**GARSINGTON PARIS****H COUNCIL – draft minutes**

The Monthly Meeting of the Parish Council was held in the burial ground of St Mary’s Church Garsington on Monday 7th June 2021 at 7.30pm. The Chair was Cllr Chris Wright, present were Cllrs Paul Bolam, Ian Ashley, Anne Eastwood, Judy Westgate, Richard Betteridge, County Cllr Robin Bennett, District Cllr Elizabeth Gillespie with L Stevenson in attendance.

3 members of the public were present, representations had been asked for by letter or email

The Chair Cllr Chris Wright welcomed everyone to the burial ground on the historic occasion of this outdoor meeting as no other village venues approached were able to accept the Parish Council holding a public meeting under current Covid guidelines.

6/21/1 Apologies for Absence

Cllrs Mike Patrick and Matthew Dovey

6/21/2 Declarations of Interest

Cllr Chris Wright declared an interest in planning application for 29 Pettiwell as a near neighbour

6/21/3 Public Participation

A resident volunteered to be part of a proposed environmental plan, Cllr Chris Wright thanked the resident.

A resident noted that SODC had been informed of the current situation at Kiln Lane and no site visits had been performed. Cllr Chris Wright asked for a summary of the current situation from the residents group. Cllr Chris Wright offered to contact the Parish Council’s solicitor to ask if this can form part of the appeal submission in September.

6/21/4 To reconfirm by resolution all decisions made at the Annual Meeting and the Parish Council meeting held on Monday 10th May 2021

This was confirmed and agreed by the Parish Council.

6/21/5 Minutes of the Monthly Meeting held on 10th May 2021

These were agreed and signed

6/21/6 Matters Arising from the Minutes not covered elsewhere on the Agenda

Cllr Paul Bolam reported that he and Cllr Ian Ashley had met with The Chair of the Sports & Social Club regarding the vehicle use of the top gate when 2 events were happening. See 6/21/12 below.

Regarding ‘No Dogs’ signs at the Sports & Social Club, Cllr Paul Bolam reported that now the catch on the gate to the play area was mended, dogs could be kept out of this area. It was agreed that access to dogs to the rest of the sports ground was a matter for the Sports & Social Club.

6/21/7 County Councillor’s Report - circulated

Cllr Chris Wright welcomed the newly elected County Cllr Robin Bennett to their first Garsington Parish Council meeting.

County Cllr Robin Bennett outlined the priorities of the new administration and acknowledged the on-going issues for Garsington Parish Council which he would pursue.

Cllr Chris Wright asked for a review of verge cutting in parishes as some areas within Garsington had been cut back severely with little gain.

6/21/8 District Councillor’s Report

District Cllr Elizabeth Gillespie stated that they were still waiting to hear from the Planning Officer regarding the Three Horseshoes applications and will inform the Parish Council as soon as the information is received. The District Councillor was keen to focus in planning on building quality housing to create communities, the creation of community woodland and also to protect the district from coalescence.

6/21/9 Finance.

6/21/9.1 – Annual Return for the Year ended 31st March 2021 section 1 was approved and signed. An explanation of the negative responses to assertion 3 and 4 as described by the Internal Auditor were also signed.

6/21/9.2 – Annual Return for the Year ended 31st March 2021 section 2 was approved and signed.

6/21/9.3 – Annual Return for Year ended 31st March 2021 summary of variences was approved and signed.

6/21/9.4 – Annual Return for the Year ended 31st March 2021 bank reconciliation as at 31st March 2021 was approved and signed.

6/21/9.5 – Garsington Parish Council Draft Final Accounts for the Year ended 31st March 2021 were approved and signed.

6/21/9.6 – Garsington Parish Council Cash Book Account for the Year ended 31st March 2021 were approved and signed. Garsington Parish Council does not operate a Petty Cash Account.

6/21/9.7 – Garsington Parish Council Community Assets 2021 were approved and signed.

The Clerk presented the report from the Internal Auditor. Garsington Parish Council discussed the observations made and guidance offered by the Internal Auditor. The Parish Council agreed to sign the minutes in accordance with the requirements of the Local Govt Finance Act 1972 going forwards, the Parish Council agreed to revise and update their financial regulations, the Parish Council agreed to approve invoices with a ‘wet’ signature now that face to face meetings are resumed, the Parish Council agreed to formally minute their consideration of the External Auditor’s report and the Parish Council is currently reviewing the arrangements for the burial ground and in time will become the Burial Authority. On that point Cllr Chris Wright noted that he was waiting for a response from the Vicar regarding the transfer of authority for the burial ground so this may not happen before July 1st.

The Parish Council noted that there had already been consideration of the level of reserves and this was already included in the budgeting process.

The two instances resulting in negative responses cited by the Internal Auditor will be corrected to ensure compliance.

Cllr Chris Wright thanked the Clerk for their work in preparing the financial records for examination by the Internal Auditor.

The Clerk had circulated a budget monitoring report for the current budget with a forecast.

Balances and invoices for payment

Barclays Current Account at end of May - £91,425.16

To note DD to Grundon of £52.00

To note DD to SSE of £28.92

Receipts

£160.00 – Newsletter advertising

The following invoices were approved for payment online

£992.40 – BGG for grass and verge cutting in May

£475.00 – Parchment Prints (Artisan Litho Ltd) for newsletter printing June/July

£403.50 – Deacons Nursery for community orchard trees (CIL)

£551.63 – Clerk’s salary May

All payments signed and agreed

Cllr Judy Westgate will set up the payments and authorise and Cllr Paul Bolam will authorise them as well.

