

DUNS TEW PARISH COUNCIL

Minutes of the Parish Council meeting held
on **Monday 2 September 2024** at 7:30 pm in the Village Hall
for the transaction of the following business:

Present: - Cllr. Stapleton (Chair), Cllr Tickle (Vice Chair), Cllr Jackson, Cllr Landless, Cllr Semple Cllr. Howard.

In attendance: Mrs. Friend (Clerk).

Minute Number	Agenda Number	Minute
24.93	1	Apologies for absence: It was RESOLVED that there was an apology from Cllr Hall
24.94	2	Declarations of Pecuniary Interest and Requests for Dispensation It was RESOLVED that there were no declarations of pecuniary interest.
24.95	3	Minutes of the Last Meeting: It was RESOLVED to sign the minutes at the next meeting to give council time to read through. Minutes dated 1 st July 2024.
24.96	4	Public Participation: There were 2 members of the public present. <ul style="list-style-type: none"> • There was nothing raised.
24.97	5	County and District Councillors Reports: District Councillor David Rogers attended the meeting: <ul style="list-style-type: none"> • Cherwell District Council has the intention to push the local plan to regulation 19 this autumn. • Heyford park has withdrawn from the Mid-Cherwell Neighbourhood plan and this forms part of the Cherwell plan and the legal status becomes questionable. • Flooding and flood response for Duns Tew areas needs submitting. • The Manor house planning application will get called into committee if looking like it'll be approved.
24.98	6.a	Finance: Payments due for the period July/August 2024: It was RESOLVED that the payments for the period July/August 2024, as listed below, were correct and approved for payment. It was RESOLVED that all invoices/relevant papers were signed and then approved on-line by Cllrs Tickle and Semple. Bank reconciliation for July and August was signed by Cllr Tickle

Date	Invoice	VAT	Amount	
10/07/24	ROSPA inspection	81271	£21.20	£127.20
31/07/24	N R Prickett - grass cutting	2294	£55.20	£331.20
31/07/24	N R Prickett - grass cutting	2325	£67.20	£403.20
31/07/24	N R Prickett - grass cutting	2263	£110.40	£662.40
10/08/24	Clerk salary - FF - July		£0.00	£122.64
10/08/24	Clerk salary - JR - July		£0.00	£325.00
10/09/24	Clerk salary - August		£0.00	£316.46
22/08/24	Moore External audit		£42.00	£252.00
02/09/24	HMRC- Employers NI- July		£0.00	£30.60
02/09/24	May payment- Newsletter		£0.00	£120.00
02/09/24	September Payment- Newsletter		£0.00	£120.00
07/10/24	Clerk salary - September		£0.00	£316.26
07/10/24	HMRC- Employers NI- August		£0.00	£79.00
07/10/24	HMRC- Employers NI - September		£0.00	£79.20
		Total	£296.00	£3,285.16

Payments (Direct Debits) for the period July/August 2024:

Date	Details	Invoice Number	VAT	Amount
16/05/24	Lloyd's Bank Charges		£0	£3.00
29/08/2024	ICO date handling payment	Z2358905	£0	£35.00
		Total	£0.00	£38.00

24.99	6.b	Finance: Income Received in the period July/August 2024: It was RESOLVED that the income for the period July/August 2024, as listed below, was correct.		
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Date	Details	Reference	Amount
13/8/24	Cherwell Lottery		£5.00
		Total	£5

24.100	6.c	Financial Review: 2024/2025. Current Bank Balance = £27,809.10 The Financial Review and bank balance were NOTED.		
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24.101	6.d	Review of Reserves: 2024/2025. It was RESOLVED to NOTE the updated reserves.		
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3 September 2024 (2024 - 2025)

Duns Tew Parish Council
Reserves Balance
2024 - 2025

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Play Area Maintenance		4,374.00			4,374.00
General Reserve		10,000.00			10,000.00
Total Earmarked	0.00	14,374.00			14,374.00
TOTAL RESERVE		14,374.00			14,374.00
GENERAL FUND					10,116.94
TOTAL FUNDS					24,490.94

