

MINUTES

Cuddesdon and Denton Parish Council

PARISH COUNCIL MEETING

Tuesday 8th July 2025 at 7.30pm, Village Hall, Cuddesdon

Minutes

Councillors Present: Chris Luke (Chair), Stuart Flockton (SF), Arthur Smith-Fitchett (ASF), Philip Spinks (PS), Evie Bennett (EB), Dee Murray (DM)

In attendance: Allison Leigh, Locum Clerk, 3 members of the public were present

25/19. Apologies: Louisa Vincent (LV)

25/20. Declarations of Interest/Dispensations: None

25/21. Public Forum: Members of the public were present. One noted that there is a dead tree on the verge by White Cottage. It was noted that the road surface by Coombe Wood on the way into Denton is in need of attention. The Clerk will write to Tim Bearder.

25/22. Minutes from the meeting of the 3rd June 2025: The minutes of the meeting from the 3rd June 2025 were agreed with one edit to the powers to spend. The edit was made by hand and the minutes signed.

25/23. Matters arising: The following matters arising from the minutes not otherwise on the agenda were discussed:

The issue of the cutting of the verges was raised. AFS is happy to meet with a contractor. From there a map could be created and used to form an updated contract.

It was noted that the nettles on footpath by White Cottage are not too bad at the moment.

The Chair reported that some of the Mill Road has been filled in with scalplings which has been an improvement.

25/24. District Councillor Report: None

25/25. County Councillor Report: None

25/26. Staff:

- The Chair reported that 3 councillors interviewed a second candidate for the role of Clerk/RFO. The Council agreed that they should be offered the post subject to checking references and finalising salary/hours.

25/27. Policies:

- a. Standing Orders: The Council resolved to adopt the Standing Orders.
- b. Financial Regulations: The Council resolved to adopt the Financial Regulations with some minor typographical corrections.

25/28. Committee:

- **Orchard:** The Council resolved to form a working group to recommend to the Parish Council how the Orchard group will function and work with the Parish Council. The Council resolved the working group to consist of the Chairman, SF, the Locum Clerk, Nicko King and Ron Stern.

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- The Council resolve to spend up to £200 on stakes and netting prior to the September meeting.

25/29: Finance:

a) Payments authorised

<u>Date</u>	<u>Power to Spend</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u>
June				
06/06/2025	LGA 1972 s112	Staff	RFO Expenses	140.70
02/06/2025	LGA1972 s111	Staff	Work on internal audit	144.00
06/06/2025	LGA 1972 s112	Staff	Locum clerk	412.11
06/06/2025	LGA1972 s111	Allison Leigh	Clerk expenses	38.60
10/06/2025	Open Spaces Act 1906 s9-10	Shield	Emptying dog bins	13.26
10/06/2025		R. Palmer	Concrete blocks	50.40
10/06/2025	LGA1972 s111	Eugenia Skelly	Internal Audit	175.00
10/06/2025		Nicko King	Storage containers	3094.00
10/06/2025		Ron Stern	Frame	62.55
23/06/2025		Nicko King	Storage containers	519.00
23/06/2025	Public Health Act 1936 s234	First Rescue	Defibrillator pads	77.94
30/06/2025	LGA1972 s111	Unity Trust Bank	Service Charge	6.00
Total				4733.56
July				
31/07/2025	LGA 1972 s112	Staff	Locum Clerk (fee is excluding taxes)	435.03
08/07/2025	LGA1972 s111	Staff	Clerk expenses	38.60
08/07/2025	LGA1972 s111	Gallagher	Insurance renewal	854.66
08/07/2025	LGA1972 s111	Arthur Smith-Fitchett	Microsoft 365 for the Council laptop	84.99
Total				1413.28

- b) **Bank Reconciliation:** The Council agreed the bank reconciliation from 30/6/25. See Attachment 1.
- c) **Purchase Card:** The Council resolved to proceed with a purchase card with the following limits: £200 per transaction and £300 per month.

25/30: Bonfire Night:

PS has spoken to the Bat and Ball. They are happy to provide staff free of charge and provide beer and drinks at the village hall at no charge.

The PC is happy to make a contribution to the food.

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The Parish Council would like, if there are excess funds at end of event, for them to be donated to a village cause.

The following ideas were discussed:

Ticketing/pricing
Advertising
Staffing

The Council would like this on the September agenda.

25/31: Consultation on proposed Oxford Congestion Charge for Cars: The Council resolved to oppose the Oxford Congestion Charge for Cars. ASF will draft a response on behalf of the Parish Council for the Clerk to send.

The Council would like to make residents aware of this in the next newsletter.

25/32: .gov.uk: The Council resolved to defer this project to the commencement date of the new clerk.

25/33: Parish Councillors' Reports:

There will be a defibrillator awareness course on the 2nd of August. The Parish Council is happy to cover the cost of the Village Hall.

If any councillor would like their information removed from the newsletter, please inform the Chairman.

ASF reported fly tipping incidents with Biffa.

The Council confirmed the date of the next meeting as the 2nd September 2025.

The meeting closed at 20:47

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Attachment 1:

Bank Reconciliation as of 30/6/25

	Date		Date	
	1st June 2025		30th June 2025	
	Unity Current Account			14826.50
	Cheque no			
minus	payments not cashed			
equ	balance C/F			14826.50

Opening Balance	12659.75
Add receipts for period	9043.07
Less payments for period	6876.32
Equ closing balance	14826.50