

**MOULSFORD PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
13th MARCH 2019, AT 8:00pm IN THE PAVILION, MOULSFORD**

PRESENT: Cllr Powell (Chair)
Mrs Elvy

Cllr Bemis
Mrs Sachse

Cllr Wilkins
Mr G Twibell (Parish Clerk)

1.	<u>Apologies For Absence</u> Cllr Hayward, Cllr Stickings, Cllr Murphy (SODC)	
2.	<u>Declarations Of Interest</u> None.	
3.	<u>Minutes Of The Previous Meeting</u> Cllr Bemis proposed that the minutes of the meeting on 13 th February 2019 be signed by the chair as a true record. Seconded by Cllr Wilkins. Cllr Wilkins asked that it be noted that since the meeting on the 13 th February the damp (item 8.4 in the minutes) had subsequently proved to be a leak in the roof and not from pipes.	
4.	<u>Reports From District and County Councils</u> • None	
5.	<u>Planning Applications and Enforcement</u> P19/S0077/HH Moulford Grange, Moulford, OX10 9JD Single storey standalone wooden summerhouse/garden office. MPC: No strong views. SODC: Under consideration. P19/S0423/FUL Moulford Preparatory School, Moulford, OX10 9HR Extension of time limit to existing permission for single temporary classroom. MPC: No strong views. SODC: Under consideration. P19/S0346/O Land N. of Moulford Manor, Willow Court Lane, OX10 9HU Erection of 4 dwellings with garaging. MPC: Object – statutory development plan, previous decisions. Application subsequently withdrawn. P19/S0039/O Greenlands Farm, Cow Lane, Moulford, OX10 9JT Cessation of scaffold use. Erection of new industrial building (B1c, B2 or B8). MPC: No Strong Views. SODC: Approved. P19/S0060/HH Karethia, 12 Glebe Close, Moulford, OX10 9JA Proposed two storey side extension. MPC: Object - overdevelopment. SODC: Approved.	
6.	<u>Matters from the Floor</u> • None.	
7.	<u>Actions From Previous Minutes</u> <u>Completed:</u> <ul style="list-style-type: none"> • Cllr Hayward has completed Badger Bank viewpoint seat refinishing. The meeting recorded its thanks for his voluntary effort on this bench that is noted as not Parish Council asset. • Clerk had investigated insurance cover for pavilion roof leak, but leaks are excluded by a specific disclaimer in the policy. • Pavilion driveway contract awarded to Drayton Construction and work under way, in consultation with MEC over existing bookings. More details in item 10 below. • Clerk has rejoined SLCC and subsequently attended an RFO course locally run by the OALC. <u>Ongoing:</u> <ul style="list-style-type: none"> • Cllr Gray to arrange OCC highways site meeting in Ferry Lane and in Underhill to review resurfacing and roadside parking respectively. • Maintain a watching brief on the sewage treatment plant (STP) timings, on the awaited reissued SODC allotment land lease, and on any new rental invoices. • The clerk had difficulty arriving at an accurate hours per week figure given the nature of the job and the future of the RFO role. Accordingly referred to SLCC recommended minimum hours with an adjustment if necessary. Cllr Powell comparing job profiles against spec. and to discuss with treasurer. • Cllr Hayward soliciting information to support ongoing access efforts. • Pavilion driveway work now under way but additional bollards and lighting will raise the final cost to approximately £26,842 (see item 10 below). 	Cllr Gray Clerk Cllr Powell Cllr Hayward

