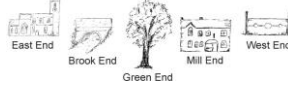


Chadlington Parish Council



MINUTES 20240909

SEPTEMBER 09, 2024

7.32 PM

CHADLINGTON MEMORIAL HALL

| | |
|------------------|---|
| ATTENDEES | Ann Gate, Sarah Henly, Andrew Hutchings (Chair), John Ingram, Prakash Kelshiker Four members of the public OCC Cllr Leffman Anne Ogilvie – Clerk |
| ABSENT | Imogen Duckworth |

266. Welcome from the Chair

The Chair welcomed everyone to the meeting.

267. To receive apologies for absence

Cllr Duckworth and WODC Cllr Ridpath

268. To approve and sign the minutes of the meeting on 12 August 2024

It was **resolved** to approve the minutes of the meeting on 12 August 2024. The minutes were signed by the Chair.

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

None.

270. 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 raised concern about the impact of vehicles on the footpath on Watery Lane.

A member of the public raised concern about the verges on Chipping Norton Road.

A member of the public raised concern about narrow pavements and overgrown hedges at Brook End.

271. To receive reports from the County and District Councillors

OCC Cllr Leffman reported:

- that OCC would like greater power as a lead flood authority and more funding;
- that the trial of the traffic filters in Oxford has been delayed;
- that the new Rail Minister will be visiting Oxford station to look at the works required;
- that greater investment is being requested in the North Cotswold rail line;
- that there is now an X9 Sunday bus service.

272. To receive and comment on the Clerk's report

The Clerk's report was received and noted.

It was **resolved** to request a white line and "keep clear" on Chapel Road opposite the Horseshoe Lane entrance from OCC to improve road and pedestrian safety.

Planning and Enforcement

273. 24/02021/HHD – Proposed single storey side and rear extensions – Shepherds Gaze, West End, Chadlington

It was **resolved** not to comment on this application.

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

None.

The NPPF consultation was noted. It was **resolved** not to comment on the NPPF consultation.

275. Update of previous planning applications and enforcement actions

24/00186/FUL – Extension and alterations to an existing stone barn to create a single dwelling together with associated works (part retrospective) – Land at Green End, Chadlington

Under consideration

24/01446/HHD – Erection of 2no single storey rear extensions, two-storey rear extensions and alterations – Kiln House, Old London Road, Chipping Norton

Awaiting decision

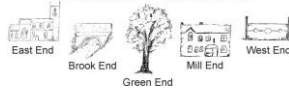
Signed

(Chair)

Date

2024/30

Chadlington Parish Council



24/01541/LBC – Internal and external alterations to replace windows and repairs to existing windows – Chadlington Manor House, East End, Chadlington

Approved – 09 August 2024

APP/D3125/W/24/3344303 -Proposed Single Dwelling (Para 80e house), detached gatehouse, garage, office and pumphouse building, landscape enhancements, SuDs/ephemeral ponds, landscaped mounds and associated works (amended plans) – Land North of Green End, Chadlington

Not yet decided

24/01883/S73 – Variation of condition 2 of permission 21/03699/HHD to allow amended carport layout and minor alterations to doors and windows – Sycamore Farm, Mill End. Chadlington Under consideration

24/01909/PDET28 – Erection of a bull pen – Curdle Hill Farmhouse, Chipping Norton Road, Chadlington

Prior approval not required – 09 August 2024

Playground

276. To receive regular playground inspection reports and agree actions

The regular playground inspection reports were received and noted.
It was noted that the springer footpost needs to be repaired.

277. To receive the annual independent playground inspection report and agree actions

The annual independent playground inspection report was received and noted.
It was **resolved** to obtain a quotation for the following works – internal inspection and maintenance of the rotaweb, repairs to the timber at the top of the slide, replacement of the rotten planks of the timber climber.

It was **resolved** that the Council will decompact the playbark, repair or remove the damaged footrest from the springer, and remove parts as necessary from the static vehicles.

278. To receive an update from the Playground Management Working Group and agree actions

A report was received from the Playground Management Working Group.

279. To consider quotations for phase two of the playground refurbishment project and agree actions

It was **resolved** to defer this motion to the next meeting, as only one quotation had been received.

Parish Maintenance

280. To consider employing a lengthsman to manage public areas of the village and agree actions

It was **resolved** to keep the proposal of employing a lengthsman under consideration for the future.

281. To consider winter salt and salt bins and agree actions

It was **resolved** not to order winter salt from OCC.

It was **resolved** to write an article about winter salt and salt bins for the November issue of the Parish Magazine.

Community

282. To receive an update regarding the playing field leases and agree actions

An update regarding the playing field leases was received.

283. To receive an update regarding the Housing Needs project and agree actions

An update regarding the Housing Needs project was received.

284. To consider signing up to the Oxfordshire Councils' Charter and agree actions

It was **resolved** to sign up to the Oxfordshire Councils' Charter.

