

MOULSFORD PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON THURSDAY
21st APRIL 2022, AT 7:30pm IN THE PAVILION, MOULSFORD

PRESENT: Cllr Elvy (Chair) Cllr Eagle Cllr Partridge
Cllr Powell Cllr Simpson (SODC) Mr. G. Twibell (clerk)
One member of the Public

1.	Apologies For Absence Cllr Baker. Cllr Murphy (SODC). Mr Mansford (PMC Chair).	
2.	Declarations of Interest. There were no declarations of interest.	
3.	Minutes of the Previous Meeting Cllr Partridge proposed that the minutes of the meeting held on 24 th March 2022, be signed by the Chair as a true record. Seconded by Cllr Eagle.	
4.	Reports from County and District Councils Cllr Simpson reported the following from South Oxfordshire District Council (SODC): <ul style="list-style-type: none"> • The council's response to the Ukraine crisis is progressing with accommodation and comprehensive safeguarding checks of potential hosts in South and Vale. The aim is to support guests in the quickest, safest way possible, and some have already arrived and are settled with their hosts. • Support payments of £200 per Ukranian national are part of home visits. • Queries over the scheme to http://www.oxfordshire.gov.uk/ukraine, by phone to 01865 966444 from 8.45am to 5.00pm weekdays or by email to ukraineresponse@oxfordshire.gov.uk • Tackling climate change and pandemic recovery are priorities for the Didcot Garden Town, including through better public transport. • A new climate change survey is underway at https://letstalk.oxfordshire.gov.uk/climate-change/survey_tools/survey14870 • A national street renaming consultation is underway at https://consult.communities.gov.uk/planning-reform-legislation/technical-consultation-on-street-naming/ • Clerk to reformat Cllr Simpson's Ukraine update and, now given approval, republish on the council's Web site. 	Clerk
5.	River Thames Public Access <ul style="list-style-type: none"> • Now an on-going legal process. More details from OCC when that is complete. 	
6.	Traffic and Parking <ul style="list-style-type: none"> • Problems concentrated in Ferry Lane, mostly around the T-junction where the road turns through ninety degrees to the right. • The new email address trafficandparking@moulsford-pc.org.uk now operational but no reports received as yet. • A second mailer will be distributed to residents. Clerk to draft, Cllr Elvy will deliver. The aim is to secure a meeting of two community representatives, two councillors and Mr Smith. • Email address for reporting issues to be added to village Web site, to the councillor listing in Moulsford News, and repeated in the council report for May. 	Clerk/Cllr Elvy Cllr Elvy/ Clerk
7.	Planning Applications and Enforcement Cases P22/S1135/HH Well Barn House, Moulsford, OX10 9JS Installation of photovoltaic panels on an area of land to the North East of the property to produce electricity for Wellbarn. MPC: No Strong views. SODC: Considering. P22/S0944/A Field Beside A329 (51'32'39"N 1'8'53"W), Moulsford, OX10 9JF Non illuminated freestanding sign mounted in field land. MPC: Refer to OCC Highways for road safety assessment. SODC: Considering. P22/S1080/HH Mead Cottage, Moulsford, OX10 9JD New first floor addition. MPC: Object. SODC: Considering.	