	<ul style="list-style-type: none"> • Cllr Stickings had temporarily closed the Castle Water allotment supply account pending STP works and reinstatement of supply. Clerk to advise if and when any further invoices received. • Cllr Powell progressing new web site set up but must migrate existing data to new provider template as there was not a costed option available. • Cllr Powell creating Ann Packer bio with photograph in consultation with Mrs Kerr for pavilion. 	<p>Clerk Cllr Powell Cllr Powell</p>
8.	<p><u>Pavilion Management Committee (PMC) Update</u></p> <ul style="list-style-type: none"> • Hire charges increasing from 1st April. Village bookings an extra £1 per hour. Other bookings an extra £2 per hour. • Bookings for January, February and March strong. • Masterplan of compliances now agreed and will be issued shortly. • The roof above the kitchen continues to leak. Repairs are the responsibility of MPC. Cllr Bemis recommended local firm Longpine Maintenance. Clerk to contact and request quote. • Suggested a separate hot tap lower to the floor for the cleaner's use. Was discussed but no action required. 	<p>Clerk</p>
9.	<p><u>Moulsford Events Committee (MEC) Update</u></p> <ul style="list-style-type: none"> • Camping night planned for the 5th July which this year will have more of a festival atmosphere with a live band, stalls and competitions. • One more winter social on Friday 5th April, with the season proper starting on 26th April through to September. 	
10.	<p><u>Pavilion Driveway Project</u></p> <ul style="list-style-type: none"> • Work now begun but price has risen to approximately £26,842 (Rev 4) following a revision to the scheme to add five further illuminated bollards which will require additional groundwork and electrical works. • Project to finish during March and contractor invoice has been requested to be submitted before the end of the month for VAT and cashflow purposes. • With the additional work associated with the five further bollards the contractor has planned for one extra day – a Saturday – to complete the job. • Cllr Powell reported that before starting and during work the contractor has been requested to minimise any works impact to the wildflower area. 	
11.	<p><u>Reports/Correspondence/Other Matters</u></p> <p>None.</p>	
12.	<p><u>Treasurer's Report/Budget</u></p> <ul style="list-style-type: none"> • Treasurer's report presented and attached. • Clerk reported on the availability of Scribe software, written expressly for smaller parish councils, which seemed to offer benefits over spreadsheets and other alternatives. Cllr Powell supportive and to discuss with Cllr Stickings upon her return. • With potentially an entirely new council from May, the clerk wondered if setting aside a small budget for councillor and clerk/RFO training – available from OALC and other organisations – might be worthwhile. This will be a matter for the new council nearer the start of the new financial year 2020/21. 	<p>Cllr Powell</p>
13.	<p><u>Other Business</u></p> <ul style="list-style-type: none"> • None. 	
14.	<p><u>Dates Of Next Meetings</u></p> <ul style="list-style-type: none"> • Next meeting Wednesday 24th April, 2019 at 8:00pm in the village pavilion. • The meeting closed at 9:03pm. <p>Signed: Dated:</p>	

**Moulsford Parish Council
Treasurer's Report 13th March 2019
Monthly Expenditure**

PARISH COUNCIL	Income	Payments	Balance
Instant Access Accounts b/f			16,384.48
<i>Business Deposit</i> no transaction	0.00	<u>0.00</u>	
Balance			<u>16,384.48</u>
<i>Business Current</i> no transactions	<u>0.00</u>		3,280.01
15-Feb Local Clerks Society - Subscription	1397	68.00	
15-Feb Castle Water - Final Account	1398	13.87	
Current Bank Balance		<u>81.87</u>	<u>3,198.14</u>
Present Balance Parish Council			<u>19,582.62</u>
Outstanding Income			
Current year VAT refund	298.04		
Outstanding Payments to year end			
Clerks Salary		414.98	
Church Maintenance		200.00	
Dog bins		39.29	
Payroll Services		64.00	
Allotment Rent		30.00	
Ann Paker Picture		200.00	
RFO Training		86.00	
Petty Cash		<u>40.00</u>	
		1,074.27	
Estimated bank balance			2,421.91
Estimated year end Parish Council			18,806.39
PROJECTS	Income	Payments	Sub Bal
Pavilion B/f no transaction			4,502.75
Pavilion balance			<u>4,502.75</u>
Playground B/f no transactions			1,316.23
Playground balance			<u>1,316.23</u>
Driveway Refurbishment B/F no transactions			6,897.50
Driveway balance			<u>6,897.50</u>
			<u>12,716.48</u>
Petty Cash b/f			-
Stationery	3	2.98	27.92
Balance			<u>24.94</u>
Present Balance of all Accounts			<u>32,299.10</u>
Estimated Funds Available			<u>31,522.87</u>

Note	Need to agree Churchyard Maintenance Subscription to OALC plan to pay 1st April Subscription to Community First plan to pay 1st April Parish Clerks Salary 2019/20	200.00 138.97 55.00
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