

MOULSFORD PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
14th APRIL 2021, AT 7:30pm BY ZOOM VIDEO CONFERENCE

PRESENT: Cllr Baker
Mr Mansford (PMC Chair)
Five members of the public

Cllr Bryan (Chair)
Cllr Simpson SODC

Cllr Elvy (Vice Chair)
Mr G. Twibell (Parish Clerk)

		<u>Action</u>
1.	<u>Apologies For Absence</u> Cllr Partridge, Cllr Sachse	
2.	<u>Declarations Of Interest</u> Cllr Baker declared an interest in planning application P21/S1011/HH which her own property borders. She will not vote on this matter.	
3.	<u>Minutes Of The Previous Meeting</u> Cllr Elvy proposed that the minutes of the meeting on 10th March, 2021, be signed by the chair as a true record. Seconded by Cllr Baker.	
4.	<u>Reports From District and County Council</u> <ul style="list-style-type: none"> • Cllr Simpson reported on progress of the judicial review of the local plan. The local Bioabundance community interest company had intervened in the process and a hearing is due to decide further progress. • Cllr Simpson reported a new planning application for the speculative development of 350 houses off Papist Way, Cholsey, which goes against both the Cholsey neighbourhood plan and the local plan. • A member of the public queried with Cllr Simpson a)The restoration of faded road safety markings along the A329 and b)The possible creation of a new footway between the crossroads and the Sowberry community. Both are within the powers of Oxfordshire County Council highways with whom both issues have been raised, but no response has been forthcoming. When a new county councillor is elected these matters will be referred to them. • Cllr Simpson mentioned a project by SODC to catalogue the land which it owns. 	Clerk
5.	<u>Planning Applications and Enforcement Cases</u> <i>New and changed only.</i> P21/S1011/HH Barn Cottage, Willow Court Lane, Moulsoford, OX10 9HZ Erection of part width double storey extension, and single storey extensions. Creating a new ground floor dining/family room with boot room/WC, a first-floor bathroom and bedroom. MPC Considering. SODC Considering. Deadline 28th April P21/S1147/HH Laburnham Cottage, The Street, Moulsoford, OX10 9JD Single storey timber orangery to replace existing extension. MPC Considering. SODC Considering. Deadline 23rd April. All comments and feedback to the clerk who will consolidate and respond.	Clerk
6.	<u>Local Response To The Covid-19 Crisis (C-19)</u> <ul style="list-style-type: none"> • Cllr Sachse reported that the support network was still in place and active but there remained a low level of demand. 	
7.	<u>Matters From The Floor</u> <ul style="list-style-type: none"> • Cllr Elvy summarised events since the Beetle and Wedge (B&W) discussion under matters from the floor at the last meeting. She advised a further site meeting had taken place with the B&W owners, herself, Cllr Bryan and the clerk. Despite initially sharing a title deed which was later acknowledged to be incorrect the B&W still claim title to the land. A member of the public mentioned a letter from and subsequent conversation with OCC Highways during which it was clearly stated highways always take precedence over title to/ownership of land. While landowners may assert title, there is nothing they can do to prevent public access to and use of highways. • There was further discussion around parking and signage suggestive of private areas which may discourage legitimate public use. That said, it was acknowledged that the owners had not attempted to limit use of the Thames Path National Trail which passes over their land. 	