	<p><i>The clerk remained in the meeting but took no part in the discussion. A member of the public present answered councilors' questions. Cllr Elvy will write the response which is to be posted to the SODC planning portal.</i></p> <p>P22/S1029/DIS Cranford House School, Moulsoford, OX10 9HT Discharge of conditions 8 (Travel Plan) & 9 (Car Parking Strategy). While not a public consultation item, Cllr Baker had prepared a background note to the planning officer on matters of concern. Cllr Powell agreed to read over and forward to the planning officer.</p>	<p>Cllr Elvy</p> <p>Cllr Powell</p>
8.	<p><u>Matters From The Floor</u></p> <ul style="list-style-type: none"> • None. 	
9.	<p><u>Actions From Previous Minutes</u></p> <p>Completed:</p> <ul style="list-style-type: none"> • Cllr Partridge had an informal chat with the Beetle and Wedge owner on parking. • An application had been made to join the local placemaking plan pilot scheme. • Clerk circulated documents from the most recent Annual Parish Meeting in 2020. • Email address (trafficandparking@moulsoford-pc.org.uk) established. • Clerk relayed Mr Smith's email address to Cllr Partridge. • Cllr Powell provided information on updating the council's Web site (see below) and also discussed greater PMC involvement. • Clerk has set up Google analytics on the council Web site. <p>Continuing:</p> <ul style="list-style-type: none"> • The clerk had requested a River Thames sewage incident record from the Environment Agency but no response so far. To be chased. • Cllr Baker arranging a further liaison meeting with Cranford School. Traffic and parking issues to be raised. • Clerk is progressing quotes for pavilion roofing repairs. • Committee heads meeting to be arranged. • Cllr Baker pursuing cricket equipment disposal. • Cllr Eagle chasing a liaison meeting with Moulsoford School. Also, ask the school if able to support the council's new Web site initiative. 	<p>Clerk</p> <p>Cllr Baker Clerk Cllr Elvy Cllr Baker</p> <p>Cllr Eagle</p>
10.	<p><u>Pavilion Management Committee (PMC) Update.</u></p> <p>Mr Mansford provided a written summary, reporting:</p> <ul style="list-style-type: none"> • A loss of £808 for 2021/22, significantly better than the predicted £1,500. • 2022/23 budget set with planned £15,000 revenues and £14,012 operating costs. • Reserves of £7,706 held. • Cost increases offset by 8% hire increase, but exposed to utility cost increases. • Budgeting £7,500 income for April-September. £6,392 bookings already secured. • Operational needs being addressed including cleaning, risk assessments, maintenance, replacements etc. • The parish council agreed to meet the cost of water used during tree planting. 	
11.	<p><u>Moulsoford Events Committee (MEC) Update</u></p> <ul style="list-style-type: none"> • The Friday socials commence week beginning 22nd April. Food will be available most Fridays, either from external vendors or volunteers. • A new bank account is set up that will allow for card payments. • A sub-committee has been established for jubilee-related events. • A full calendar of jubilee events to be published in Moulsoford news. • The planned 'Moulsofest' food festival event is now cancelled. 	<p>Cllr Powell</p>
12.	<p><u>Playground/Recreation Ground Project</u></p> <ul style="list-style-type: none"> • Cllr Baker reported the initial tree planting was now completed, followed by a number of watering sessions – one coinciding with the easter egg hunt. • Work is under way with the tree surgeon to establish a regular volunteer group. • Tidying of remaining wood chippings and dead hedge material is to follow, together with more watering. • Dispersal of the redundant cricket equipment is progressing. • Make further contact with the landscape architect. 	<p>Cllr Baker Cllr Baker</p>
13.	<p><u>Reports/Correspondence/Other Matters.</u></p> <p>From Cllr Elvy:</p> <ul style="list-style-type: none"> • Requested the annual parish meeting (APM) be at 7:00pm on 26th May. Clerk to book the pavilion. 	<p>Clerk</p>

	<ul style="list-style-type: none"> • The APM this year to be more involving and more about future plans and less about historical achievements. Cllr Elvy to include in Moulsoford News report. • Topics to include the proposed new Web site (Cllr Powell), allotments (Cllr Partridge), the role and importance of new councillors (Cllr Eagle), CIL funding (Cllr Simpson), and the commemorative tapestry project (Church). • Clerk to solicit input from village organisations. • Requested the clerk to resend material from an earlier London Bridge briefing. • Agreed to write the council update for Moulsoford News. <p>From Cllr Powell:</p> <ul style="list-style-type: none"> • Reported Mrs Reynolds was sourcing 50 jubilee mugs for children in the village. Clerk to buy in order VAT can be reclaimed. <p>From the Clerk:</p> <ul style="list-style-type: none"> • Quotes for pavilion repainting work were discussed and start from £3,600 plus the cost of working-at-height equipment hire and wood stain. The meeting was reminded that maintenance is a responsibility of PMC, not the parish council. However, some element of cost sharing may be appropriate, given the financial impact of the last two years. The parish council continues to accumulate a budget for pavilion repairs (currently standing at £1,800) but part or all of this will be required for roofing repairs. Cllr Eagle, the council's PMC representative to discuss with PMC. • SODC now appointed an estates manager to oversee the allotment lease. Solicitor advised and will contact. Cllr Partridge to look into reported dead tree on the site. • Reported the start of recreation ground grass cutting. The former cricket square now reintegrated into the whole. • Reported that the result of the placemaking plans process is due in the next week. • Insurance will cover temporary storage of donated clothing. PMC advised. • Reported that the planning refusal for the fossil-fuelled 'hybrid' energy scheme across the river had gone to appeal. Will restate to the planning inspectorate the council's original objection to the scheme. 	<p>Cllr Elvy</p> <p>All Clerk Clerk Cllr Elvy</p> <p>Clerk</p> <p>Cllr Eagle</p> <p>Cllr Partridge</p> <p>Clerk</p>
14.	<p><u>RFO's Report/Budget</u></p> <ul style="list-style-type: none"> • The RFO's report detailing transactions and balances up to 31st March was presented and is attached herewith. • The annual budget to 31st March was presented and is attached herewith. • Will prepare the annual accounts for presentation to the internal auditor with a view to council sign-off at the May meeting, prior to submission to the external auditor. • Reported a national 1.75% clerk's salary increase, back dated to 1st April 2021. This now took the salary to just above the government's minimum living wage figure. 	<p>Clerk</p>
15.	<p><u>Date Of Next Meeting</u></p> <ul style="list-style-type: none"> • Next meeting Thursday 19th May, 2022, 7:30pm, Moulsoford Pavilion. • Annual parish meeting Thursday 26th May 2022, 7:00pm, Moulsoford Pavilion. • The meeting closed at 9:42pm. <p>Signed: Dated:</p>	

RFO Report - 31st March, 2022

Payments and receipts for the period to 31st March, 2022, together with updated bank balances are shown below:

