

MOULSFORD PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
THURSDAY 29th September 2022, AT 7:35pm IN THE PAVILION, MOULSFORD

PRESENT: Cllr Baker (Vice Chair)
Cllr Partridge

Cllr Elvy (Chair)
Cllr Powell

Cllr Eagle

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| 1. | <u>Apologies For Absence</u> Cllr Murphy (SODC). Cllr Simpson (SODC) | |
| 2. | <u>Declarations of Interest.</u> None. | |
| 3. | <u>Minutes of the Previous Meeting</u> Cllr Partridge proposed that the minutes of the meeting held on 28 th July 2022, be signed by the Chair as a true record. Seconded by Cllr Eagle. | |
| 4. | <u>Reports from County and District Councils</u> Cllr Simpson had earlier circulated a written report. <ul style="list-style-type: none"> • Cost of living crisis and support, to be added to the website and Facebook sites • Jubilee canopy – all trees are registered, ensure there is no other data required. | Clerk Cllr Baker |
| 5. | <u>RFO's Report/Budget</u> <ul style="list-style-type: none"> • The RFO's report detailing transactions and balances up to 27th September was presented and is attached herewith. • To add in precept to correct areas on spreadsheets The clerk provided form for change of signatory on the account, to remove the previous Clerk and add the new Clerk. | Clerk Cllrs Baker and Elvy |
| 6. | <u>River Thames Public Access</u> <ul style="list-style-type: none"> • The council's solicitor has responded, a letter of action has been received and offers and counter offers are going on. The solicitor is happy to come and discuss with the Cllrs regarding the situation, we are running out of options, and it may require further action from MPC. • Ask OCC can a public mooring/no over-night mooring signage to be erected on all three sides of the mooring – agreed unanimously. | Cllr Elvy |
| 7. | <u>Traffic and Parking</u> <ul style="list-style-type: none"> • No progress has been made on proposed purchase of small area of land. • Cllr Elvy wrote to highways over the single white line which is proving not to be an effective deterrent to parking in Ferry Lane. This has now been sent to the parking and enforcement team – waiting for a response. • Talk to a resident of ferry lane to see if it is worth canvassing the local residents and is the solution workable | Cllr Powell |
| 8. | <u>Planning Applications and Enforcement Cases</u> <u>P22/S2001/HH – Downlands, 13 Glebe Close, Moultsford, OX10 9JA – AMENDED</u> Proposed ground floor side extension. Proposed detached double garage with studio over. Proposed replacement boundary wall and gates. (Amended plans received 23 September to omit one side extension and proposing attached garage accommodation with studio over). MPC Previous Response: Moultsford Parish Council commented the following: Planning History Of The Site This house was extended considerably in 2019, effectively increasing the footprint by some 50%, as per planning application P19/S1248/HH. This second application seeks further extension, potentially increasing the footprint by another 25-30%, though it is difficult to be exact in the absence of any dimensions on the drawings. Character Of Area Glebe close is characterised by a series of larger properties set well back from the road, creating an open and airy street scene largely undominated by the dwellings | |

