

# Ardington and Lockinge Parish Council

## Minutes of the Meeting for Ardington and Lockinge Parish Council

Held 9<sup>th</sup> January 2024, 8:00pm at the Loyd-Lindsay Rooms

Attendees	
Hugh Roberts (HR)	Chairman
Derek Morrow (DM)	Councillor
Jo Noble (JN)	Councillor
Nicky Hancock (NH)	Councillor
John Hedgecock (JH)	Councillor
Ron East (RE)	Councillor
Sarah James (SJ)	District Councillor
Jane Humphreys (JAH)	Parish Clerk
Ardington & Lockinge Residents	4

1..	<b>Apologies</b> None	<b>Actions</b>
2.	<b>Requests for Dispensations, Declarations of Interest, gifts and hospitality</b> None	
3.	<b>Reports</b> Sarah James referenced the Joint Local Plan consultation for the South & Vale which is in its 2 <sup>nd</sup> consultation phase. The process is lengthy with a lot of detail available on the district council website. The local plan will be relevant for the development of a Neighbourhood Plan. <a href="https://www.whitehorsedc.gov.uk">Agenda for Cabinet on Friday, 1 December 2023, 10.30 am (whitehorsedc.gov.uk)</a>	
4.	<b>Minutes of the Council Meeting held on 7<sup>th</sup> November 2023</b> The minutes were approved by Councillors and signed by the Chairman	
5.	<b>Update on progress from the previous minutes</b> – JAH confirmed that the actions from the previous meeting had been completed. The estate had placed logs at the side of the road to discourage fly tipping without input from the council, which was much appreciated. the Clerk's Report was discussed in brief particularly the issue of the insurance/maintenance of the war memorials. The insurance invoices for the Lockinge war memorial remain unpaid for prior years and the council will be applying to the CBPT for a grant to cover this expenditure.	
6.	<b>Neighbourhood Plan</b> – a report on the progress of the Neighbourhood Plan was circulated prior to the meeting. Gary Proudfoot was in attendance to give a verbal update. The new steering group has met on a fortnightly basis and has now applied for designated area status which is the same as the boundaries of both parishes. The steering group has already completed an audit of the villages. The next phase is to consider funding requirements and to start communication with residents and local businesses. A draft communication has been distributed. Gary confirmed that the steering group would be reviewing their position in relation to the Joint Local Plan. Gary confirmed that the Neighbourhood Plan has a different legal status, must be taken into consideration when reviewing planning applications and should be refreshed on a 5 yearly basis. Gary confirmed that Julian Sayers is actively involved in the steering group as a contributor to the Neighbourhood Plan development. Other businesses will also be consulted during the plan development. DM requested volunteers to distribute Neighbourhood Plan leaflets and a Lockinge resident volunteered to assist.	<b>Action DM</b> – to contact volunteer for leaflet distribution in Lockinge
7.	<b>CampSoul</b> – the return of CampSoul to Ardington over the 2024 August bank holiday weekend was discussed. The Chair confirmed that no negative feedback had been received by the parish council after the event in August 2023. A representative from	

Chairman's Signature: .....

Date: .....

