

GREAT COXWELL PARISH COUNCIL MEETING

The Members of the Great Coxwell Parish Council are summoned to attend a Meeting of the Great Coxwell Parish Council to be held on Monday 31st March 2025, at 6:30pm, in The Reading Room, Great Coxwell.

Members of the public are invited to attend.

AGENDA

1. Apologies for absence
2. Approval and signing of minutes of last meeting: 10.02.2025
3. Declarations of interest in relation to this Agenda
4. Representations by members of the public (on agenda items or matters to be added to the next agenda)
5. County Councillor's Report
6. District Councillor's Report
7. Correspondence: reports made of hole on Puddleduck Lane; fly-tipping junction with B4019
8. New Business:
9. Ongoing Business:
 - 9.1. Verges & footpaths: contractor quote for 2025 season and timing of cut
 - 9.2. Dog-mess signs
 - 9.3. Neighbourhood Plan Update 2025
 - 9.4. Ditches/Drainage – in front of Park/adjacent field – resolve to approve additional sum for removal of ditch muck; OCC re culverts and other matters – report any progress; National Trust – report any progress and Puddleduck Lane drains.
 - 9.5. Telephone box- resolve to approve updated quotes for painting
 - 9.6. Bus-stop sign - update
 - 9.7. Bus-stop Shelter – report OCC position and consider next steps
 - 9.8. Waste bin
10. The Park/Reading Room:
 - 10.1. Repairs/maintenance: any updates
 - 10.2. Path to MUGA: discuss action later in year.
 - 10.3. Park lease.

11. Finance:

- 11.1. Financial update; approval of bank reconciliation and budget variance report;
- 11.2. Approval of all payments since 10.02.2025 (inclusive of VAT), noting councillors authorizing payments and the same confirming examination of related invoices.

11.3. *Parish Council*

Inv Date	Payee	Sum	Bank Recon £26,529.10	Description	Cllrs Authorising
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07/02/2025	HMRC VAT Refund	-£823.45	£27,352.55	VAT Refund 01.07.2024 to 31.12.2024	Income
14/01/2025	Playdale Playgrounds Ltd	£1,493.28	£25,859.27	Playground repairs balance on order	JR/RH
31/01/2025	Playdale Playgrounds Ltd	£892.91	£24,966.36	Playground repairs balance on order	JRRH
24/02/2025	Great Coxwell Parish Council	£126.00	£24,840.36	Reading Room Hire for PC meetings 24/5	TFR
24/02/2025	Great Coxwell Parish Council	£350.00	£24,490.36	Community benefit for Drop-In Group [s.137 payment]	TFR
28/02/2025	Joanna Farrant	£808.20	£23,682.16	Payroll Quarter Dec/Jan/Feb (total £906.53 inclu line below	JR/RH
28/02/2025	Clerking/RFO annual expenses	£98.33	£23,583.83	Annual Expenses £40 RFO; £58.33 clerk 10 months	JR/RH
28/02/2025	Carrington Blake Ltd	£26.88	£23,556.95	Payroll Provider	JR/RH
26/02/2025	Prestige Fire Protection Ltd	£54.00	£23,502.95	Fire extinguisher check Reading Room	RH/NH
10/02/2025	Lloyds Bank	£4.25	£23,498.70	Monthly account service charge	DD

Note powers: LG & Rating Act 1997, s.31 and Reading Room provision and expenses: LGA 1972, s.133; Park: LG (Misc Prov) Act 1976, s.19; War Memorial: LGA 1948, s.133

11.4. Reading Room

Inv Date	Payee	Sum	Bank Recon £2,262.79	Description	Payment
01/02/2025	British Gas	£22.96	£2,239.83	Electricity supply 29 Dec to 29 Jan 25	DD
03/02/2025	EDF	£170.38	£2,069.45	Gas supply 01.01 to 31.01.25	DD
24/02/2025	Parish Council	-	£2,195.45	Room Hire for PC Meeting 24/25	Income
04/02/2025	Parish Council	-	£2,545.45	s.137 community benefit: Drop-Ins	Income
28/02/2025	Room Hire	£127.50	£2,672.95	Room Hire Art Club	TFR
28/02/2025	Room Hire	-£16.00	£2,688.95	Room Hire Quiz Night	Income
01/03/2025	British Gas	£24.00	£2,664.95	Electricity supply 29 Jan to 1 Mar 25	DD
10/02/2025	Lloyds Bank	£4.25	£2,660.70	Bank Account Service Charge	DD

12/03/2025	Everflow	£6.90	£2,653.80	Water/Waste supply	DD
				Electricity supply 1 Feb to 22 Feb	
11/03/2025	EDF	£114.84	£2,538.96	25	DD

11.5. Approve s.137 payment for Drop-In Hire as s.137 benefit to the community, commensurate with the expenditure incurred.

12. Planning since last meeting:

12.1. New matters:

- **P25/VO241/0** – Annabelle’s Nursery application for erection of 5 nursery classrooms (by 24.03.25).
- **Decided: P24/V0389/NM** – non material amendment to existing application Land South of Steeds Farm, Coxwell Road. Not for public consultation.
- **P25/V0084/FUL** – retrospective planning application for retention of wall/fencing around pond and ancillary drainage works, Faringdon Grange Holiday Park.

12.2 No further developments since last meeting:

- **MW.0151.23:** Wicklesham Quarry: objection submitted (11.06.24)
- **P22/V0996/RM:** Appeal to Secretary of State against refusal of an application for reserved matters (comments/modification/withdrawal of previous representation by 21.11.23). Appeal allowed save in relation to discharge of conditions 7 (biodiversity enhancement plant) and 10 (lighting scheme). Conditions are being discharged piecemeal.

12.3 Any further outstanding applications arising at the time of meeting.

13. Policies/Administration:

- 13.1. Resolution to confirm appointment of clerk/RFO for Parish Council with effect 1 April 2025.
- 13.2. Resolution to approve payment of clerk/RFO salary monthly, with effect from 1 April and to reimburse cost of annual membership of SLCC to the clerk on production of receipt.
- 13.3. Review the Parish Council’s ‘Assets, Facilities, Activities & Responsibilities’ document and confirmed the same as being up to date.
- 13.4. Review the Parish Council’s ‘Financial Risk Management Record’ and confirmed the same as being up to date, as well as ‘Statement of Internal Control’ and ‘Park Risk Assessment’.
- 13.5. Website and email quotes for next meeting.

14. Any other business/announcements to be added to next meeting’s agenda.

15. Date of next meeting and Annual Meeting (May) & Annual Parish Meeting (1st March to 1st June)

Joanna Farrant

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Parish Clerk

clerk@greatcoxwell.com

21st March 2025