	<ul style="list-style-type: none"> • A member of the public queried why after 15 years of unchallenged and friendly coexistence of business and public on the highway, why the problem had suddenly materialised following a change in ownership? If the new owners accepted the situation as it was before, then the village would surely be equally supportive of the business and its use of the highway. • A member of the public further pointed out that while the owners had consulted with South Stoke village over the reinstatement of a ferry service, there had been no such open consultation with Moulsoford. They had taken control of the process. • A member of the public observed that a planning application to alter and extend the Boathouse restaurant had been challenged by OCC Highways for infringing its land. The application had been subsequently amended to remove this infringement. Surely this was acknowledgement of OCC Highways rights over the land, otherwise why comply with the challenge? • Given the various bodies concerned - OCC Highways, the Environment Agency etc. - the clerk had sought advice on what part the parish council could usefully play in ongoing discussions. A reply is awaited. 	Clerk
8.	<p><u>Actions From Previous Minutes</u></p> <p>Completed:</p> <ul style="list-style-type: none"> • Joint heads of committees meeting now taken place • North Road/Meadow Close conifers. While there is a kerb, it appears to be nothing more than a dirt surface beyond, not a sealed surface footway. • OALC membership renewed. <p>Continuing:</p> <ul style="list-style-type: none"> • Cllr Baker has requested Halfpenny Lane road accident details from TV Police. • Impact of light on bat populations being investigated. Ongoing. • Clerk is pursuing OCC Highways over refreshing road markings in the village. • Clerk is progressing a site meeting with the OCC gypsy and traveller team. New photography is required as the Google Earth image is out of date. • The clerk to investigate repairs to some village benches. A new handyman is being sought. A Moulsoford News advertiser was suggested. Clerk to follow up. • Maintenance of the cricket square to be raised at the Cranford School meeting, most probably by Zoom. • Beetle and Wedge Moorings enquiry with environment agency. Reply awaited. • Highways enquiries with OCC. Replies awaited. • Clerk investigating new charges for sewage disposal in light of new works. • Consensus sought on neighbourhood plan viability. • Moulsoford News articles on the Huhudi Partnership and the Bioabundance challenge to the local plan are still awaited. 	<p>Cllr Baker Cllr Baker Clerk</p> <p>Clerk</p> <p>Clerk Cllrs Bryan/Elvy Clerk Clerk Clerk All</p>
9.	<p><u>Pavilion Management Committee (PMC) Update.</u></p> <ul style="list-style-type: none"> • Mr Mansford reported the most recent meeting of the committee on 17th March had agreed to reopen the building strictly within Covid guidelines. The first event, local elections on the 6th May, was now booked. • All previous hirers are being contacted and contracts are being reinstated. New marketing is underway and bookings are already being received. 	Mr Mansford
10	<p><u>Moulsoford Events Committee (MEC) Update</u></p> <ul style="list-style-type: none"> • Cllr Elvy reported a very positive events meeting. A member of the public reported good progress with resuming Friday evening events and a sub-committee has been formed. Under Covid regulations it is possible to run such an event on a business footing and it is hoped to run something from 21st May onwards. Cllr Baker observed that holding such events will be good experience for the committee going forward as it is likely that some Covid measures may well remain in place for the rest of the year. 	
11.	<p><u>Playground And Recreation Ground Maintenance/Upkeep</u></p> <ul style="list-style-type: none"> • Cllr Baker reported a meeting of the working group on 6th April, to be followed by a site walk-around on 27th April. • Lighting may not be an issue for a potential Christmas tree as affordable off-grid solutions were available. • A plan for work parties is under way. • Cricket shed removal is progressing. A member of the public queried whether the vacant site could be used as an added play feature, however a concrete base may complicate re-use. • Options for repairs to and extending the life of the existing playground equipment 	