	<p>Ardington House was present at the meeting and expressed concern that the return of CampSoul in 2024 would be disruptive for their wedding booking over the bank holiday weekend. The Chairman confirmed that permission to hold the event was a district council matter, and the parish council would not have any influence over the decision. SJ confirmed that the organisers of CampSoul need only apply for a TEN (Temporary Event Notice) a short time before the event itself and the TEN could only be refused if either the police or environmental health had concerns about the event. The council recommended that Ardington House negotiate with the organisers of CampSoul to find a way of minimising the disruption for their wedding booking. Councillors did comment that the organisers of CampSoul need to improve their communication with local residents and organisations potentially affected by the event.</p>	<p>Action HR: to discuss CampSoul plan for 2024 with A&amp;L Sports Club.</p>																		
8.	<p><b>OCC Grass Cutting Agreement</b> – additional documents had been supplied with respect to the grass cutting agreement that had been sent to the parish council. The grass cutting agreement was signed by the Chair. A local resident agreed with the reduction in grass cutting to improve biodiversity but commented that any habitats created would be destroyed by subsequent grass cutting. DM agreed to review the grass cutting schedule.</p>	<p>Action JAH: to forward the signed grass cutting agreement.</p> <p>Action DM: to review grass cutting plans</p>																		
9.	<p><b>Application for new website address: <a href="http://ardingtonandlockingepc.gov.uk">ardingtonandlockingepc.gov.uk</a></b> All agreed to apply for the domain name as shown above which will be used with the existing web hosting.</p>	<p>Action JAH: Forward completed domain name application</p>																		
10.	<p><b>Finance Resolutions</b></p> <ol style="list-style-type: none"> <li><b>Bank Statement</b> – the bank statement to 31<sup>st</sup> December 2023 was circulated to councillors prior to the meeting and acknowledged at the meeting.</li> <li><b>Payments &amp; Receipts</b> – the P&amp;R report to 31<sup>st</sup> December 2023 was agreed and signed.</li> <li><b>2023 Budget</b> – the estimated remaining expenditure to the end of the year was discussed. It was considered that all budgeted expenditure would most likely be required therefore leaving a modest balance of approximately £700 in the bank account at the end of the financial year. A resident asked concerning grants available to parish councils and JAH confirmed that all possible grants would be explored.</li> <li><b>2024 -25 Budget &amp; Precept</b> - the proposal to increase the parish council precept to £17,315 for 2024-25 was discussed. A nominal additional amount of £250 to support the work of the Neighbourhood Plan Steering Group was considered to be more suitable resulting in an agreed precept of <b>£17,565</b>.</li> <li><b>Invoices for payment or payments made:</b> the payments shown below were approved.</li> <li><b>Internal Auditor</b> – the engagement of Jane Olds as internal auditor for the parish council was approved for the 2023/24 accounts and her engagement letter was signed.</li> </ol> <table border="1"> <thead> <tr> <th>Supplier</th><th>Description</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Microsoft</td><td>Upgrade PC laptop to Microsoft 365</td><td>£59.99</td></tr> <tr> <td>Hugo Fox</td><td>INV-3602 Website hosting</td><td>£11.99</td></tr> <tr> <td>Daniel Kerr</td><td>NOV0000161 Work on street lights</td><td>£275.50</td></tr> <tr> <td>Daniel Kerr</td><td>DEC0000185 Work on street lights</td><td>£170.00</td></tr> <tr> <td>Daniel Kerr</td><td>DEC0000186 Work on street lights</td><td>£39.50</td></tr> </tbody> </table>	Supplier	Description	Amount	Microsoft	Upgrade PC laptop to Microsoft 365	£59.99	Hugo Fox	INV-3602 Website hosting	£11.99	Daniel Kerr	NOV0000161 Work on street lights	£275.50	Daniel Kerr	DEC0000185 Work on street lights	£170.00	Daniel Kerr	DEC0000186 Work on street lights	£39.50	
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		PAID in error – work on DM's house to be recovered		
	Daniel Kerr	DEC0000191 Work on street lights	£97.35	
	Jason Woodage	November 23	£250	
	Lockinge Trust	0000007779 War memorial insurance 2023	£190.37	
	Lockinge Trust	0000006516 War memorial insurance 2022	£120.79	
	Lockinge Trust	0000004684 War memorial insurance 2021	£100.71	
	Derek Morrow expenses	Street light refurbishment materials	£61.79	
11.	<b>Planning Applications</b> – a summary of recent planning applications for Ardington was circulated prior to the meeting. No new planning applications for Lockinge were returned by a search of the Vale database. A discussion was held on the planning application from Thames Water P23/V2559/FUL – Temporary clay compaction trial. It was noted that a local resident and member of the Neighbourhood Plan Steering Group might be able to assist in challenging planning applications in relation to the reservoir development. SJ confirmed that the district council and the county council are both opposed to the reservoir development and expressed concerns about the lack of technical detail. SJ recommended contacting GARD to offer support to oppose the development.			
12.	<b>Parish Matters</b> <ol style="list-style-type: none"> <li><b>Playground</b> - DM had reviewed the Sylva Wood Centre website with the potential of asking them to carry out the necessary repairs. JN confirmed that Morgan Charles at the Sylva Wood Centre had expressed an interest in carrying out the playground repairs. DM/JN to contact Morgan Charles to progress request for quotation.</li> <li><b>Defibrillators</b> - all reported to be working correctly.</li> <li><b>Street Lighting</b> – the work on the street lights is ongoing and as street lights fail, they will be refurbished.</li> <li><b>Ardington Noticeboard</b> – a quotation was received from The Sylva Wood Centre (Morgan Charles) for £4,200 (not VAT registered). A grant has now been approved by the CBPT to complete this work therefore the quotation can be accepted.</li> </ol>			Action DM/JN: to contact Sylva Wood Centre wrt playground repairs.  Action JN – to progress with Morgan Charles
13.	<b>Matters arising from comments by Councillors at this Meeting &amp; AOB</b> DM commented that there have been several power cuts in the villages in recent months. DM also confirmed again that the salt bins have been checked and are ready for winter. The issue of flooding in the parishes was discussed. Ron East notified the council that he will be stepping down as councillor with immediate effect. The Chairman thanked Ron for his service to the council over many years and expressed the hope that he would be able to continue contributing to the development of the Neighbourhood Plan.			
14.	<b>Choice of items for inclusion in Trumpeter and on Facebook</b> – the Neighbourhood Plan questionnaire to be added to the PC's website, Facebook page and noticeboards.			Action JAH
15.	<b>Date of next Meeting:</b> The parish council meeting dates for 2024 will be the first Tuesday of every other month apart from in January and June. The meeting dates will be 5 <sup>th</sup> March, 14 <sup>th</sup> May, 2 <sup>nd</sup> July, 3 <sup>rd</sup> September and 5 <sup>th</sup> November.			