

**MOULSFORD PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING HELD ON THURSDAY**  
**16<sup>th</sup> SEPTEMBER 2021, AT 7:30pm IN THE PAVILION MOULSFORD**

PRESENT: Cllr Elvy (Acting Chair) Cllr Baker Cllr Partridge  
 Mr Constable (Airband) Mr. G. Twibell (parish clerk) 11 members of the public

1.	<b><u>Election of chair</u></b> Following the resignation of previous chair Cllr Bryan, who was thanked for his two and a half years of public service, Cllr Baker proposed Cllr Elvy for chair, seconded by Cllr Partridge, and duly elected unanimously. Clerk to advise SODC democratic services.	<b><u>Action</u></b>  Clerk
2.	<b><u>Co-option of New Member</u></b> Mr. Eagle was proposed for co-option by Cllr Elvy and seconded by Cllr Baker, and unanimously agreed by the meeting. Clerk to advise SODC democratic services.	Clerk
3.	<b><u>Election of Vice Chair</u></b> Cllr Elvy proposed Cllr Baker as vice chair, seconded by Cllr Partridge, unanimously agreed by the meeting. Clerk to advise SODC democratic services.	Clerk
4.	<b><u>Apologies For Absence</u></b> Cllr Sachse. Mr. Mansford.	
5.	<b><u>Declarations of Interest.</u></b> None.	
6.	<b><u>Minutes of the Previous Meeting</u></b> Cllr Elvy proposed that the minutes of the meeting held on 15 <sup>th</sup> July 2021, be signed by the Chair as a true record. Seconded by Cllr Baker.	
7.	<b><u>Reports from County and District Councils</u></b> None.	
8.	<b><u>River Thames Public Access</u></b> <ul style="list-style-type: none"> <li>• Cllr Elvy reported that progress was being made, albeit slowly. Oxfordshire County Council (OCC) had confirmed the highway status of the entire area and that the agreement of 2005 on public access to the highway still stands. OCC had also confirmed the public's right to pass and re-pass over the area which had been respected by previous owners of the restaurant, irrespective of the placement of tables and chairs upon the area.</li> <li>• Cllr Elvy also reported a recent site meeting with OCC Highways in Ferry Lane to discuss the issue of parking and the potential obstruction of private driveways and dropped kerbs. The possible placement of a protective single white line as a deterrent was proposed as a logical next step. Obstruction of private driveways is an offence and should be reported to the police non-emergency number 101.</li> <li>• A member of the public noted that parking in Ferry Lane had resulted in delivery vehicles being unable to access destination addresses, and had brought extra traffic noise with vehicles leaving late at night. He also queried how larger vehicles, including emergency services and refuse lorries, might cope with vehicles parked around a corner.</li> <li>• Cllr Elvy proposed, seconded by Cllr Baker, that there be an initial trial with a single white line for part of the southern side of Ferry Lane where it turns right just before the Beetle and Wedge.</li> <li>• Cllr Elvy added that in an attempt to clarify the area, a permanent map display detailing the true extent of the highway area at the river was being considered.</li> </ul>	Cllr Elvy/ Clerk
9.	<b><u>Planning Applications and Enforcement Cases</u></b> <b><u>P21/S3785/HH White House, Moultsford, OX10 9JD</u></b> Erection of single storey rear extension. MPC No strong views. SODC Considering.  <b><u>P21/S3045/HH 2 Glebe Close, Moultsford, OX10 9JA</u></b> Single storey rear extension, new rooflight to en-suite. MPC: No strong views. SODC: Approved	