24.102	6.e.	Online banking It was noted the addition of new clerk on the online banking		
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24.103	6.f.	Standing Order: It was RESOLVED after review. ACTION Clerk.		
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24.104	6.g.	To consider moving across to scribe: It was RESOLVED to move across to Scribe lite at £13 per month direct debit
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24.105	6.h.	To review ongoing grants: There are no ongoing grants pending to review
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24.106	7	Clerks Report
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Item:	Action Required:	Result:
Moore External Audit received	Review report, upload findings to the website.	Clerk to ACTION
Insurance	Update insurance with new play area equipment.	Clerk to ACTION.
Weed spray	Consider whether or not to do a weed spray in for maintenance purposes on: <ul style="list-style-type: none"> • Tennis court edges (to prevent deterioration of the surface) • Defibrillator (visibility) • Play Area Path (prevent breaking up of the path). 	It was RESOLVED to spray the weeds. Clerk to ACTION- find contractor for future.
Jubilee Bench	Jubilee Committee trees (as part of the Queen's Canopy) and plaque in Village Hall funded by £1460.03 remaining from the Jubilee celebration event.	ACTIONED. Cyan bench chosen. Awaiting delivery and installation Cllr. Landless
Drains/Flooding at Longfield/Main Road.	RESOLVED to place under observation. Floods over Christmas. To determine further action if required.	On going – see above Cllr Rogers update.
OCC Local Flood Risk Strategy.	The consultation for OCC's draft Local Flood Risk Management Strategy is now live - Local Flood Risk Management Strategy consultation Let's Talk Oxfordshire . The closing date is the 23 rd August 2024.	RESOLVED to respond.
Councillors Priority Fund	VAS (Solar powered).	Awaiting reply from OCC

	8	Parish Matters:
24.107	8.a.	Amenities: - update Cllr. Hall. No update
24.108	8.b	Community: update Cllr. Semple. i Defibrillator – all fine ii Welcome Pack - delivered to new residents. iii Emergency plan - up to date and filed with OCC. iv. Bottle bank- none residents of Duns Tew are just dumping even when full. Discussion on CCTV and signage to be added to the area. Action: clerk to get Nigel to cut back around the back of the bins.
24.109	8.c	Planning:

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Reference #	Location	Proposal/ Description.	Response Date	Status
24/01295/F	Duns Tew Manor Main Street Duns Tew OX25 6JP	Erection of a garden room and associated landscaping	24/05/2024	Under Consultation

The Parish Council RESOLVED to object to this application.

24.110	8.c	<p>Planning/MCNP: update Cllr. Tickle.</p> <p>i. MCNP needs a new review due to the removal of Heyford Park. Regulation 14 consultation needs redoing.</p> <p>ii. Heyford park further development- the greenfield site has a planning application already on the system but they want to put more houses on the brownfield site and looking for support from the MCNF. There will be a huge impact of a town developed at Heyford.</p>
24.111	8.d	<p>Services: Cllr Jackson.</p> <p>i. To receive update on VAS- 2 or 3 to be installed the main blocker is whom to use for putting posts in. OCC might have funding available. There are 2 OCC approved installers for Elamcity and Westcotex. VAS signed to be solar powered signs but there are issues on how long the battery might last. Action: Clerk to write to obtain a grant from Soho farm house and Alpine F1 team,</p> <p>ii. Crossroads: 11 people joined and a potential new chair. Awaiting conformation from OALC and SLCC</p>
24.112	8.e	<p>Environment: Cllr Howard.</p> <p>i. Met with Wild Oxfordshire regarding how to enhance the village. Sustainable Duns Tew proposal for community growing beds has been sent round. There is a potential for it to be funding by Cherwell DC.</p> <p>ii. Footpaths: walks to be carried out twice a year and report it back to OCC. Stile is still broken.</p>

Agenda Item	10.	Correspondence
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<p>a) Ashberry cottage</p> <p>b) Microlights and Marquees.</p> <p>c) Dashwood rise path</p>

Other Correspondence :	Sent to:
Rural Funding Digests - regular email updates forwarded as received.	Full Council
The Rural Bulletins/Rural Services Network - regular email updates forwarded as received.	Full Council
SLCC News Bulletins - regular email updates forwarded as received.	Full Council
OALC updates and news - regular email updates forwarded as received.	Full Council
Public Sector News and Analysis emails. Regular email updates forwarded as received.	Full Council
Police and Crime Bulletins - regular email updates forwarded as received.	Full Council
Parish related information from Cherwell District Council or Oxford County Council. Forwarded as received.	Full Council

Planning Applications and Decisions from Cherwell District Council. Forwarded as received.	Full Council
Planning Applications and Local Plan information. MCNF. Forwarded as received.	Full Council

Next Meeting: 4 November 2024.

The Meeting finished at 21:35 pm.

Signed by Chairman.....