

MOULSFORD PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON THURSDAY
16th DECEMBER 2021, AT 7:30pm IN THE PAVILION MOULSFORD

PRESENT: Cllr Baker (Vice chair) Cllr Eagle Cllr Elvy (Chair)
Cllr Partridge Cllr Powell Cllr Simpson (SODC)
Mr. G. Twibell (parish clerk)

1.	<p><u>Apologies For Absence</u> There were no apologies for absence.</p>	
2.	<p><u>Declarations of Interest.</u> There were no declarations of interest.</p>	
3.	<p><u>Minutes of the Previous Meeting</u> Cllr Baker proposed that the minutes of the meeting held on 18th November 2021, be signed by the Chair as a true record. Seconded by Cllr Eagle.</p>	
4.	<p><u>Reports from County and District Councils</u> Cllr Simpson reported the following from South Oxfordshire District Council (SODC):</p> <ul style="list-style-type: none"> • The planning enforcement process is being streamlined. This follows a large number of reports being received during Covid when site visits were not possible. Cases will be assessed by planning harm, there will be more clarity in reporting breaches and if action is taken, notices will be placed on site. While anonymous reports will not be acted upon, the names of those reporting will never be disclosed. • SODC will be taking a more active role in broadband deployment. Clerk to refer Cllr Simpson to Moulsoford's broadband champion. • Cllr Simpson observed that SODC had abandoned its legal action against the development of a large C2 care village at Sonning Common following the failure of two legal challenges. This case was dissimilar to a proposed, smaller development in Moulsoford which had not gone to appeal within the time limit. 	Clerk
5.	<p><u>River Thames Public Access</u></p> <ul style="list-style-type: none"> • Cllr Powell had confirmed with SODC that there was no street licence for the placing of tables and chairs on the highway beside the River Thames. Had also sought clarity on whether parish councils have a say when applications for such licences are received. She also reported no progress since a site visit by the Oxfordshire County Council (OCC) technical officer (Streetworks) and suggestions made to the Beetle and Wedge. • A parish council request to OCC highways to enforce the rights of the public to access the highway unobstructed had met with a legalese response which suggested inaction pending an expected legal challenge. Clerk to clarify with the parish council's own solicitor. • The requested single white line around part of Ferry Lane had been completed. 	Clerk
6.	<p><u>Planning Applications and Enforcement Cases</u> P21/S4567/HH 5 Glebe Close, Moulsoford, OX10 9JA Detached double garage with room over and dropped kerb/vehicle crossover. MPC: Object. SODC: Withdrawn.</p> <p>P21/S4510/HH 9 Underhill, Moulsoford, OX10 9JH Replace side extension and lean-to with new single-storey extension. MPC: No Strong Views. SODC: Approved.</p>	
7.	<p><u>Matters From The Floor</u></p> <ul style="list-style-type: none"> • Cllr Simpson reiterated the improvements to the planning enforcement process, adding that a revamped SODC Web site should clarify things even further. 	
8.	<p><u>Actions From Previous Minutes</u> Completed:</p> <ul style="list-style-type: none"> • Democratic services advised of changes in council make up. • Cllr Powell looked into street licensing at the Beetle and Wedge (See 5.1 above). • Clerk and two councillors had attended the meeting over parking. • Clerk contacted the allotment holder who has agreed to relinquish half her plot. 	

	<ul style="list-style-type: none"> • Big Clean request submitted. • Thames path issues and missing gate reported. • Council WhatsApp group now in place. • Burial changes only applicable to cemeteries with >100 interments annually. • Changes in liaison reported and Wings and Wheels article published. • As above, attendee's third-party report also published. <p>Continuing:</p> <ul style="list-style-type: none"> • Cllrs Baker and Partridge to hold a further meeting with Cranford School when building work to Barn Cottage is complete. • Tree planting to be reorganised for after Christmas. • Revised recreation ground plan received. Consultation to be arranged. • Continuing work on historical pavilion grants and implications for sports facilities. • Committee heads meeting to be arranged. • Pavilion photo indexing ongoing. 	<p>Cllr Baker Cllr Partridge Cllr Baker Cllr Baker Clerk Cllr Elvy Cllr Powell</p>
9.	<p><u>Pavilion Management Committee (PMC) Update.</u></p> <ul style="list-style-type: none"> • A summary of the latest meeting was in the council's November minutes. • The committee's own minutes have now been circulated. 	
10.	<p><u>Moulsford Events Committee (MEC) Update</u></p> <p>Cllr Powell provided an update, including:</p> <ul style="list-style-type: none"> • Upcoming gala night had attracted some 70 ticket sales and was proceeding with Covid precautions, including lateral flow tests. Raffle will generate more income. • A planned Christmas social was intended to go ahead as of the meeting date. 	
11.	<p><u>Playground/Recreation Ground Project</u></p> <ul style="list-style-type: none"> • Planned tree planting had to be abandoned because of storm conditions. Will be rescheduled for February. • Revised recreation ground area map received and circulated. There was discussion around freezing the design at this point, taking the drawings, and continuing independently of the landscape architects. Cllr Baker to consider. • Toddler swings now repaired. • No surprises in the playground safety inspection through some more rot discovered in the wooden structures. • Awaiting contact over redundant cricket net. Cllr Elvy to query with MoP. 	<p>Cllr Baker Cllr Baker Cllr Baker Cllr Elvy</p>
12.	<p><u>Reports/Correspondence/Other Matters.</u></p> <p>From Cllr Baker:</p> <ul style="list-style-type: none"> • No further complaints received over Willow Court Lane traffic from residents. The school had apparently re-scheduled deliveries to outside peak times. Further discussion to be held (see 8.11 above). <p>From the Clerk:</p> <ul style="list-style-type: none"> • Four charity requests received from Sue Ryder, Citizens' Advice, Clean Slate (abuse support) and Home Start (family support). After discussion it was agreed £50 donations each to Sue Ryder, Clean Slate and Home Start. • Report from a resident of further issues along the Thames Path, including an abandoned pallet. All passed to the National Trails team for action. <p>From Cllr Partridge:</p> <ul style="list-style-type: none"> • Urged better maintenance and fencing for one allotment being reduced in size. Clerk to approach the holder. <p>From Cllr Powell:</p> <ul style="list-style-type: none"> • Attended the Wallingford Treescape event along with all other councils in the OX10 area. First step is to commission an audit by Oxtree which looks at the land, potential planting areas and recommends next steps. There is encouragement to with adjacent bodies and local landowners. Some free trees on offer. Will require a lot of attention - perhaps a volunteer? 	<p>Clerk Clerk</p>
13.	<p><u>RFO's Report/Budget</u></p> <ul style="list-style-type: none"> • The RFO's report detailing transactions and balances up to 15th December was presented and is attached herewith. • A proposed 2022/23 budget was presented at the meeting and a copy is attached. The budget is a guide to setting the parish council's precept for the coming financial year. After some discussion the budget was agreed. It was also agreed, that with only modest cost increases expected for 2022/23, the precept should remain at the current year's level of £14,250.00. Clerk to request same of SODC. 	<p>Clerk</p>

14.	<p><u>Other Business</u></p> <ul style="list-style-type: none"> • Cllr Elvy thanked the donor of a Christmas tree to the pavilion, believed to be Cranford School. • Cllr Elvy suggested the Clerk attend a Zoom briefing on operation London Bridge, a euphemism for the death of a major public figure and local councils' reaction to same. Clerk to attend on 18th January. • Cllr Elvy mentioned progress at the last meeting to establish liaison with local concerns. A position still remained for a representative on the pavilion management committee (PMC). Cllr Eagle kindly agreed to be involved. Clerk to inform PMC and ask that Cllr Eagle be added to meeting invites, distribution of minutes etc. • Cllr Elvy queried the status of Moulsoford News. It was confirmed as a parish council publication, with the council acting as arbiter in any matters concerning content. 	<p>Clerk</p> <p>Cllr Eagle</p> <p>Clerk</p>
15.	<p><u>Date Of Next Meeting</u></p> <ul style="list-style-type: none"> • Next meeting Thursday 17th February, 2022, 7:30pm, Moulsoford Pavilion. • The meeting closed at 8:58pm. <p>Signed: Dated:</p>	

RFO Report - 16th December, 2021

Payments and receipts for the period to 15th December, 2021, together with updated bank balances are shown below. NB - bank balances are as at the above date and may not reflect payments (cheques) issued but not yet presented by the payees.

