

## Wardington Parish Council

Minutes of a meeting of the Parish Council held on **Tuesday 22<sup>nd</sup> June 2021 at 7:30pm** at **Wardington Village Hall**

**Present:** Cllr Malcolm Patterson (Chairman), Cllr George Martin (Vice-Chairman), Cllr Bob Jarrett, Cllr George Page.

**In Attendance:** Clerk, District Cllr Chapman.

**29. Apologies for absence** - Cllr Nigel Bankes, Cllr Julie Burnett.

**30. Members declarations of interest for items on the agenda** – None.

**31. To approve the minutes of the Parish Council (PC) meeting held on 25<sup>th</sup> May 2021** – The minutes were proposed, agreed and duly signed.

**32. Outstanding matters/actions from previous meetings**

32.1 COMF funding – Update re plans for event – Steve Mackenzie-Lawrie spoke at the recent Cherwell Parish Liaison Meeting about what Wardington Parish Council (PC) are planning on doing with the COMF grant with the aim of trying to get the community back together again after the lockdown. It is hoped that it will be possible for this event to run in September as a celebratory event.

32.2 Any other matters – None.

**33. Play equipment safety inspections** – It was noted that regular inspections of the play equipment are required by the parish insurers in addition to the annual professional inspection. It was agreed that the Clerk should complete the regular inspections and report back to the PC at each meeting. If any issues are noted in the inspections the PC should be informed immediately by e-mail and repairs organised with Brent Harris.

**34. Responsibility for Defibrillator outside the Memorial Hall** – The current Guardian of the Defibrillator has asked if the PC will take this on. It was agreed that the PC will take on legal ownership of the defibrillator including any costs for consumables and repairs but someone from the Village Hall should take on the role of Guardian which involves monthly checks of the equipment. **Cllr Malcolm Patterson/Clerk to contact the Village Hall Committee to ask for formal notification of transfer of ownership of the defibrillator to the PC. Clerk/RFO to organise addition of the defibrillator to the Asset Register and insurance policy once confirmation of transfer of ownership has been received.**

**35. Request from parishioner for additional kerbside posts** – The verge in the Upper Pool area opposite the Red Lion is getting cut up by vehicles. A parishioner has suggested that substantial wooden kerbside posts are installed. It was agreed that in principle the PC are supportive of the suggestion to install kerbside posts but would like more detail from the parishioner regarding post type and costs. **Cllr Malcolm Patterson to contact parishioner to request further information to bring back to next meeting for consideration.**

**36. Planning applications received**

**21/01595/F – 2 Council Houses, Thorpe Road, Wardington.** Formation of means of access and associated dropped kerb. **No objections.** (Response made using delegated powers).

**21/01695/LB – West Wing, Williamscott.** Removal of stud partition wall surrounding bedroom three/study, removal of stud partition wall blocking access to understairs storage area and removal of stud partitioning on the second floor. **No objections.** (Response made using delegated powers).

**21/01810/F – Study Cottage, Wardington.** Erection of two single storey lean-to extensions and a two storey glazed entrance hall. **No objections.** (Response made using delegated powers).

**21/01976/TCA – St Mary Magdalene Church, Street from Banbury Road to Mount Pleasant, Wardington.** T1 x Yew - Prune away from adjoining property to give 2.0m clearance. Sever and remove ivy to 1.2m (exempt). T2 x Lime - Fell due to bark exudates, possibly kreutzjmaria. **No objections.** (Response made using delegated powers).

### 37. Planning decisions received

**21/00984/F – 8 Council Houses, Thorpe Road, Wardington.** Demolition of existing conservatory and erection of single storey rear extension (depth 6m) and part 2 storey extension (re-submission of 20/03561/F). **Refused.**

**21/00901/F and 21/00902/LB – Home Farm House, Cropredy Lane, Williamscott.** Retrospective application to approve dormer window roof structures which were built in 1985. **Withdrawn.**

**21/01112/LB – The Bishops House, Street from Banbury Road to Mount Pleasant, Wardington.** Rebuild existing rear bay window with stone plinth to replace existing concrete plinth. **Approved.**

**20/03556/F Francis Tuthill Ltd, Tuthill Park, Banbury Road Through Wardington.**

Erection of new building and associated car park. **Approved.**

**21/00985/F – Up Corner Cottage, Wardington.** First floor rear bedroom extension. **Approved.**

**APP/C3105/C/20/3248386 – Land at OS Parcel 3349, Spruce Meadows, Cropredy Lane, Williamscott.** **Appeal dismissed.**

**38. Responsible Financial Officer’s Report** – Cllr Bob Jarrett is reviewing the model Financial Regulations and will present an amended document for approval at the next meeting.

### 39. Finance

39.1 To approve payments made since the last meeting: Proposed and agreed.

Wardington Memorial Hall – Hire of Hall	£19.29
Malcolm Patterson – Expenses (Zoom Subscription)	£105.25
Framptons – invoice payment error	£20.00

39.2 To approve payment of the following invoices: Proposed and agreed.

N Prickett – Grass cutting (2 cuts)	£741.60
B R Harris – Notice Board maintenance	£35.50
K Buttle - Clerk’s Salary (June 21)	£207.76
HMRC – PAYE	£51.80

The RFO also requested approval to pay the following invoices: Proposed and agreed.

Wardington Memorial Hall - Hire of hall Jul 27th Meeting	£19.29
Julie Burnett - Re-imbursement of agreed expenses	£26.73

39.3 To note the following receipts: Noted.

OCC - Grass Cutting grant	£867.56
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39.4 Playground 200 club draw

1<sup>st</sup> Prize                    54. B Richards                    £20.00

2<sup>nd</sup> Prize                    71. R. Stell                    £10.00

**40. To adopt the following policies/documents:** Proposed and agreed.

40.1 Disciplinary Policy

40.2 Grievance Policy

40.3 Complaints Procedure

40.4 Scheme of Delegation

40.5 Code of Conduct

40.6 Financial Control and Internal Audit Procedure

**41. Information exchange** – A Cllr noted that there was a power cut last week and the first VAS on the A361 coming from the Banbury direction is not working. **Cllr Bob Jarrett to contact the VAS supplier to see if it can be fixed.** Cllr George Page is looking into getting quotes for hedge laying around the Burial Ground.

**Date of next meeting – 27<sup>th</sup> July 2021**

**Meeting closed @ 8:27pm**

**Signed..... Date.....**