	<b>P21/S2314/O Beetle And Wedge House, Ferry Lane, Moultsford, OX10 9JF</b> Erection of new dwelling & demolition of existing extension comprising a study. Withdrawn before determination.	
10.	<b><u>Matters From The Floor</u></b> <ul style="list-style-type: none"> <li>• Before the start of the meeting proper, Mr Constable of Airband gave a brief presentation of his company's aspirations for fibre broadband in the village.</li> <li>• A resident queried building site signage at Barn Cottage, Willow Court Lane. Was informed this concerns a rear extension which follows recent planning approval.</li> <li>• A number of residents of Willow Court Lane attended to report traffic problems following the reopening of Cranford school, many suggesting that new sixth form and the return of the formerly off-site nursery school had increased traffic levels. Others cited parking along the north side of Willow Court Lane together with queueing traffic made two-way traffic flow very difficult, preventing residents joining the A329.</li> <li>• Another issue highlighted was the addition of new footpaths which had narrowed the road and tightened a corner, resulting in difficulties for larger vehicles leading to damage to residents' property and obstruction to refuse collection vehicles.</li> <li>• Clerk to write to the school suggesting a meeting to discuss these issues.</li> </ul>	Clerk
11.	<b><u>Actions From Previous Minutes</u></b> Completed: <ul style="list-style-type: none"> <li>• Clerk had sought further legal advice on the Beetle and Wedge claim and evidence report and was told no further action was required unless OCC was minded to change the definitive highways map.</li> <li>• Thames Path meeting took place on 22<sup>nd</sup> July. Actions agreed and awaited.</li> <li>• Article clarifying planning process was published in September Moultsford News.</li> <li>• All new planning applications now appear on the village Web site and are flagged and linked on the village Facebook group.</li> <li>• Covid-19 support group and its Facebook page now ceased.</li> <li>• Member of the public notified of and attended the Thames Path site meeting.</li> <li>• Neighbourhood planning meeting deferred.</li> <li>• Cllr Baker had progressed slide edging (see 14. Below).</li> </ul> Continuing: <ul style="list-style-type: none"> <li>• Cllr Partridge progressing allotments/playground waste disposal.</li> <li>• Clerk progressing allotment lease and remapping by SODC.</li> </ul>	Cllr Partridge Clerk
12.	<b><u>Pavilion Management Committee (PMC) Update.</u></b> <ul style="list-style-type: none"> <li>• Bookings have remained healthy with some 47 separate events having already taken place and another 32 booked to the end of October.</li> <li>• Finances continue to be strong with some £9,500 in the bank and with cleaning continuing to be subsidised.</li> </ul>	
13.	<b><u>Moultsford Events Committee (MEC) Update</u></b> <ul style="list-style-type: none"> <li>• Mr. Baker (chair) reported that the committee was working well and had staged a number of well-attended events over the preceding two months.</li> <li>• A gala night was now arranged for the 17<sup>th</sup> December at Moultsford School, catering TBA.</li> <li>• Cllr Elvy asked Mr Baker to review the events committee presence on the village web site and suggest how it might be improved.</li> <li>• MEC will work with the recreation ground group to organise a tree planting day for the Woodland Trust supplied saplings.</li> <li>• Mr Baker expressed a wish to discuss future hires with the PMC. Cllr Elvy suggested this would best be done at the next heads of committees meeting.</li> <li>• MEC has been generously offered a donation of two wine fridges which, once PAT tested, would fit in the storage cupboard.</li> </ul>	MEC MEC
14.	<b><u>Playground/Recreation Ground Project</u></b> <ul style="list-style-type: none"> <li>• Slide edging had been attached but had once again come away. The glue used had created a new edging of its own. Further action pending safety inspection.</li> <li>• The two toddler swings had been damaged. New seats and chains are being ordered. Mr. Hughes, pavilion caretaker, had kindly agreed to undertake the work.</li> <li>• Working with the events committee to organise a community tree planting day (see 13. Above). Most planting will augment existing hedging and. One area, the boundary between the recreation ground and the Cranford school sports field, will be done in conjunction with the school. Cllr Baker to detail in Moultsford News.</li> </ul>	Cllr Baker  Cllr Baker