Transactions	Bank Transfers	Receipts	Payments (inc. VAT)	
Bank Interest		£0.02		
Moulsford News Advertising		£25.00		
SLCC Membership			£70.00	
IONOS Email			£132.82	
CPRE Membership			£36.00	
Dog Bin Emptying			£322.92	
Clerk's PAYE			£144.20	Note 1
Clerk's Salary			£576.98	Note 1
	Total	£25.02	£1282.92	

	Current	Projects	Deposit	Total
Cash At Bank on 1 st April, 2022	£1,923.41	£12,867.91	£2,334.92	£17,126.24*
Cash At Bank on 23rd March, 2022	£3,125.33	£12,867.91	£2,334.92	£18,328.16*

Earmarked Reserves:

Purpose	£s
Ferry Lane Resurfacing	£4,000.00
Pavilion Maintenance/Repairs	£1,200.00
Playground/Recreation Ground	£4,000.00

Notes:

1) This includes an adjusted payment following a nationally agreed increase in Clerk's salary of 1.75%, back dated to 1st April 2021.

*A bank reconciliation performed on 1st April confirms that the account balances as shown on the bank statements align with the balances shown in the council's accounting system. *NB - Cash At Bank reflects actual balances at the bank on the day of preparation. This may include payments recorded on this or the previous RFO report, but where cheques have not been presented.

INCOME	Detail	Actual 2019/20	Actual 2020/21	Predicted 2021/22	2021												Total 2021/22	Variance Predicted/ Actual		
					Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar				
Parish Council	Adjustments	0.00	0.00	0.00														0.00	0.00	
	Allocation Rent	0.00	0.00	0.00														0.00	0.00	
	Bank Interest Received	2.00	2.06	2.00	0.05	0.08	0.07	0.06	0.06	0.07	0.09	0.04	0.04	0.02	0.02	0.02	0.02	0.62	-1.38	
	Events Committee Fundraising	0.00	0.00	500.00															1,500.00	1,000.00
	Moulsoford News Advertising	644.00	0.00	600.00		16.50	90.00	45.00		5.00	50.50		108.00					340.00	260.00	
	OCC Contribution To Grass Verge cutting	383.04	383.04	383.04				383.04										383.04	0.00	
	Pavilion Lease	1.00	1.00	1.00														1.00	0.00	
	Precept	14,000.00	14,250.00	14,250.00						7,125.00								14,250.00	0.00	
	Other contributions, grants etc																		626.62	226.62
	VAT Refunds	5473.36	0.00	400.00															626.62	226.62
	Total Income		20,503.40		16,136.04	7,625.05	16.58	90.07	428.10	0.06	7,756.69	50.59	0.04	108.04	1,500.02	0.02	25.02	17,600.28	-1,464.24	
	EXPENDITURE	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										200.00				200.00	0.00
		Clerks Salary	2,156.80	2,156.80	2,300.80		539.20	539.20			539.20				539.20				576.98	-106.22
Clerk's Paye		539.20	539.20	600.00			134.80			134.80				134.80				144.20	548.60	-51.40
Contributions		125.00	125.00	150.00										150.00				150.00	0.00	
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														132.82	247.00	-53.00
Highways Maintenance		450.00	373.50	850.00														0.00	-850.00	
Parish Council Insurance		1,353.28	1,382.38	1,400.00															1,432.65	32.65
Memberships		115.81	223.00	200.00															106.00	-94.00
Payroll Services		64.00	0.00	70.00															76.80	6.80
Pety Cash		62.47	189.31	150.00															0.00	-160.00
Bank Charges			7.00	0.00															7.00	7.00
PWLB Mortgage		3,908.82	3,908.82	3,908.82															3,908.82	0.00
Refunds			500.00							400.00								400.00	-200.00	
Stationery	200.00	32.26	200.00															0.00	-200.00	
Subscriptions & Licences	205.60	225.00	500.00															459.78	-40.22	
Training	85.00	30.00	200.00															0.00	-200.00	
Pavilion			0.00															0.00	0.00	
	Pavilion Maintenance		0.00	150.00															137.12	-12.88
	Driveway Lighting Revisions		0.00	1,000.00		908.29				19.20								908.29	-91.71	
																			0.00	
Rec Ground	Dog Bins	41.44	525.82	1,000.00		161.46				322.92				322.92				1,453.14	453.14	
	Grounds Maintenance (Highway/Drillower/Gas/T	1,605.00	930.50	1,750.00			178.50			510.00								1,093.50	-656.50	
	Playground Maintenance	65.00	81.00	300.00		76.99												629.11	329.11	
Projects	Ferry Lane resurfacing		0.00	4,000.00														4,000.00	0.00	
	Playground/Recreation Ground Refresh		1,425.00	4,000.00														4,000.00	0.00	
	Pavilion Maintenance Contingency Fund		600.00	1,200.00														1,200.00	0.00	
Small Projects																				
	Total Expenditure	10,698.22	12,738.93	15,729.62	3,560.74	1,509.64	985.88	860.91	0.00	729.00	839.93	2,277.33	1,576.12	322.92	0.00	1,282.92	13,945.39	1,784.23		