MOULSFORD PARISH COUNCIL DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 11th DECEMBER 2019, AT 8:00pm IN THE PAVILION, MOULSFORD

Cllr Bryan (Vice Chair) Cllr Twibell PRESENT: Cllr Baker (Chair) Cllr Elvy

Cllr Sachsè Cllr Gray (OCC)

Mr G. Twibell (Parish Clerk)

1.	Apologies For Absence	
	None.	
2.	Declarations Of Interest	
	None	
3.	Minutes Of The Previous Meeting Cllr Sachse proposed that the minutes of the parish council meeting on 13th	
	November be signed by the chair as a true record. Seconded by Cllr Baker.	
4.	Reports From District and County Council Cllr Gray raised the issue of Ferry Lane resurfacing and had earlier urged the	
	council to apply to the Councillor Priority Fund to secure his promised £2,000	
	contribution towards the project. Cllr Baker has the application form and will complete and submit. Cllr Gray's standing as a parliamentary candidate the	
	following day and the question of a dual mandate if he is successful, may	
	complicate this.As a part of the above dialogue, Cllr Sachse queried the ongoing state of	Cllr Baker
	Underhill, in particular damage caused by heavy vehicles entering and leaving the	
	allotment site. This is likely to be exacerbated during expected sewage plant works. Cllr Elvy as an Underhill resident is best placed to monitor and record any	
	further damage and undertook to photograph current damage and any further that may be caused.	Cllr Elvy
	 Mention was also made of the proposed green-field residential development by 	Olli Elvy
	Friends of the Elderly (FotE). It was agreed that were a formal planning application to be received in the time leading up to the January meeting,	
	representatives of FotE would be invited to attend to present their case.	Cllr Baker
	 The poor condition of the footway from the prep. school north to the filling station continues to be of concern, especially in light of the now formalised parking 	
	arrangements for Cranford School at the very north of the farm shop and sports	Clir Eboy
	field site. As school liaison, Cllr Elvy agreed to follow this issue more closely.	Cllr Elvy
5.	<u>Planning Applications and Enforcement</u> P18/S3748/FUL Land east of A329 and north of Cranford Lodge, Moulsford.	
	New farm shop, cafe and sports field.	
	MPC: No strong views. SODC: Approved.	
	P19/S3365/FUL Greenlands Farm, Cow Lane, Moulsford, OX10 9JT	
	Variation of condition 3 (approved plans) of application P19/S0039/O Cessation of scaffold _(sic) use. Erection of new industrial building (B1c, B2 or B8).	
	MPC: No strong views. SODC: Considering.	
	P19/S4368/FUL Beetle & Wedge Boathouse, Ferry Lane, Moulsford, OX10 9JF	
	Proposed corridor extension and cellar extension. MPC: Considering. SODC: Considering.	
	All views to Cllr Baker by 3 rd January for her to arrive at a consensus response.	All Clirs
6.	Matters from the Floor	
	• None.	
7.	Actions From Previous Minutes Completed:	
	Cllr Baker had summarised in Moulsford News hers and Cllr Bryan's education	
	meeting at Oxfordshire County Council. Cllr Elvy suggested using that same information be used to prepare a short guide to how best to use the schools	
	application process in a way that secured first choice schools in a larger number	
	of cases. Cllr Baker agreed to make a synopsis of the key points for publication in both Moulsford News and the village Facebook group.	Cllr Baker
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	 Cllr Bryan had attended a local meeting of the North Wessex Landscape Trust of which the council is now a member. He said much much experience and knowledge was available e on matters including tree planting, grants and support available, and on related organisations including the Earth Trust. He had also gained insight into the value and costs of neighbourhood plans to small villages, something which Cllr Baker is still pursuing. Cllr Bryan agreed to circulate to all members the presentations from the event. Tree maintenance, additional protective posts and redistribution of gravel in the car park was now completed. Continuing: Cllr Simpson agreed to explore neighbourhood plan options further. Cllr Baker discussing with a tree specialist a replacement for the millennium oak, potentially as a VE day commemoration. A playground working group has been reconstituted; more members still sought. Enquiries by the clerk as to ownership of land at the southern corner of Glebe Close/A329 had come to nothing. It was suggested that a village resident may have information. Cllr Baker agreed to follow up informally. 	Cllr Bryan Cllr Baker Cllr Baker
8.	 Pavilion Management Committee (PMC) Update No new meeting as yet. 	
9.	 Moulsford Events Committee (MEC) Update A raffle at the recent gala night had raised more than £200 towards the playground regeneration fund. A further raffle will be held at the Christmas social later this month. 	Cllr Sachse
10.	 Playground Maintenance/Upkeep Cllr Baker and variously Mrs Dixon and Mrs Humphries had met on site with two playground suppliers and with a landscape architecture consultancy which had helped the village of South Stoke with its playground. Various shortcomings of the present site of the Moulsford playground were discussed along with suggestions on how this and the wider environment might be improved. Both professional contractors were of the view that failure of Moulsford's timber equipment in just five years was exceptional and wholly unacceptable. They attributed this early failure to the poor-quality softwood used. The small amount of strimmer damage evident they said, was not the cause. The clerk to look what legal support may be available under the council's insurance and memberships, with a view to pursuing an unfit for purpose action against the original vendor. The landscape architecture firm made various suggestions on how the space may be better used, and the type of equipment and its siting. It was agreed to use initial funds to engage this firm. Cllr Baker to pursue district council support. 	All note Clerk Cllr Baker
11.	 Reports/Correspondence/Other Matters. From Cllr Bryan Queried the status of informal footpaths and their potential addition to the definitive map as he understood the cut-off deadline for such additions was not far away. Will contact Mr Hayward who was understood to be looking into the issue. Mentioned growing interest in making Moulsford a plastic-free village, an initiative already being pursued by a group of school pupils. From the Clerk Given the paucity of business expected over the Christmas and new year periods, the clerk proposed that unless any important matters came to light in the period up to the 8th January meeting date, the council make its next meeting that on 12th February. All agreed. From Cllr Elvy Asked if anyone had yet been chosen to write the council's report for the January issue of Moulsford News, and learning that no selection had yet been made, volunteered for the task. 	Cllr Bryan Cllr Elvy
	From Cllr Twibell • Suggested the council might consider a meeting start time earlier than 8:00pm. After discussion it was agreed that in future, meetings should begin at 7:30pm.	All Note
12.	 RFO's Report/Budget The numeric and narrative financial reports for November were presented and are attached herewith. Receipts during October were £0.32 in bank interest, £95.00 in Moulsford News 	

