

**MOULSFORD PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING HELD ON THURSDAY**  
**16<sup>th</sup> June 2022, AT 7:30pm IN THE PAVILION, MOULSFORD**

PRESENT: Cllr Elvy (Chair)      Cllr Eagle      Cllr Partridge  
                  Cllr Powell      Cllr Baker      One member of the Public

1.	<b><u>Apologies For Absence</u></b> Mr G Twibell (clerk).	
2.	<b><u>Declarations of Interest.</u></b> None.	
3.	<b><u>Minutes of the Previous Meeting</u></b> Cllr Powell proposed that the minutes of the meeting held on 19 <sup>th</sup> May 2022, be signed by the Chair as a true record. Seconded by Cllr Baker	
4.	<b><u>Reports from County and District Councils</u></b> None.	
5.	<b><u>River Thames Public Access</u></b> <ul style="list-style-type: none"> <li>• Now an on-going legal process. More details from OCC when that is complete.</li> <li>• Council's solicitor advised clarifying the recent response from OCC to a suggested of end of June deadline. OCC response is simply to wait, but there is nothing to suggest they will not pursue.</li> <li>• Check with our solicitor if council is clear to write in confidence to its MP as current situation prevents progress on parking issues.</li> </ul>	Clerk  Clerk
6.	<b><u>Traffic and Parking</u></b> <ul style="list-style-type: none"> <li>• Problems concentrated in Ferry Lane, mostly around the lower T-junction. An update on the half circle of land in Ferry Lane, opposite the entrance to Thameside is sought, as the owner of B&amp;W Boathouse was looking to purchase.</li> <li>• The new email address <a href="mailto:trafficandparking@moulsford-pc.org.uk">trafficandparking@moulsford-pc.org.uk</a> now operational, some issues have been noted.</li> <li>• Second mailer to Ferry Lane residents postponed as may contravene sub-judice rules. See 5.3 above re potential letter to MP.</li> <li>• OCC to be asked to provide further advice as the current single white line is not providing the deterrent hoped for.</li> </ul>	Cllr Partridge     Cllr Elvy
7.	<b><u>Planning Applications and Enforcement Cases</u></b> <b>P22/S2001/HH Downlands, 13 Glebe Close, Moulsoford, OX10 9JA</b> Proposed ground floor side extension. Proposed detached double garage with studio over. Proposed replacement boundary wall and gates. Cllrs were urged to visit Glebe Close prior to arriving at a view as the application breaks the building line (previous similar Glebe Close response refers). MPC: Considering SODC: Considering.	
8.	<b><u>Matters From The Floor</u></b> <ul style="list-style-type: none"> <li>• A member of the public raised concerns over the condition of the roadside at the southern end of the village. Cllr Elvy to verify with the clerk the date of the SODC big clean initiative.</li> <li>• A planning concern was raised over the proliferation of landscaping structures adjacent to a tennis court recently built at The Old Laundry (P19/1887/FUL). Cllrs to view development with a view to enforcement. Details of application to be advised to councillors.</li> </ul>	Cllr Elvy   All Cllr Elvy
9.	<b><u>Actions From Previous Minutes</u></b> Completed: <ul style="list-style-type: none"> <li>• Response from SODC over Cranford House traffic plan. Nothing to be done as more buses which are parking off site, and staggered drop offs and pick-ups are relieving the traffic problem. However, the challenge from MPC was well made.</li> </ul>	