Transactions	Bank Transfers	Receipts	Payments (inc. VAT)	
Bank Interest		£0.04		
Moulsford News Advertising		£108.00		
Playground Safety Inspection			£83.40	
Replacement swing seats & chains			£468.72	
Bank Transfers (Deposit to Current)	£2,000.00			
Clerk's Salary (3 months)			£539.20	
Clerk's PAYE			£134.80	
	Total	£108.04	£1,226.12	

	Current	Projects	Deposit	Total
Cash At Bank on 15th Dec., 2021	£3,030.65	£12,867.91	£2334.86	£18,233.42

Cash At Bank on 17th Nov., 2021	£1,446.37	£12,867.91	£4334.82	£18,649.10
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1) A bank reconciliation performed on 15th December confirms that the account balances as shown on the bank statements align with the balances shown in the council's accounting system, pending the presentation of all issued cheques.

2) A bank transfer of £2,000.00 from reserves was made into the current account to meet ongoing expenses.

3) The council is required to approve its 2022/23 budget and set the 2022/23 precept by 14th January. As we are not currently planning to meet in January, we should complete these actions at the December meeting.

Moulsford Parish Council - Proposed Budget 2022-23

Income	Actual 2019/20	Actual 2020/21	Projected 2021/22	Projected 2022/23
Moulsford News Advertising	644.00	0.00	600.00	600.00
OCC Grass Cutting payment	383.04	383.04	383.04	383.04
Precept	14,000.00	14,250.00	14,250.00	
Grants Received	3,150.00	0.00	500.00	
MEC Contribution	535.00	0.00	0.00	
VAT Repayment	5,473.36	0.00	626.62	400.00
TOTALS	24,185.40	14,633.04	16,359.66	
Expenditure				
Churchyard Maintenance	200.00	200.00	200.00	200.00
Audit Fee	0.00	240.00	0.00	0.00
Clerk's Salary	2,156.80	2,156.80	2,300.80	2,300.80
Clerk's PAYE	539.20	539.20	539.20	539.20
Charitable Contributions	125.00	125.00	125.00	125.00
Domain/Email/Zoom	0.00	134.34	150.00	150.00
Highways Maintenance	450.00	373.50	373.50	373.50
Insurance	1,353.28	1,392.38	1,432.65	1,500.00
Memberships	115.81	223.00	250.00	260.00
Payroll	64.00	64.00	68.00	70.00
Pavilion Mortgage	3,908.82	3,908.82	3,908.82	3,908.82
Playground Maintenance	65.00	81.00	550.00	150.00
Stationery	27.00	32.26	30.00	40.00
Subscription/Licences	205.60	225.00	460.00	460.00
Training	85.00	30.00	0.00	0.00
Pavilion Maintenance	0.00	600.00	600.00	600.00
Dog Bins	41.44	525.82	1,130.22	1,400.00
Grounds Maintenance	1,605.00	930.00	1,200.00	1,500.00
To Recreation Ground/Playground fund	0.00	1,425.00	5,575.00	5,575.00
To Ferry Lane resurfacing fund	2,000.00	2,000.00	0.00	0.00
To pavilion maintenance/contingency fund	0.00	600.00	600.00	600.00
TOTALS	10,941.95	11,781.12	13,318.19	13,577.32
Project Accruals				
Recreation/Play Ground	0.00	1,425.00	7,000.00	12,575.00
Ferry Lane Resurfacing	0.00	2,000.00	4,000.00	4,000.00
Pavilion Maintenance		600.00	1,200.00	1,800.00

Note A. While stated as at the current year's level, it is worth remembering that during the worst of Covid all advertising charges were dropped for 2020-21.

Note B. This the figure we must decide at the December meeting. At the present level, and given current expenditure, the parish council has been able to retain a surplus of some £5,500 to go towards projects, predominantly the playground and recreation ground refresh, leaving an extra £1,500 for contingencies. The council therefore may wish to retain the current level of precept for the coming year.

Note C. From the figures of the preceeding and current year, we can expect the charges for dog bin emptying to increase still further. SODC is conducting a full review at the moment and we can expect advice on charging early next year. The addition of a further bin along the Thames Path, as suggested, will increase this figure by 33%.

Note D. This figure will no longer increase. The total for the work, agreed with OCC Highways, is £6,000, with the balance being made up by them at the time of work.

Note E. This is a contingency fund begun last year, following earlier roof repairs, as the building ages and further repairs are needed. £600 is added each year.