	advertising and a playground project contribution of £150 from Cranford House School, a total of £243.32. There was one payment during November of £265.00											
	for grounds maintenance.											
	The clerk had issued a revised draft 2020/21 budget for review. Cllr Bryan queried											
	whether in the light of a current surplus and one, potentially two expected items of											
	expenditure not materialising in the current year, whether a suggested modest											
	increase in the precept to track inflation, was warranted. Clerk to re-issue two											
	copies of the draft 2020/21 budget, one with and one without the proposed											
	increase. Meither dris temper both options and send the ir4 lews to the clerk, the											
	intentio P bask (ந்தி செரும்) in a lised budget during Ja ரி செரி This will then inform											
	the settlingstwifting 20/20/21 precept. £599.84	Clerk										
	Total: £580.64											
13.	Other Business											
	• None. SODC Precept £7,000.00											
	\$\textit{Dec NProctsfptd News Advertising £7,046.00}											
14.	Date Of Mexical Meant in Medical Andrews tising £45.00											
	• Next megiging/otblied เพื่อเปลี่ยว เลือง เลือ											
	2020, Moulsford Pavilion. £7,900.00											
	The meeting closed at 9:53pm. £3.927.23											
	1											
	Depresit Account: £8,923.23											
	Signed: Perjects Account: ££545.43 Dated: Dated:											
	realization the country of the count											
	Petal: Cash: £13, 539.79											
	Total: £13,533.79											