	<p>Continuing:</p> <ul style="list-style-type: none"> <li>• Cllr Baker arranging a further liaison meeting with Cranford School. Traffic and parking issues to be raised.</li> <li>• Clerk is progressing quotes for pavilion roofing repairs.</li> <li>• Clerk is progressing quotes for pavilion re-staining.</li> <li>• Cllr Baker pursuing cricket equipment disposal.</li> <li>• Cllr Eagle chasing a liaison meeting with Moultsford School. Also, ask the school if able to support the council's new Web site initiative.</li> </ul>	<p>Cllr Baker Clerk Clerk Cllr Baker  Cllr Eagle</p>
10.	<p><b><u>Pavilion Management Committee (PMC) Update.</u></b></p> <p>No further updates since the last meeting.</p>	
11.	<p><b><u>Moultsford Events Committee (MEC) Update</u></b></p> <ul style="list-style-type: none"> <li>• A new bank account has been set up, card payments are being accepted which has proved very popular and nearly all payments are now cashless.</li> <li>• Reviewed the MEC constitution, but further meetings and discussions needed.</li> </ul>	<p>Cllrs Powell &amp; Elvy</p>
12.	<p><b><u>Playground/Recreation Ground Project</u></b></p> <ul style="list-style-type: none"> <li>• Tidying of remaining wood chippings and dead hedge material is to follow, together with more watering.</li> <li>• Dispersal of the redundant cricket equipment and the dilapidated shed is progressing.</li> <li>• Make further contact with the landscape architect.</li> </ul>	<p>Cllr Baker Cllrs Baker &amp; Partridge Cllr Baker</p>
13.	<p><b><u>Reports/Correspondence/Other Matters.</u></b></p> <ul style="list-style-type: none"> <li>• This year's Annual Parish Meeting (APM) included a large display screen and more village organisations giving 12 different presentations, and had resulted in very positive feedback from the community.</li> <li>• Consider having the 2023 APM at the end of April.</li> <li>• Report of the APM for Moultsford News.</li> <li>• Agreed to write the council update for July Moultsford News.</li> <li>• Additional jubilee mugs request for people unable to make our celebrations. Agreed to fund these for children in the village: others to pay.</li> <li>• Village tapestry, contact Janet Knowles to find out how we can help to progress.</li> <li>• A Portrait of the Queen for the pavilion has been proposed for the platinum jubilee year. Prices are £78 (10" x 8") or £95 (12" x 10") for palace sanctioned official photos, framed. More details of size required and availability of a photo-only for framing locally.</li> <li>• Neighbourhood Planning Statement (NPS - previously Local Placemaking Plan). The scope has changed to one of a more flexible instrument and a statement, rather than a plan. Follow-up meetings and workshops to develop details of aims/priorities and develop capacity will be held. More committee members are required, recruitment to follow after the workshop.</li> <li>• Zoom licence reinstated</li> <li>• Agreed to pull back on the rec. project during the NPS work. With that in mind NPS will be added as a routine agenda item at future meetings.</li> <li>• South Stoke has potentially a large development in the offing, which if it goes ahead could generate considerable CIL funds. Potential plan to be distributed to assess any likely effect on Moultsford.</li> <li>• The possibility of setting up a 300 Club was discussed. This would ease the burden on MEC fundraising and potentially widen village engagement.</li> <li>• Succession planning. With the council up for election in 2023, there is a need to encourage others to stand. Agreed each councillor should from September onwards each write something for Moultsford News on council activities, their positive and rewarding experiences, and what it has meant to them personally.</li> <li>• Potential repurposing of changing rooms at Moultsford Pavilion, MPMC to be asked to consider.</li> </ul>	<p>All Clerk Cllr Elvy  Cllr Powell  Cllr Powell Note  Clerk  Cllr Baker  Cllr Elvy  All Cllr Eagle</p>
14.	<p><b><u>RFO's Report/Budget</u></b></p> <ul style="list-style-type: none"> <li>• The RFO's report detailing transactions and balances up to 15th June was presented and is attached herewith.</li> <li>• The completed Annual Governance and Accountability Review (AGAR) is now</li> </ul>	

	<p>with the external auditor and the public rights period is published.</p> <ul style="list-style-type: none"> <li>• The Clerk/RFO reported that the salary for the post is no longer in line with national recommendations which will make recruitment of a replacement difficult. Will assess the job against local government scoring criteria and advise.</li> <li>• The Clerk/RFO agreed to remain in post to at least August 31<sup>st</sup>.</li> </ul>	Clerk
15.	<p><b><u>Date Of Next Meeting</u></b></p> <ul style="list-style-type: none"> <li>• Next meeting Thursday 28th July, 2022, 7:30pm, Moultsford Pavilion.</li> <li>• The meeting closed at 9:42pm.</li> </ul> <p>Signed: ..... Dated: .....</p>	

## RFO Report - 16<sup>th</sup> June, 2022

Payments and receipts for the period to 15th June, 2022, together with updated bank balances are shown below:

Transactions	Bank Transfers	Receipts	Payments (inc. VAT)
Bank Interest		£0.05	
Moulsford News Advertising		£57.50	
Insurance Premium			£1,777.00
Transfer From Deposit To Current	£2,000.00		
OCC Verge Cutting contribution		£383.04	
Parish Clerk Salary			£548.80
Clerk's PAYE			£137.00
Rec Strimming			£361.00
<b>Total</b>	<b>£2,000.00</b>	<b>£440.59</b>	<b>£2,325.80</b>

	Current	Projects	Deposit	Total
Cash At Bank on 15th June, 2022	£3,232.74	£12,867.91	£3,460.06	£19,560.71*
Cash At Bank on 18th May, 2022	£3,464.10	£12,867.91	£5,460.01	£21,792.02

### Earmarked Reserves:

Purpose	£s
Ferry Lane Resurfacing	£4,000.00
Pavilion Maintenance/Repairs	£2,400.00
Playground/Recreation Ground	£4,000.00
General Contingency	£2,467.91

### Notes:

1) A bank reconciliation performed on 15th June confirms that the account balances as shown on the bank statements align with the balances shown in the council's accounting system. *\*NB - Cash At Bank reflects actual balances at the bank on the day of preparation. This may include payments recorded on this or the previous RFO report, but where cheques have not yet been presented.*

2) A transfer of £2,000.00 from the deposit account to the current account was made to accommodate ongoing running expenses.