	<ul style="list-style-type: none"> <li>• A member of the public offered to contact, through a third party, local sports clubs who may be interested in removing the remaining surplus cricket equipment.</li> </ul>	
15.	<p><b><u>Reports/Correspondence/Other Matters.</u></b></p> <p>From the clerk:</p> <ul style="list-style-type: none"> <li>• Playground safety inspection booked for October/November.</li> <li>• A VAT reclaim has been submitted to HMRC for some £700. Payment is awaited.</li> <li>• Waste had been reported in the pavilion car park but nothing seen.</li> <li>• A member of the public had requested a further dog waste bin be added along the Thames Path. Clerk had enquired with SODC but no new bins being fitted currently, pending a review of all in the district. The clerk added that waste removal charges are increasing again in April.</li> <li>• Has arranged for the surface gravel to be redistributed evenly across the car park.</li> </ul> <p>From Cllr Baker:</p> <ul style="list-style-type: none"> <li>• A bat survey is now being organised for next spring.</li> <li>• Road accident statistics for Halfpenny Lane have been provided by Thames Valley Police indicating five police-involved accidents in the last five years and do not suggest a particular problem. Some repairs have been undertaken.</li> <li>• Will circulate latest CPRE information on local planning.</li> </ul> <p>From Cllr Elvy:</p> <ul style="list-style-type: none"> <li>• Had discussed with OCC parking in Underhill and grass reinforcement mesh was suggested as a possible improvement, with some already in place. There may be CIL money available to help with this.</li> <li>• A recent AONB report had highlighted an upcoming dark skies event and also highlighted funding for the Mend The Gap initiative aimed at improving the Didcot/Purley railway corridor post electrification.</li> <li>• Expressed a wish to make more use of the village web site to provide more engagement with the community and with affiliated organisations like the AONB and CPRE. Suggestions were also made over wider use of Moultsford News in a similar way.</li> </ul>	Cllr Baker
16.	<p><b><u>RFO's Report/Budget</u></b></p> <ul style="list-style-type: none"> <li>• The RFO's report detailing transactions and balances up to 15<sup>th</sup> September was presented and is attached herewith.</li> <li>• The 2021/22 budget, detailing receipts, payments and allocated funds for the financial year to date, was presented and is attached herewith.</li> <li>• A VAT reclaim for 2020/21 and part of 2019/20 has been sent to HMRC. Payment is awaited.</li> <li>• The 2020/21 accounts had been signed off by the auditor.</li> </ul>	
17.	<p><b><u>Other Business</u></b></p> <ul style="list-style-type: none"> <li>• It was agreed that parking was becoming a perennial problem both locally and nationally. The council may need to address this in more detail in the future.</li> <li>• Cllr Baker recalled that some CIL funding may be available for projects despite the lack of a village neighbourhood plan. Cllr Elvy agreed to pursue with Cllr Bloomfield.</li> <li>• School liaison groups membership will be reviewed at the next meeting.</li> <li>• A public meeting on the future of SODC's garden waste collection service had been publicised on the village Facebook page.</li> </ul>	Cllr Elvy
18.	<p><b><u>Date Of Next Meeting</u></b></p> <ul style="list-style-type: none"> <li>• Next meeting Thursday 21st October, 2021, 7:30pm, Moultsford Pavilion.</li> <li>• The meeting closed at 9:50pm.</li> </ul> <p>Signed: ..... Dated: .....</p>	

## RFO Report - 16<sup>th</sup> September, 2021

Payments and receipts for the period to 15<sup>th</sup> September 2021, together with updated bank balances are shown below.