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| | <p>along it. This application seeks to create a large two-storey garage directly abutting the highway, breaking the established building line and interrupting what is now an open view along Glebe Close.</p> <p>MPC Response: P22/S2397/HH – Braziers Byre, 1 Offlands Court, Moultsford, OX10 9EX- GRANTED Single storey rear extension and garage conversion. MPC Response: Moultsford Parish Council has no strong views on the application.</p> <p>Enforcement – To add in an enforcement notice regarding the signage A329 B&W, it is too close to the highways warning sign. Check enforcement register regarding the old Laundry</p> | <p>Clerk</p> <p>Clerk</p> |
| | <p><u>Matters From The Floor</u></p> <ul style="list-style-type: none"> • A member of the public raised concerns over the condition of the payment Moultsford School to the garage, hedging is overgrown, and footpath is pitted and uneven. Photographs to be taken and details added to Fixmystreet. • Addition paving slabs from Old Vic to pavilion to access the rear door, photograph and discuss with pavilion management committee. • Low school places for primary schools and secondary schools – agreed this should go into the NPS. Write to director of education to see if the places that were promised 2 years ago, will now be available. • Informal conversation with Wallingford school regarding places for Moultsford children. • Tree maintenance is required for dead wood, a quote is required | <p>Cllr Partridge</p> <p>All Cllrs</p> <p>Cllr Baker</p> <p>Cllr Partridge</p> <p>Cllr Baker</p> |
| 10. | <p><u>Actions From Previous Minutes</u></p> <p>Completed:</p> <ul style="list-style-type: none"> • Local contractor appointed for re-staining the pavilion, more stain was acquired 16th September to finish the job contractor has a set of keys so can finish the work as required. <p>Continuing:</p> <ul style="list-style-type: none"> • Progressing quotes for pavilion roofing repairs. • Pursuing cricket equipment disposal. The MOP present will offer to Aldworth cricket club in the first instance. Nothing has yet been received, Cllr Baker to progress disposal. • Considering April for 2023 Annual Parish Meeting (APM). • Clerk to add agenda item for a memorial tree via queens canopy • 300 Club fund-raising initiative is progressing. • Write the Councillor View for MN October | <p>Clerk</p> <p>Cllr Baker</p> <p>Cllr Elvy</p> <p>Cllr Partridge</p> |
| 11. | <p><u>SODC Councillor grant proposal for internet provision at Moultsford Pavillion</u></p> <ul style="list-style-type: none"> • It is about £500/600 to put in internet connection with first year's ISP provision but it's not clear if the ISE provision can covered as part of the grant money. Will check with the grants office • No clear business case to pay for the subscription, limited funds available for the subscription. Could outreach to the events committee or a company to sponsor the first year's subscription. Agreed unanimous that MPC to approach SODC DC for a grant and look to raise the remaining funds via the gala and raffle money from the events committee. | <p>Cllr Elvy</p> |
| 12. | <p><u>Councillor code of conduct</u></p> <p>It was agreed that the council would adopt the councillor code of contact and a letter was written to the MP. Noted Clerk to email around link</p> | <p>Clerk</p> |

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| 12. | <u>Online facilities Review for SODC</u> Send link to Cllr, Cllr Partridge agreed to start this, the rest of the councillors will help complete. | Clerk |
| 14. | <u>Pavilion Management Committee (PMC) Update.</u> <ul style="list-style-type: none"> • Mr. Mansford reported a first quarter income of £3,370, a reduction over 2020's figure, reflecting post-covid caution by clients. Income for the year expected to be below £15,000 budgeted for. Cost controls will help offset this, together with newly-fixed energy costs for the next three years. Remaining reserves will be reviewed at the end of the year. • Cllr Powell queried if other village halls are similarly affected and whether other routes to new business might be explored. • The Goring Robins football club request to use the field and potentially the pavilion facilities was discussed. It was agreed that weekends were not feasible as they represented the bulk of pavilion income and were already largely booked. There was also concern over car parking, potential disruption to other hirers. A request for further information has been sent to the club and a response is awaited before proceeding further. | |
| 15. | <u>Moulsford Events Committee (MEC) Update</u> <ul style="list-style-type: none"> • Actions to improve compliance with the constitution have been agreed, minutes will be sent around. • Still looking for a secretary • Events progressing well. Extra income generated when food available. • Clarified that MEC do not pay pavilion hire for their meetings. • Fund-raising target for gala night tickets needs to be clearly stated. | Cllr Elvy |
| 16. | <u>NPS (Neighbourhood Planning Statement)</u> <ul style="list-style-type: none"> • People within the village are engaged and owning topic areas, Cllrs have completed training on who to run the NPS. • Meeting had 35 MOP attendees and were engaged with the meeting. From that meeting a questionnaire has been created. • SODC reviewed the presentation and questionnaire and have provided feedback on the questionnaire. Hoping to get the questionnaire into the Moulsford news for circulation, an online version will also be available. • Results will be used to create the planning statement. The draft of NPS will have to be reviewed by the village, and final draft must be completed by end of quarter 1, 2023. • Clerk to help with online survey | Cllr Powell |
| 13. | <u>Reports/Correspondence/Other Matters.</u> <ul style="list-style-type: none"> • To take over the MPC website redesign. • OALCC has notified that a treasure for a parish council has been convicted of embezzlement. It is advisable that a Cllr should do training. Unanimously agreed to spend £55 to send Cllr Elvy on the course. | Cllr Partridge Clerk |
| 15. | <u>Date Of Next Meeting</u> <ul style="list-style-type: none"> • Next meeting Thursday 20th October, 2022, 7:30pm, Moulsford Pavilion. • The meeting closed at 9:44pm. Signed: Dated: ..20 th October, 2022..... | |