3) A new line item has been added under earmarked reserves as a hedge against unexpected costs. This is held in the projects account.

MOULSFORD PARISH COUNCIL BUDGET 2022/23

Jun 2022

INCOME	Detail	Actual 2020/21	Actual 2021/22	Predicted 2022/23	2022												2023			Total 2022/23	Variance/ Predicted/ Actual
					Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar					
Parish Council	Adjustments	0.00	0.00	0.00															0.00	0.00	
	Alotment Rent	0.00	0.00	0.00															0.00	0.00	
	Bank Interest Received	2.06	0.62	2.00	0.03	0.06	0.05												0.14	-1.86	
	Events Committee Fundraising	0.00	1,500.00	1,000.00															0.00	-1,000.00	
	Moulsoford News Advertising	0.00	340.00	600.00	22.50	51.75	57.50												131.75	-468.25	
	OCC Contribution To Grass verge cutting	383.04	383.04	383.04			383.04												383.04	0.00	
	Pavilion Lease	1.00	1.00	1.00															1.00	0.00	
	Precept	14,250.00	14,250.00	14,250.00	7,125.00														7,125.00	-7,125.00	
	Other contributions, grants etc	0.00	626.62	400.00															0.00	400.00	
	VAT Refunds																		0.00	0.00	
		Total Income	14,636.10	17,101.28	16,636.04	7,147.53	51.81	440.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,639.93	8,996.11	
EXPENDITURE Parish Council	Alotment lease/maintenance/water	0.00	0.00	0.00															0.00	0.00	
	Audit Fee	240.00	0.00	0.00															0.00	0.00	
	Churchyard Maintenance	200.00	200.00	200.00															0.00	-200.00	
	Clerk's Salary	2,156.80	2,194.58	2,300.80			548.80												548.80	-1,752.00	
	Clerk's Paye	539.20	548.60	600.00			137.00												137.00	-463.00	
	Contributions	125.00	150.00	350.00		196.20													196.20	-153.80	
	Election Services	0.00	0.00	0.00															0.00	0.00	
	Domain/Web Site/Email/Zoom (Pelly Cash)	134.34	247.00	247.00															0.00	-247.00	
	Highways Maintenance	373.50	0.00	600.00															0.00	-600.00	
	Parish Council Insurance	1,392.38	1,432.65	1,777.00			1,777.00												1,777.00	0.00	
	Memberships	223.00	106.00	200.00	150.00														150.00	-50.00	
	Payroll Services	0.00	76.80	70.00	76.80														76.80	0.00	
	Pelly Cash	189.31	0.00	150.00															0.00	-150.00	
	Bank Charges	7.00	0.00	0.00															7.00	0.00	
	PWLB Mortgage	3,908.82	3,908.82	3,908.82		1,954.41													1,954.41	-1,954.41	
	Refunds		400.00	0.00															0.00	0.00	
	Stationery	32.26	0.00	30.00															0.00	-30.00	
	Subscriptions & Licences	225.00	345.60	345.60	345.60														345.60	0.00	
	Training	30.00	0.00	200.00															0.00	-200.00	
	Placemaking Plan Pilot																			0.00	
		0.00																	0.00	0.00	
	Pavilion	Pavilion Maintenance	0.00	137.12	150.00															0.00	-150.00
		Driveway Lighting Revisions	0.00	908.29	0.00															0.00	0.00
																				0.00	0.00
	Rec Ground	Dog Bins	525.82	1,453.14	1,291.68	322.92														322.92	-968.76
		Grounds Maintenance (Highways/Wildflower/Crass/T	930.50	1,093.50	1,750.00			361.00												361.00	-1,389.00
		Playground	81.00	629.11	300.00															0.00	-300.00
Projects (accumulated reserves)	Ferry Lane resurfacing	0.00	4,000.00	4,000.00															4,000.00		
	Playground/Recreation Ground Refresh	1,425.00	4,000.00	7,000.00		669.45													4,000.00		
	General Contingency			2,467.91															2,467.91		
	Pavilion Repairs Contingency Fund	1,200.00	1,800.00	2,400.00															2,400.00		
Small Projects																					
	Total Expenditure	11,313.93	13,831.21	14,470.90	895.32	2,820.06	2,823.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,539.18	7,931.72		