

Cuddesdon and Denton Parish Council
Minutes of the Parish Council meeting duly convened and held on
Tuesday, 1 October hosted at Cuddesdon Village Hall

Attendees – Councillors:		Apologies noted:
Chris Luke – Chair (CL)		Robin Baylie (RB)
Evie Bennett (EB)		
Stuart Flockton (SF)		Members of the public:
Arthur Smith-Fitchett (ASF)		4 members of the public were in attendance
Philip Spinks (PS)		
Louisa Vincent (LV)		
Sam James-Lawrie (SJL) District Councillor		In Attendance:
Tim Bearder (TB) County Councillor		Denise Corney – Clerk

The meeting opened at 7.30pm

	WELCOME, Apologies and Quorate	ACTION
1.	Welcome, Apologies and Quorate The Chair welcomed all to the meeting. The meeting was quorate.	
2.	Public Participation (15 minutes maximum) No comments for this part of public participation.	
3.	Declarations of personal and prejudicial interest None	
4.	Report from SODC Councillor SJL reported that the Joint Local Plan had been signed off with Vale of White Horse and South Oxfordshire District Councils. SJL gave a brief update to CDPG: - The District Councillor grant was still open for applications and SJL welcomed an application for funding from CDPG for costs towards the Community Orchard project. - The Village Hall Committee had applied for funding forwards the cost of new doors for the village hall which was being considered.	
5.	County Councillor Report Tim Bearder gave a summary of updates: - Flooding continued to be an issue and was a priority discussion point. Wheatley had suffered badly recently with 30 houses flooded and occupants displaced. - Oxford City Council – local plan had been rejected. - New framework for planning due to the new government was due to be available at the end of the year.	
6.	To agree: Legal costs – Community Orchard Nicko King and Ron Stern – members of the Community Orchard working group, reported that the legal costs would be £3,000 plus VAT (VAT can be reclaimed by the PC).	

Signed: 

	The Working Group intended to submit an application for grant funding from the Community Grant towards the legal costs. SJL confirmed that once an application had been received that a decision would be forthcoming within 4 weeks. Councillors resolved to APPROVE the final draft of the Community Orchard Agreement.	
7.	To report and update actions: Bonfire Night The Clerk updated the action plan and would circulate. The Clerk to apply for a licence for the sale of drinks (cost £21.00). Councillors agreed the cost of tickets to be £5.00 with children under 10 years given free admission. ASF to enquire if the PC could borrow a card reader. LV to design the tickets (Clerk for forward a copy of last year's tickets).	
8.	To discuss and agree: Installation of CCTV with reference to fly tipping Councillors agreed to consider costs, code of conduct which would be required with the use of CCTV, who would administer and GDPR risks. Councillors agreed that further research should be carried out. SRL commented that the installation of cameras was being considered by SODC on Chippinghurst Hill and it would be useful to contact SODC for further advice.	ALL/CLERK Add to next agenda for further discussion.
9.	Approval of Minutes of meeting on 3rd September 2024 The Minutes Tuesday, 3 rd September 2024 were APPROVED and would be uploaded to the website.	APPROVED
10	Clerk's Report The Report had been circulated to Councillors prior to the meeting. - The Clerk had received permissions to use Unity Trust Bank online banking and had updated the cash book and reconciled the bank statement. £18491.58 at 30th September 2024. - Budget variation – increase in Clerk's salary and forthcoming Community Orchard costs. - Payroll – The Clerk had requested the use of Matthew Brown (payroll provider) for assistance with registering with HMRC for PAYE at a minimal cost for the setting up. Thereafter the Clerk would use the HMRC PAYE app for submitting salary information. - New CDPG – mobile no – 07831 437575. - Salt Bins – Councillors agreed to check the local salt bins and advise the Clerk if salt needed to be ordered from OCC.	
11	Chairman's Report CL had thanked David Keen for his assistance with making good the road and the work carried out. Further improvements to be discussed with reference to cars parked on verges.	
12	Finance: Budget Variation Report and Bank Reconciliation See item 10 – Clerk's report.	

Signed: 

13 Planning None to discuss at this meeting.	
14 Parish Council Finance September: Clerk Salary – September £260.00 (inc HMRC) Shield Maintenance (dog bins) x 2 £56.52 The Landscape Group of Oxford (grass cuts July and August) £888.78 Wreaths purchase – Remembrance Day £38.49 Village Hall hire for meetings 23-24 £225.00	AGREED AGREED AGREED AGREED AGREED
15 Public Participation No further comments.	
16 Items for report and inclusion on next agenda: • Budget planning • CCTV • Community Orchard • Report from Bonfire night	
17 Date of Next Meeting: 5th November 2024 at 7.30pm.	

The meeting closed at 9pm

Signed:

