

Minutes - Monthly Meeting, Moulsoford Parish Council

Thursday 7 September, 2023

Members present:

Chair: Cllr Sue Powell (SP)
Vice chair/Minutes: Cllr H Shaw (HS)
RFO and member: Cllr B Partridge (BP)
Members: Cllr M Moseley Jones (MMJ)

Apologies:

Member: Cllr M Eagle
District Cllr Cllr Ben Manning

Officers present:

Clerk: None (owing to previous clerk's resignation)
District Cllr: Cllr Anne-Marie Simpson (AMS)

Public & press: 3

Meeting started 19 30

Item	Outcome	Next steps/actions
1. To receive apologies for absence and approve reasons given	ME previously advised that he was unable to attend.	None
2. Declarations of interest	No change	None
3. Requests for dispensations	None	None
4. To approve the minutes of previous council meetings	BP proposed approval of meeting minutes for meeting held on 9 August, MMJ seconded.	SP to sign off and file.
5. SODC update	District Cllr AMS updated on SODC matters and encouraged councillors to take advantage of the planning clinics offered in the District	All Cllrs to attend a planning clinic if possible

6. Planning applications:		
Greenhill Cottage P23/S2223/HH Greenhill Cottage OX10 9JD Comment due date: 20 Sep 23	<p>Planning application was discussed and concern raised regarding the size of the extension / rebuild.</p> <p>The property adjoins a listed heritage property called Willow Tree Cottage.</p> <p>MOP present commented on the size of the proposed extension and redevelopment of the property known as Greenhill Cottage.</p> <p>Concerns were also raised regarding whether such a construction would negatively impact the character of the surrounding area; especially since it would be visible from some distance owing to its elevated position.</p>	<p>Action : HS to liaise with owners of Willow Tree Cottage and all Cllrs in order to arrange a visit for Councillors who wish to view the effect of the planned development on Willow Tree Cottage and the effect on the view from the recreation ground and Pavilion</p> <p>Action: Available Cllrs to visit Willow Cottage</p>
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7. Update on River Access	<p>SP updated on her meeting re: public parking and public river access. SP will set up a separate session to update older members of the village who have been more involved with this project and then update all in Moulsoford News</p> <p>Discussion included whether MPC should set some money aside to repair and improve access. Suggestion was that MPC should also liaise with Beetle House (formerly the Hotel) which shares the mooring. Further examination of this area required</p>	SP
8. Electric charging point in car park	Raised in correspondence that HS had received. A grant is possibly available for one of the car parks	SP to register an interest

	<p>in the village for 1 or 2 EV charging points. Lively discussion with MOPs.</p> <p>Post meeting note: SP has registered interest HS can confirm that only fast 7.5 KW chargers are available on this scheme which are in fact very slow. (ie would require overnight parking for full charge)</p>	HS to investigate further re: speed of charging as only superfast charger would be deemed to be appropriate
9. Traffic calming measures	A MOP is helping HS and the council with gathering data for and against the 20mph initiative in Moulsoford. Also analyse data gathered from 3 traffic speed measurements scheduled for when the schools go back	HS
10. Hiring New Parish Clerk	<p>SP updated that she had circulated 4 cvs, 3 local and one from a professional external clerk. Any feedback on cvs to be sent to SP and HS</p> <p>Interviews were being set up back to back as far as possible for the following week. SP and HS to interview all candidates available and Cllrs to select the best candidate</p> <p>Paperwork – job description, pay scale, drafted and circulated and signed off by Council team. New contract to be drafted by Sue (based on OALC contract) Skeleton versions have been sent to Sue by OALC consultant (at a small charge signed off in the July email correspondence)</p>	<p>All Cllrs</p> <p>SP and HS</p> <p>SP and all Cllrs</p>
11. Procedures	Once new Clerk in post need to develop robust procedures for bank processes, signoff for invoice payments, signoff for quotes and scheduled works. Need to review the Audit report	BP and HS

	to ensure all issues raised are addressed	
12. Broadband in Pavilion	Current sum up machine for Moultsford Events Committee is running on the backup router. Pavilion Management team tasked with setting up a cabinet for broadband router and associated controls and procedures. SP to progress with Chair of Pavilion Committee	SP
13. Permission to extend meeting	At 9:30 pm SP requested a time extension for the meeting It was agreed to let the meeting over run from 9:30 to 10:00 pm	SP
14. Budget	BP is working on budget 2024 for next meeting. A figure had been missed out of the accounts spreadsheet which was why there was an issue when the accounts were initially audited in May/June.	BP
15. Meetings – 2nd Thursday of the month	The hall has now been booked for the second Thursday of the month at 7:30 pm for the rest of 2023 and 2024 with the exception of December when the meeting will be the first Thursday. Any amendments required please advise HS	HS
16. Counsellor training	SP has booked training for Councillors in November and January. SP to forward date and training details to relevant Councillors to try and secure their availability for training	SP
17. Beetle sign on road as enter village	No councillor available to follow this, so item removed from schedule/ next meeting	
18. Strengthening links with other Parish Councils	No progress made on this point	All
19. Approval for CPRE membership	Approved, SP to action	SP
20. 100 club charter	HS to talk to Chair of 100 club re: concerns over security of bank details held and GDPR. Agreed that one signatory would be ok	HS

	for smaller payments but all present concerned about larger payments	
21. Items for next meeting	<p>Cllrs requested to advise further topics for agenda for next meeting, scheduled 12th October, 2023.</p> <p>Currently includes:</p> <p>Update on status of allotments (incl, contract with SODC)</p> <p>Appointment of new Parish Clerk</p> <p>Electric charging in Moultsford car park</p> <p>Budget 2023 – on track? Budget for 2024 – propose new precept?</p> <p>Highway traffic monitoring results if available</p>	

Meeting ended: 22:00