			T Olecto	Rec Ground	Pavilion	:							EXPENDITURE Parish Council						ransii counci	Barish Couns	INCOME	
Total Expenditure	sub total of projects	Small Projects Outside Budget agreed by PC	Ann Packer Picture Car Park Refurbishment/ Driveway lighting New Website	Dog Bins Grounds Maintenance (Hegdel/Insp.\Wildflower/Moles) Playground Maintenance	Roof Repair	PWLB Mortgage Stationery Subscriptions & Licences Training	Payroll Services	Highways Maintenance Parish Council Insurance	Email/Website Subscriptions	Contributions Election Services	Churchyard Maintenance Clerks PAYE	Allotment lease/maintenance/water Audit Fee	<u> </u>	Total Income	Precept VAT Refunds	OCC Contribution To Grass verge cutting Pavilion Lease	Moulsford News Advertising	Events Committee Fundraising	Allotment Rent Bank Interest Received		Detail	
10,604.16	0.00		200.00	130.80 1,200.00 100.00		3,908.82	64.00	1,369.11		0.00	200.00 1,659.84	100.00 0.00		17,247.80	13,750.00 224.26	384.04	750.00	1,500.00	130.00 9.50	0 00		Actual 2018/19
38,808.66			200.00 26,700.00 0.00	165.76 1,200.00 100.00	650.00	3,908.82 200.00 300.00 250.00		_			2	100.00		2	14,0 54	384.04			2.00			Estimate 2019/20
2,125.60						1,954.41						30.00		7,172.64	7,000		172.50		0.14	Apr		
27,522.72			26,688.62	93.50		205.60	05.00	450.00							5,473.36				0.17	May		
2,010.32				80.75			37 00	1,353.28			539.20			429.12		384.04	45.00		0.08	Jun		
0.00														91.07		1.00	90.00		0.07	Jul		2019
41.44				41.44										0.07					0.07	Aug		9
1,105.20				506.50 59.50							539.20			7,000.11	7,000.00				0.11	Sep		
2,787.41				600.00 78.00		1,954.41				125.00		30.00		241.83			241.50		0.33	Oct		
306.44				41.44 265.00										95.32			95.00		0.32	Nov	_	
539.20											539.20			150.25			0.00	150 00 00	0.25	Dec		
0.00														0.00						Jan		
41.44				41.44										0.00						Feb	-	2020
539.20 36,238.37			N								539.20			0.00 20	. 1.					Mar		ک د
6,238.37	0.00 0.00	0.00	0.00 26688.62 0.00	124.32 1545.75 137.50		3908.82	0.00	1353.28		0.00	0.00	60.00 0.00		20,653.94	14,000.00 5,473.36	384.04 1.00	644.00	0.00	0.00	000	9	₽ 5
-1420.29	0.00		-200.00 -11.38 0.00	-41.44 345.75 37.50	-650.00	-200.00	-64.00 87.53	0.00	-60.00	- 100 29	-200.00 0.00	-40.00 -100.00		43.54	0.00 0.00	0.00	-106.00	0.00	-0.46	0 00	200	Variance Estimate/

