NPPF.

208 Planning and enforcement

22/01290/S73 – Variation of condition 2 of planning permission 20/02477/RES to allow design changes to the dwellings – The Gables, West End, Chadlington – comment by 15 June 2022
The Council had no comment on this application.

209 Any planning applications or enforcement notices received before the date of the meeting

22/01442/CND – Discharge of conditions 6 (detail of bat roosting and nesting opportunities for birds) and 7 (details of external lighting) of planning permission 21/00842/HHD – Normans, 3 church Road, Chadlington – comment by 30 June 2022.

The Council **resolved** to delegate authority to the Clerk to comment on this application if comments from councillors are received by the Clerk by 17 June 2022.

210 Planning and enforcement

Update of previous planning applications and enforcement actions

21/01567/FUL – External alterations to existing building to provide a new rear access door and replace existing roller shutters and gates with new solid roller shutter doors. Alterations to timber

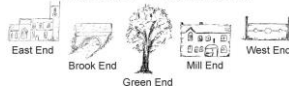
Signed

(Chairman)

Date

2022/24

Chadlington Parish Council



cladding to close gaps – Diddly Squat Farm Shop, Chipping Norton Road, Chadlington
Under consideration

22/00371/HHD – Single storey and two storey rear extensions – 2 Orchard Cottages, Chipping Norton Road, Chadlington

Approved – 19 May 2022

22/00565/FUL – Erection of single storey self contained living accommodation and associate works – Barley Hill Farm, Chipping Norton Road, Chadlington

Under consideration

22/01803/HHD – Alterations to enlarge existing dining room and create first floor bedroom above the dormer window. Provision of additional parking – The Paddock, College Farm, Chadlington

Under consideration

Various breaches of conditions attached to planning permissions – Diddly Squat Farm, Chipping Norton Road, Chadlington
Ongoing

211 To approve the Statement of Accounts to 31 March 2022

It was **resolved** to approve the Statement of Accounts to 31 March 2022.

The Statement of Accounts was signed by the Chairman.

212 To approve the bank reconciliation to 31 March 2022

It was **resolved** to approve the bank reconciliation to 31 March 2022.

213 To receive and comment on the internal audit report for the year ending 31 March 2022, and agree actions

The internal audit report for the year ending 31 March 2022 was received and noted.

The recommendations from the internal auditor were noted.

It was **resolved** that the Clerk would create a report and action plan following the internal auditor's recommendations for approval by Council at the next council meeting.

214 To complete and sign the Annual Governance Statement for the year ending 31 March 2022

The Annual Governance Statement for the year ending 31 March 2022 was completed by the Council.

It was **resolved** to make the following explanations regarding the “no” responses:

Statement 1 – The Council has set in place standard financial motions on the agenda for every full council meeting to facilitate the transparency of financial matters and the monitoring of the budget, and to ensure that the Council is adequately managing its financial affairs.

The Council has noted the requirement to log budget and precept setting decisions more transparently. The budget and precept setting will be discussed and approved at a full council meeting, with all decisions being clearly minuted.

The Council will ensure that it will follow the Transparency Code for publishing accounting records and information.

Statement 4 – The Council understands the requirement to approve the Annual Governance and Accountability Return (AGAR) by the 30 June, and has ensured that this has occurred this year.

The dates for AGAR actions will be included in the Clerk's and Councillors' year planners as a reminder for future years.

The Council is aware of the relevant dates of the Exercise of Public Rights and will ensure that the correct dates are selected, to include the first ten working days of July, and the thirty working day timespan. The dates will be selected by the Clerk, and checked by the Council before approval.

The dates selected will be minuted.

It was **resolved** to approve the Annual Governance Statement for the year ending 31 March 2022.

The Statement was signed by the Chairman and the Clerk.

215 To approve and sign the Accounting Statements for the year ending 31 March 2022

It was noted that the RFO had signed the Accounting Statements.

It was **resolved** to approve the Accounting Statements for the year ending 31 March 2022.

The Accounting Statements were signed by the Chairman.

216 To approve the Certificate of Exemption – AGAR 2021/22

It was **resolved** that the Council is exempt from the requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor.

It was **resolved** to approve the signing of the Certificate of Exemption – AGAR 2021-2022.

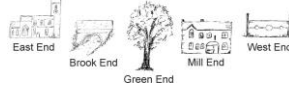
The Certificate of Exemption was signed by the Chairman and the Clerk.

Signed

(Chairman)

Date

Chadlington Parish Council



- 217 **To set the date for the commencement of the Exercise of Public Rights**
The Clerk advised that this period needs to be thirty working days and include the first ten working days in July. The Clerk proposed 17 June 2022 as the commencement date, with the end date being 28 July 2022. These dates were checked for compliance.
It was **resolved** to approve 17 June 2022 as the commencement date of the Exercise of Public Rights, with the end date being 28 July 2022.
- 218 **To consider purchasing new signage for the playground entrance**
It was **resolved** to delegate authority to the Clerk to purchase and install new signage regarding responsibilities, risks and rules for the playground entrance.
- 219 **To consider purchasing replacement toddler seats for the playground swings**
It was **resolved** to purchase two replacement toddler seats for the playground swings at a cost of £83 each. It was **resolved** to delegate authority to the Clerk to purchase any fixings required, and to manage the installation of the new seats.
- 220 **To approve the current payments**
It was **resolved** to approve the following payments:
- | | | | |
|-----------------------|-----------------------|----------|------------|
| Complete Weed Control | Herbicide application | £356.88 | chq 100309 |
| Jane Olds | Internal audit | £190.00 | chq 100310 |
| Anne Ogilvie | Expense reimbursement | £13.79 | chq 100311 |
| Anne Ogilvie | Salary advance May | Personal | chq 100312 |
- It was **resolved** to instruct the bank signatories to sign the approved payments.
- 221 **To receive items for information only**
- The Clerk informed the Council about the WODC discretionary council tax rebate fund launch. This has been posted to the website, and will be put on the noticeboard and offered to Café de la Post for their window.
 - The Clerk reminded councillors that the OALC AGM would be held on 04 July.
 - The Clerk advised the Council that the planter on Chipping Norton Road had been vandalised during the Jubilee Celebration weekend. The contractors have replaced the missing plants free of charge, but advised that any further replacements would be chargeable.
- 222 **To receive items for the next agenda, and note that items and papers for the next agenda must be received by the Clerk at least one week before the next meeting**
- Planter maintenance contract for 2022-2023 – for July meeting
 - Training– for July meeting
- It was noted that items and papers for the next agenda must be received by the Clerk at least one week before the next meeting.
- 223 **Next meeting – to note date, time and place of the next council meeting**
Full council meeting – Monday 11 July 2022, 7.30 pm, at Chadlington Memorial Hall
- 224 The meeting was closed at 8.48 pm.

Signed

(Chairman)

Date

2022/26