Action Plan and Budget 2025-2026

285. To consider the Action Plan for 2025-2026 and agree actions

It was **resolved** to approve the Action Plan for 2025-2026.

286. To consider the draft budget for 2025-2026 and agree actions

The draft budget for 2025-2026 was considered. It was noted that the draft budget will be presented again at the November council meeting for consideration and approval.

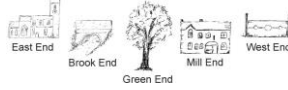
Signed

(Chair)

Date

2024/31

Chadlington Parish Council



Finance and Administration

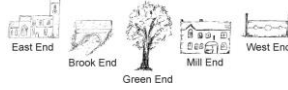
287. **To ratify expenditure since the last meeting**
Nil.
288. **To approve the current payments**
It was **resolved** to approve the following payments:
- | | | | |
|-------------------|--------------------------------|----------|------------|
| Pampered Paddocks | Playground grass cutting – Aug | £111.00 | chq 100518 |
| SLCC Enterprises | National Conference (part) | £46.50 | chq 100519 |
| Playsafety Ltd | Annual playground inspection | £132.00 | chq 100520 |
| Moore | External audit | £378.00 | chq 100521 |
| Anne Ogilvie | Clerk reimbursement | £13.10 | chq 100522 |
| Anne Ogilvie | Microsoft renewal | £59.99 | chq 100523 |
| OCC Pension | Pension – September 2024 | personal | chq 100524 |
| Anne Ogilvie | Salary – P6 | personal | chq 100525 |
| HMRC | PAYE/NI – P6 | personal | chq 100526 |
289. **To instruct the current bank signatories to sign the approved payments**
It was **resolved** to instruct the current bank signatories to sign the approved payments.
290. **To note monies received**
None.
291. **To receive an update of the current status of the bank account**
HSBC current account as of 31 August 2024 - £44,661.72.
292. **To approve the bank reconciliation**
It was **resolved** to approve the bank reconciliation to 31 July 2024.
293. **To approve the finance update**
The finance update to 31 July 2024 was reviewed.
As of 31 July 2024:
Receipts - £23,609.00
Payments - £7,844.06
Balance - £44,671.92
It was **resolved** to approve the finance update.
294. **To approve the budget update**
The budget update to 31 July 2024 was reviewed.
It was noted that 19% of the budget had been used.
It was **resolved** to approve the budget update.
295. **To approve the reserves update**
It was noted that as of 31 July 2024 no reserves had been used.
It was **resolved** to approve the reserves update.
296. **To consider Clerk and Councillor training and agree actions**
Clerk and councillor training options were considered and noted.
297. **To review and approve the risk assessment**
It was **resolved** to approve the risk assessment.
298. **To review and approve the Equal Opportunities Policy**
It was **resolved** to approve the Equal Opportunities Policy.
299. **To review and approve the Training and Development Policy**
It was **resolved** to approve the Training and Development Policy.
300. **To review and approve the Security Incident Response Policy**
It was **resolved** to approve the Security Incident Response Policy.
301. **To review and approve the Document Storage, Retention and Destruction Policy**
It was **resolved** to approve the Document Storage, Retention and Destruction Policy.
302. **To review and approve the Pension Discretionary Policy**
It was **resolved** to approve the Pension Discretionary Policy.

Signed

(Chair)

Date

Chadlington Parish Council



303. To consider OALC's subscription proposal and agree actions

It was **resolved** to approve OALC's subscription proposal.

304. To note the receipt of the External Auditor Report and Certificate for 2023-2024

It was noted that the External Auditor Report and Certificate for 2023-2024 had been received.

305. To note that the Notice of Conclusion of Annual Audit for 2023-2024 has been published

It was noted that the Notice of Conclusion of Annual Audit for 2023-2024 had been published.

306. To review and approve the Review of Effectiveness of Internal Auditor for the year 2023-2024

It was **resolved** to approve the Review of Effectiveness of Internal Auditor for the year 2023-2024.

307. To consider the quotations for an internal auditor for 2024-2025 and agree actions

It was **resolved** to appoint Theresa Goss as the internal auditor for 2024-2025, at a cost of £300.

Correspondence and Information

308. To receive items for information only

a. It was noted that there is now an X9 Sunday bus service.

Next Meeting

309. To receive motions for the next agenda, and note that motions and papers for the next agenda must be received by the Clerk at least one week before the next meeting

- Junior football parking situation
- Revised mowing proposal for The Stocks for 2025

It was noted that motions and papers for the next agenda must be received by the Clerk at least one week before the next meeting.

310. Next meeting – to note the date, time and place of the next council meeting

Planning Meeting – Monday 14 October 2024, 7.30 pm, Chadlington Memorial Hall (if required)

Full Council Meeting – Monday 11 November 2024, 7.30 pm, Chadlington Memorial Hall

311. The meeting was closed at 9.55 pm.

Signed

(Chair)

Date