	Bank Interest Received Events Committee Fundraising	9.50 1,500.00		0.14	0.17	0.08	0.07	0.07	0.11	0.33	0.32	0.25				1.54 0.00	-0.46 0.00
	Fundraising For Playground Replacement Moulsford News Advertising	0.00 750.00	0.00	172.50		45.00	90.00			241.50	95.00	150.00				150.00 644.00	150.00 -106.00
	OCC Contribution To Grass verge cutting	384.04	384.04	172.50		384.04				241.50	95.00					384.04	0.00
	Pavilion Lease Precept	1.00	14,000.00	7,000			1.00		7,000.00	1						1.00	0.00
	VAT Refunds Total Income	224.26 17,247.80	5473.36 20,610.40	7,172.64	5,473.36 5,473.53	429.12	91.07	0.07	7,000.11	241.83	95.32	150.25	0.00	0.00	0.00	5,473.36 20,653.94	0.00 43.54
EXPENDITURE																	
Parish Council	Allotment lease/maintenance/water	100.00	100.00	30.00						30.00						60.00	-40.00
	Audit Fee Churchyard Maintenance	0.00 200.00														0.00 0.00	-100.00 -200.00
	Clerks PAYE Contributions	1,659.84	2,156.80 150.00			539.20			539.20	125.00		539.20	1		539.20	2156.80	0.00
	Election Services Email/Website Subscriptions	0.00	100.00							120.00						0.00	-100.00 -60.00
-		384.04	60.00 450.00		450.00												
F	Highways Maintenance Herich of Report - December Memberships	r 2,001,104	9 1,353.28 250.00	115.81	85.00	1,353.28										1353.28 200.81	0.00 -49.19
	Payroll Services Petty Cash	64.00 130.00		25.38		37.09										0.00 62.47	-64.00 -87.53
	PWLB Mortgage Stationery	3,908.82		1,954.41						1,954.41						3908.82	0.00
	Subscriptions & Licences		300.00		205.60			_					l				-200.00
<u>Pavilion</u>	Traini Payments and recei	pts to	r theor	period	I to 3	Oth N	ovem	iber,	toget	her w	ith up	date	d ban	ik bal	ance	\$	
	are shown below. N	ote th	e ä́d̈́d̈́	ition d	of an	extra	row 1	or cla	aritv.	show	ina ca	ash a	t ban	k rep	brted	at	-650.00 0.00
Rec Ground		130.80 1,200.00			93.50	80.75		41.44	506.50		41.44 265.00			41.44		124.32 1545.75	-41.44 345.75
Proiects.	Grounts Playground Maintenance	100.00							59.50							137.50	37.50
<u>Frojects</u>	Ann Packer Picture	200.00			26.688.62					_					Ļ	0.00 26688.62	-200.00 -11.38
	Car Park Feit Pickmest Actions i Durin New Website	g Now	2019.00		20,000.02			Receip	ots	Pay	ment	5				0.00	0.00
	Small Pro ec Bankke Interested by PC							£0.	32							0.00	
	Moulsford News Ad	vertis <u>i</u> ្ណ	9					£95.	00							0.00 0.00	0.00
	Cranford School (Pla	10,004.10 aygroui	138,808.00 101)	2,125.00	27,522.72	2,010.32	0.00	£150.	1,105.20 .UU	2,787.41	300.44	539.20	0.00	41.44	539.20	36,238.37	-1420.29
	Grounds Maintenan	ce .								f	265.0	0					
	Crounds Maintenan							2212.22									
					- 1	otal		£243.	.32	ž	265.0	U					
				Current			Projec	cts	Deposit		it	Total					
	Cash At Bank				£2,061.32		£	2,516.	.20	£6,516.5		1	£11,094.03				
															_		
	Cash At Bank (Prev	ious Me	eeting)		£2,14	4.32	£	2,516.	.20	£6	,515.9	4	£11,1	76.46			

- 2. The income for the remainder of the financial year will be some £160 from Moulsford News advertising.
- 3. A separate line item under income has been created for playground fundraising, currently showing only the Cranford School contribution. It is suggested that this money be transferred to the interest-earning deposit account.
- 4. At some time, probably after the next precept payment, we should move some funds from the deposit account to the projects account under a specific playground project. It will raise a red flag with the auditors if we are seen to be building up a reserve with no definite purpose in mind.
- 5. Anticipated outgoings for the remainder of the current financial year are two further clerk/RFO salary payments of £539.20, one further discretionary contribution to charity of £25, some £650 for pavilion roof repairs (not yet invoiced) and a further two payments of £41 for dog/litter bin emptying, a total of £1,860.40. A cheque issued in May for £475 against the projects account has not been presented, and has now expired.
- 6. The council has ample funds to meet its current commitments and a balance of £6,516.51 in its deposit account.
- 7. The council remains on course to finish the year with a surplus of some £9,000.
- 8. A bank reconciliation completed this week shows the amounts in the council's accounting system align exactly with the balances of the three bank accounts.
- 9. An updated budget for 2020/21 has been presented for discussion. This will need to be signed off, at the latest during January 2020 to inform the setting of a precept in February.