Clerk reported that the Parish Council Zoom account had been cancelled

Clerk had received an email from Bioabundance to state that a joining fee was no longer to be collected. The Parish Council agreed not to ask for this amount (£25.00) to be refunded

6/21/10 – Planning

P21/S1889/HH – Stable View 29 Pettiwell – proposed stables.

Cllr Chris Wright did not comment on this application.

Garsington Parish Council had no objections to this application but will request the removal of permitted development rights.

P21/S2253/HH – 1 Johnson Close – erection of a single storey building at rear of garden with bi-fold door to front and 1side access door.

Garsington Parish Council had no objections to this application

6/21/11 Correspondence to Chairman and Clerk

The Clerk had received an email from Anthony Padgett giving information about the fixings required for the 3 pieces of the Peace Sculpture. District Cllr Elizabeth Gillespie confirmed that planning permission was need for the sculpture. It was agreed to apply for planning application, the Clerk agreed to apply.

The Clerk had received further information from the primary school about the MUGA. The Parish Council asked the Clerk to write again to the primary school to ask details of their funding strategy for this project, to outline the concerns of the Parish Council regarding individual insurance cover for community groups wishing to use the facility and to ask if any discussions had been held with the Sports & Social Club for a combined facility. The Clerk to was also asked to invite a school representative to come along to the next Parish Council meeting to speak on this.

The Clerk had received a call for evidence from OALC regarding transport connectivity which had previously been circulated. The Parish Council agreed not to participate.

The Clerk had received an email from a resident regarding damage to property following dressing of the road surface outside Guydens Farm. Clerk had advised the resident to list the problem on Fix My Street and to contact Biffa to request that the street was cleaned of the chippings.

Cllr Richard Betteridge stated that the County Council should ensure that the contractor takes account of the road situation and proximity of buildings before surface dressing.

Cllr Ian Ashley stated that the resident had also asked for a review of the speed limit along that stretch of the road. The Parish Council agreed to formally request the new County Cllr Robin Bennett pursue the matter of a reduction in the speed limit to 30MPH before Guydens farm coming into Garsington from Oxford. Cllr Anne Eastwood stated that the ‘Garsington’ sign had been removed from outside Guydens farm several years ago and not been reinstated despite many times of asking. County Cllr Robin Bennett took details of the issue.

The Clerk had received an email from a resident regarding an overgrown footpath from Garsington to Horspath. Cllr Richard Betteridge reported that the Footpath Officer had been notified.

The Clerk had received an email from 2 residents interested in becoming part of the development of a parish environmental plan. Cllr Chris Wright stated that this aspect could be explored to pull ideas together in parallel with the Neighbourhood Plan. Cllr Paul Bolam also expressed an interest in joining the group.

6/21/12 Playground Sports & Social Club

Following a meeting with the Chair of the Sports & Social Club and Cllr Paul Bolam and Ian Ashley about marshalling parking at the top of the field when there are 2 events at the Sports & Social Club, it was agreed that if the top gate was open for vehicles, there must always be a Marshall on duty to control the flow of traffic. The Chair of the Sports & Social Club agreed that if the appointed Marshall left to go to play football, the gate would be closed. The Parish Council will monitor this situation.

Cllr Paul Bolam reported that the grass had not been cut and this had been mentioned to the Chair of the Sports & Social Club. Again, Cllr Paul Bolam had discovered broken glass in the dug outs and asked all to look out for this if in the area.

Cllr Chris Wright asked all to look at the Sports & Social Club lease to consider the date of renewal (August 2022).

6/21/13 Village Maintenance

The Clerk reported that at a resident had found access to Parsler’s Piece difficult in an electric chair. The Parish Council agreed that improved disabled access should be provided from Combewell. Cllr Richard Betteridge offered to look at available gates and will bring a proposal to the next Parish Council meeting.

6/21/14 Village Bus Service

Noting to report

6/21/15 Burial Ground

Cllr Chris Wright reported that following the placing of an advert in the Newsletter for a Burial Ground Manager, one candidate had applied. It was agreed to offer the post to the applicant and Cllr Chris Wright will send a contract and appointment letter.

Cllr Paul Bolam reported that the burial ground guidelines and funeral directors regulations would be updated and ready for the Burial Ground Manager. It was also noted that the funeral directors regulations will ensure there is not a repeat of the parking problem that had occurred outside resident’s properties and in Southend at a recent funeral. Cllr Richard Betteridge stated that the Vicar is aware that the car park at the Three Horseshoes is available to use.

6/21/16 Northfield Update/SODC Local Plan/2050 Local Plan for Oxfordshire/NDP

Cllr Chris Wright reported that the site assessments consultants had responded questioning the inclusion of one site. Following further discussions this site had now been reconsidered for inclusion.

6/21/17 Future Parish Council Meetings – venue

The Parish Council hope to meet in the Village Hall for the next meeting depending on the relaxing of current restrictions.

6/21/18 Any Other Business

Cllr Paul Bolam stated the newsletter printing was of good quality

Cllr Anne Eastwood asked about the new speed camera that had been ordered. Clerk will contact Cllr Matthew Dovey to ask if any assistance needed with the speed camera project.

The next Parish Council meeting to be held on Monday 5th July at 7.30pm. Venue to be announced

Meeting closed at 9.00pm