

## 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 31<sup>st</sup> 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	Description	Cllrs Authorising
			£26,529.10		

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 incl 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	Bank Recon			Payment
		Sum	£2,262.79	Description	
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	£126.00	£2,195.45	Room Hire for PC Meeting 24/25	Income
04/02/2025	Parish Room	£350.00	£2,545.45	s.137 community benefit: Drop-Ins	Income
28/02/2025	Hire Room	£127.50	£2,672.95	Room Hire Art Club	TFR
28/02/2025	Hire British Gas	-£16.00	£2,688.95	Room Hire Quiz Night	Income
01/03/2025	Lloyds	£24.00	£2,664.95	Electricity supply 29 Jan to 1 Mar 25	DD
10/02/2025	Bank	£4.25	£2,660.70	Bank Account Service Charge	DD

12/03/2025	Overflow	£6.90	£2,653.80	Water/Waste supply Electricity supply 1 Feb to 22 Feb	DD
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 (1<sup>st</sup> March to 1<sup>st</sup> June)**

Joanna Farrant

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Parish Clerk

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21<sup>st</sup> March 2025