	are being considered. This will include replacement of the slide edging and new buffers on the see-saw.	Cllr Baker
12	<p><u>Reports/Correspondence/Other Matters.</u> From the clerk:</p> <ul style="list-style-type: none"> • Raised the need to plan the annual parish council meeting (APCM) and the annual parish meeting of electors (APM) to be held before 1st June. With the ending on 7th May of legislation allowing virtual meetings, any in-person meetings will need to be after 17th May, Covid safe and comply with distancing and PPE policies. After some discussion it was agreed to hold both as in-person meetings. The clerk will circulate current advice on holding such meetings. • Had submitted new information in support of the council's position to the planning inspectorate for application P20/S2071/FUL. • Cranford School had kindly made a £500 donation towards the recreation ground project upon receipt of unwanted cricket ground equipment. • The first instalment of the precept from SODC had been received on 7th April. • The council's Zoom licence had been converted to a yearly plan, saving 20%. • An enquiry from an exercise coach wanting to use the recreation ground for classes will be responded to. 	Clerk Clerk
13.	<p><u>RFO's Report/Budget</u></p> <ul style="list-style-type: none"> • The numeric and narrative financial reports for the period to 31st March, 2021 and an updated draft 2020/21 budget were submitted and are attached herewith. • There were two receipts during the period of 2 x 0.05p bank interest, while payments were £32.26 for stationery, £36.00 for CPRE membership, £67.00 for SLCC membership, £1,250 for the landscape architects' work, £128.34 for Zoom, Web and email hosting, £539.20 in clerk's salary, £134.80 for clerk's PAYE • Imminent payments include the clerk's salary and PAYE, OALC membership, and £146.16 for OALC membership. • Currently the council holds £6,776.20 in allocated reserves, £6,084.30 in unallocated reserves and £511.83 in its current account. • Comments and observations on the draft budget to be received by 16th April please. 	All
14.	<p><u>Other Business</u></p> <ul style="list-style-type: none"> • Cllr Sachse questioned if the time was right to begin charging once again for Moulsoford News advertising space. The council agreed that charging should resume on 1st June to coincide with businesses resuming. • Cllr Bryan queried what measures may be needed pending the clerk's imminent hospitalisation. Clerk will advise upon completion of pre-op tests. • Cllr Elvy queried progress on a report of loose paving slabs along the Thames Path. Clerk is chasing, along with other maintenance and signage matters. • Cllr Elvy had agreed to represent the parish council at an upcoming meeting with planning over the gas-fired power plant across the river. Clerk to query progress with South Stoke Parish Council. • Cllr Baker queried the mowing of grass at the wildflower meadow. Clerk will contact Moulsoford School to arrange for cutting this year. • Clerk to arrange Zoom meeting for Monday 26th to discuss river access. 	Cllr Sachse Clerk Clerk Clerk Clerk
15.	<p><u>Date Of Next Meeting</u></p> <ul style="list-style-type: none"> • Next scheduled meeting (the annual parish council meeting) to be decided when Covid rules on in-person meetings allow. Clerk TBA. • The meeting closed at 9:54pm. <p>Signed: Dated:</p>	Clerk

Payments, receipts and balances for the period to 31st March 2021, together with updated bank balances are shown below.

Transactions (since previous meeting)	Bank Transfers	Receipts	Payments (inc. VAT)	
Viking (Stationery)			£32.26	
Membership CPRE			£36.00	
Membership SLCC			£67.00	
ASA Landscape Architects			£1,250.00	
Zoom/Web/Email hosting			£128.34	
Clerk's Salary			£539.20	
PAYE			£134.80	
OALC Membership			£146.16	
Bank Interest		£0.10		
	Total	£0.10	£2,333.76	

	Current	Projects	Deposit	Total
Cash At Bank on 31st Mar, 2021	£511.83	£6,776.20	£6084.30	£15,666.67

Cash At Bank (Previous Meeting)	£1,381.17	£8,201.20	£6,084.30	£16,220.58
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- 1) A bank reconciliation performed on 31st March confirms that the account balances as shown on the bank statements align with the balances shown in the council's accounting system, once all issued cheques have been presented and cleared.
- 2) The projects account balance reflects a payment of £1,250 on 15th March to ASA landscape architects.
- 3) The council must now prepare its accounts for inspection by the internal auditor.