Transactions	Bank Transfers	Receipts	Payments (inc. VAT)	
Bank Interest (x 2)		£0.13		
Verge Cutting Allowance		£383.04		
Precept		£7,125.00		
Parish Clerk Salary (3 months)			£539.20	
Parish Clerk PAYE (3 months)			£134.80	
Grounds Maintenance			£510.00	
Dog Bin Emptying			£322.92	
	<b>Total</b>	<b>£7508.17</b>	<b>£1,506.92</b>	

	Current	Projects	Deposit	Total
Cash At Bank on 15 <sup>th</sup> Sept., 2021	£1,505.51	£5,867.91	£14,334.69	<b>£21,708.11</b>

Cash At Bank on 15th July, 2021	£2,161.88	£5,867.91	£7,209.50	<b>£15,239.29</b>
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1) A bank reconciliation performed on 15th September confirms that the account balances as shown on the bank statements align with the balances shown in the council's accounting system.

2) The external auditor (Moore Stephens) pronounced itself happy with the council's financial controls and accounts for the year 2020/2021.

3) The council will need to move some funds from the deposit account to the projects account where they can be allocated to future projects. £2,000 will also need to be moved into the current account to meet the 1<sup>st</sup> October mortgage payment.

£21,658.11

MOULSFORD PARISH COUNCIL BUDGET 2021/22

September 2021

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					
Parish Council	Adjustments	0.00	0.00	0.00															0.00	0.00	
	Allotment Rent	0.00	0.00	35.00															0.00	35.00	
	Bank Interest Received	2.00	2.06	2.00	0.05	0.08	0.07	0.06											0.26	1.74	
	Events Committee Fundraising	0.00	0.00	500.00															0.00	500.00	
	Moultsford News Advertising	644.00	0.00	600.00		16.50	90.00	45.00	383.04										151.50	448.50	
	OCC Contribution To Grass verge cutting	383.04	383.04	383.04															383.04	0.00	
	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.				500.00																
	VAT Refunds	5473.36	0.00	400.00															0.00	400.00	
	Total Income	20,503.40		16,171.04	7,625.05	16.58	90.07	45.06	383.04	7,125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,284.80		886.24	
EXPENDITURE																					
Parish Council	Allotment 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	0.00	
	Clerks Salary	2,156.80	2,156.80	2,300.80															539.20	2,156.80	
	Clerks Paye	539.20	539.20	600.00															134.80	539.20	
	Contributions	125.00	125.00	150.00															0.00	0.00	
	Election Services	0.00	0.00	0.00															0.00	0.00	
	Domain/Web Site/Email/Zoom (Petty 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		1,432.65													1,432.65	-32.65	
	Memberships	115.81	223.00	200.00															0.00	200.00	
	Payroll Services	64.00	0.00	70.00	76.80														76.80	-6.80	
	Petty Cash	62.47	189.31	150.00															0.00	150.00	
	Bank Charges		7.00	0.00															-7.00	0.00	
	PWLB Mortgage	3,908.82	3,908.82	3,908.82	1,954.41														0.00	3,908.82	
	Stationery	200.00	32.26	200.00															200.00	0.00	
	Subscriptions & Licences	205.60	225.00	500.00	345.60														40.22	459.78	
	Training	85.00	30.00	200.00															0.00	200.00	
			0.00																0.00	0.00	
Pavilion	Pavilion Maintenance/Contingency		600.00	1,000.00				49.19											49.19	950.81	
			0.00																0.00	0.00	
Rec Ground	Dog Bins	41.44	525.82	1,000.00		161.46													484.38	515.62	
	Grounds Maintenance (Hedges/Wildflower/Grass/T	1,605.00	930.50	1,750.00															688.50	1,061.50	
	Playground Maintenance	65.00	81.00	300.00		76.99													76.99	223.01	
			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	908.29														908.29	91.71	
			0.00																0.00	0.00	
			0.00																0.00	0.00	
Small Projects			0.00																0.00	0.00	
	sub total of projects																				
	Total Expenditure	10,698.22	12,738.93	15,079.62	3,285.10	1,671.10	966.68	49.19	322.92	1,184.00	1,954.41	0.00	674.00	0.00	0.00	674.00	10,781.40		4,298.22		