

# **CUDDESDON AND DENTON PARISH COUNCIL MEETING**

7th May 2024 in the Village Hall

|            |                         |     |
|------------|-------------------------|-----|
| Present:   | Chris Luke (Chairman)   | CL  |
|            | Evie Bennett            | EB  |
|            | Stuart Flockton         | SF  |
|            | Philip Spinks           | PS  |
|            | Louisa Vincent          | LV  |
|            | Mike Mount (Clerk)      | MM  |
| Apologies: | Robin Baylie            | RB  |
|            | Arthur Smith-Fitchett   | ASF |
|            | Tim Bearder (OCC)       | TB  |
|            | Sam James-Lawrie (SODC) | SJL |

## **29 ELECTION OF CHAIRMAN**

SF proposed and PS seconded that CL should be Chairman. He was unanimously elected.

## **30 DECLARATIONS OF INTEREST**

There were no new declarations of interest.

## **31 PUBLIC COMMENTS**

Concern was expressed at the amount of fly tipping and that OCC continued to charge for accepting some rubbish at their recycling centres.

## **32 COMMUNITY ORCHARD**

- The solicitor had not progressed the lease contract.
- The Orchard Group had produced a Safeguarding Policy and Safety Policy Statement and these were accepted. It was agreed that the Volunteer Policy would only refer to the Orchard.
- The Risk Assessment for insurance purposes was being prepared.

## **33 SALE OF THE BAT AND BALL**

- SODC needed to be told by 7th June if the community would bid for the pub since it was an asset of community value.
- A village meeting was being held shortly to discuss this.
- A final decision on bidding for the pub would be made at the next parish council meeting.

## **34 APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting were approved.

## 35 MATTERS ARISING

### 35.1 Traffic Calming

- OCC had confirmed that the cost of speed gates would be about £3,400. It was agreed not to go ahead with these.
- It was agreed that monitoring the traffic speed on the three roads into Cuddesdon should be investigated. **Action: MM**

### 35.2 Goal Frames

New sockets would need to be installed for the second goal because one of the existing posts had rusted into its socket. **Action: MM**

### 35.3 Potholes in Passing Places and Laybys Near Coombe Wood

David Keene would be approached again about repairing these. **Action: MM**

### 35.4 Discouraging Fly Tipping

- OCC had said that they would install some signs but it was agreed that the Parish Council would buy four signs as well. **Action: MM**
- The use of cameras would be investigated. **Action: PS**
- The use of camera data as evidence would be investigated. **Action: MM**

### 35.5 Planting trees in the High Street

It was agreed that OCC would be encouraged to plant the additional trees they had previously proposed for the High Street. **Action: MM**

### 35.6 Rotten Trees on Cuddesdon Green

Quotes would be obtained for removal of the trees. **Action: PS, MM**

## 36 ANNUAL MEETING BUSINESS

- 36.1 It was agreed that the standing orders required no changes.
- 36.2 It was agreed that the financial regulations required no changes.
- 36.3 It was agreed that the risk assessment required no changes.
- 36.4 It was agreed that the insurance cover was satisfactory.
- 36.5 It was agreed that the freedom of information procedures required no changes.
- 36.6 It was agreed that the website access required no changes.
- 36.7 It was agreed that the internal controls required no changes.
- 36.8 It was agreed that the GDPR policy required no changes.
- 36.9 There were no current declarations of interest.
- 36.10 Membership of other bodies:
- CL: A member of the fete committee
  - ASF: A trustee of the village charity
  - LV, PS: Directors of the Dove House Park Management Committee
  - PS: A member of the Friends of All Saints
- 36.11 It was agreed that the meetings for the coming year would normally be at 7.30pm in the village hall on the first Tuesday of each month except August.

## 37 FINANCE

### 37.1 Payments

|                    |                       |         |
|--------------------|-----------------------|---------|
| Shield Maintenance | Dog bin emptying      | £10.39  |
| Landscape Group    | Grass cutting - April | £466.02 |

Shield Maintenance were increasing their monthly charge by £0.55.

### 37.2 Receipts

|      |                       |           |
|------|-----------------------|-----------|
| SODC | First half of precept | £4,400.00 |
| OCC  | Grass cutting grant   | £554.73   |

### 37.3 Cashbook

The end of year cashbook was presented.

### 37.4 Approval of the Financial Documents

- a) The annual accounts were approved, including the asset register.
- b) The certificate of exemption from an external audit was approved.
- c) The annual governance statement of the annual return was approved.
- d) The accounting statements of the annual return were approved.
- e) It was agreed that the period during which the public would have the right to view the Parish Council's financial documents would be from 3rd June to 12th July.
- f) The annual bank reconciliation was approved.
- g) The annual return variances were approved.
- h) The annual budget was approved.
- i) The annual CIL report was approved. The remaining £216.33 had to be spent by November 2026.

## 38 CLERK'S BUSINESS

Another request had been made for vans not to be parked at Cuddesdon Green. It was agreed to ask RB about this.

**Action: MM**

## 39 RECRUITING A NEW PARISH CLERK

Following MM's decision to resign as Parish Clerk, various recruitment documents were considered and it was agreed that the salary and hours would not be included at present, and the job description would be made briefer.

Approved by: **Chris Luke**      **Chairman**  
**Mike Mount**      **Clerk**