Moulshord Parish Council Budget 2021/22																																			
INCOME	Detail	Actual 2019/20	Actual 2020/21	Predicted 2021/22	2021												2022			Total 2021/22	Variance Predicted/ Actual														
					Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar																			
					April 2021																														
Parish Council	Adjustments	0.00	0.00	0.00															0.00	0.00															
	Allocation Rent	0.00	0.00	35.00															0.00	35.00															
	Bank Interest Received	2.00	2.06	2.00															0.00	2.00															
	Events Committee Fundraising	0.00	0.00	500.00															0.00	500.00															
	Moulshord News Advertising	644.00	644.00	600.00															0.00	600.00															
	OCC Contribution To Grass verge cutting	383.04	383.04	383.04															0.00	383.04															
	Pavilion Lease	1.00	1.00	1.00															0.00	1.00															
	Precept	14,000.00	14,250.00	14,250.00										7,125.00					14,250.00	0.00															
	Other contributions, grants etc.																																		
	VAT Refunds	5473.36	0.00	400.00															0.00	400.00															
	Total Income	20,503.40	0.00	16,171.04	16,171.04	0.00	0.00	0.00	0.00	0.00	0.00	7,125.00	0.00	0.00	0.00	0.00	0.00	0.00	14,250.00	1,921.04															
EXPENDITURE																																			
Parish Council	Allocation lease/maintenance/water	60.00	0.00	0.00															0.00	0.00															
	Audit Fee	0.00	240.00	0.00															0.00	0.00															
	Churchyard Maintenance	200.00	200.00	200.00															0.00	200.00															
	Clerks Salary	2,156.80	2,156.80	2,300.80															0.00	2,300.80															
	Clerk's Paye		539.20	600.00															0.00	600.00															
	Contributions	125.00	125.00	150.00															0.00	150.00															
	Election Services	0.00	0.00	0.00															0.00	0.00															
	Domain/Web Site/Email/Zoom (Pety Cash)	0.00	134.34	300.00															0.00	300.00															
	Highways Maintenance	450.00	373.50	850.00															0.00	850.00															
	Parish Council Insurance	1,353.28	1,392.38	1,400.00															0.00	1,400.00															
	Memberships	115.81	223.00	200.00															0.00	200.00															
	Payroll Services	64.00	0.00	70.00															0.00	70.00															
	Payroll Services	62.47	189.31	150.00															0.00	150.00															
	Payroll Cash		7.00	0.00															0.00	-7.00															
	Bank Charges		7.00	0.00															0.00	0.00															
	PWL B Mortgage	3,908.82	3,908.82	3,908.82										1,954.41					3,908.82	0.00															
	Stationery	200.00	32.26	200.00															0.00	200.00															
	Subscriptions & Licences	205.60	225.00	225.00															0.00	225.00															
	Training	85.00	30.00	200.00															0.00	200.00															
			0.00	0.00															0.00	0.00															
Pavilion	Pavilion Maintenance/Contingency		600.00	1,000.00															0.00	1,000.00															
			0.00	0.00															0.00	0.00															
Rec Ground	Dog Bins	41.44	525.82	165.76															0.00	165.76															
	Grounds Maintenance (Hedges/Willow/Grass/SF)	1,605.00	930.50	1,750.00															0.00	1,750.00															
	Playground Maintenance	65.00	81.00	100.00															0.00	100.00															
			0.00	0.00															0.00	0.00															
Projects (reserves)	Ferry Lane resurfacing		0.00	4,000.00															0.00	4,000.00															
	Playground/Recreation Ground Refresh		1,425.00	4,000.00															0.00	4,000.00															
	Driveway Lighting Revisions		0.00	1,000.00															0.00	1,000.00															
Small Projects			0.00																0.00	0.00															
			0.00																0.00	0.00															
			0.00																0.00	0.00															
			0.00																0.00	0.00															
	sub total of projects	10,698.22	12,738.93	13,770.38	1,954.41	0.00	0.00	0.00	0.00	0.00	0.00	1,954.41	0.00	0.00	0.00	0.00	0.00	3,908.82	9,861.56																
	Total Expenditure																																		