Payments and receipts for the period to 27th September, 2022, together with updated bank balances are shown below:

| Transactions Bank | Bank Transfers | Receipts | Payments (inc. VAT) |
|---------------------------|----------------|------------------|---------------------|
| Bank Interest | | £0.29 | |
| Clerks wages | | | £365.60 |
| PAYE | | | £91.60 |
| Expenses IONOS | | | £54.00 |
| trimming | | | £85.50 |
| Pavilion paint | | | £84.00 |
| Wildlife control | | | £60.00 |
| Hedge trimming Tom Bosher | | | £90.00 |
| Precept | | £7,125.00 | |
| HMRC VTR | | £637.35 | |
| TOTAL: | | £7,762.64 | £830.70 |

| Cash At Bank on 27th September, 2022 | Current | Projects | Deposit | Total |
|--------------------------------------|-----------|------------|------------|-------------------|
| | £1,823.09 | £12,867.91 | £10,585.38 | £25,276.38 |

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|---------------------------------|-----------|------------|-----------|-------------------|
| Cash At Bank on 27th July, 2022 | £2,275.94 | £12,867.91 | £3,460.09 | £18,603.94 |
|---------------------------------|-----------|------------|-----------|-------------------|

Earmarked Reserves:

| Purpose | £s |
|------------------------------|-----------|
| Ferry Lane Resurfacing | £4,000.00 |
| Pavilion Maintenance/Repairs | £2,400.00 |
| Playground/Recreation Ground | £4,000.00 |
| General Contingency | £2,467.91 |

Notes:

- 1) A bank reconciliation performed on 27th September 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 yet been presented.

MOULSFORD PARISH COUNCIL BUDGET 2022/23

SEPT 2023

| | | Detail | | | 2022 | | | | | | |
|------------------------|---|---|-------------------|----------------------|-----------|----------|----------|--------|-------|----------|----------|
| | | Actual 2020/21 | Actual 2021/22 | Predicted 2022/23 | Apr | May | Jun | Jul | Aug | Sep | |
| INCOME | Parish Council | Adjustments | 0.00 | 0.00 | 0.00 | | | | | | |
| | | Allotment Rent | 0.00 | 0.00 | 0.00 | | | | | | |
| | | Bank Interest Received | 2.06 | 0.62 | 2.00 | 0.03 | 0.06 | 0.05 | 0.03 | 0.11 | |
| | | Events Committee Fundraising | 0.00 | 1,500.00 | 1,000.00 | | | | | 0.18 | |
| | | Moulsoford News Advertising | 0.00 | 340.00 | 600.00 | 22.50 | 51.75 | 57.50 | 90.00 | | |
| | | OCC Contribution To Grass verge cutting | 383.04 | 383.04 | 383.04 | | | 383.04 | | | |
| | | Pavilion Lease | 1.00 | 1.00 | 1.00 | | | | | | |
| | | Precept | 14,250.00 | 14,250.00 | 14,250.00 | 7,125.00 | | | | 7,125.00 | |
| | | Other contributions, grants etc. | | | | | | | | | |
| | | VAT Refunds | 0.00 | 626.62 | 400.00 | | | | | 637.38 | |
| | | Total Income | 14,636.10 | 17,101.28 | 16,636.04 | 7,147.53 | 51.81 | 440.59 | 90.03 | 0.11 | 7,762.58 |
| | EXPENDITURE | | | | | | | | | | |
| | Parish Council | Allotment lease/maintenance/water | 0.00 | 0.00 | 0.00 | | | | | | |
| | | Audit Fee | 240.00 | 0.00 | 0.00 | | | | | | |
| | | Churchyard Maintenance | 200.00 | 200.00 | 200.00 | | | | | | |
| | Clerks Salary | 2,156.80 | 2,194.58 | 2,300.80 | | | 548.80 | | | 365.60 | |
| | Clerk's Paye | 539.20 | 548.60 | 600.00 | | | 137.00 | | | 91.60 | |
| | Contributions | 125.00 | 150.00 | 350.00 | | 196.20 | | | | | |
| | Election Services | 0.00 | 0.00 | 0.00 | | | | | | | |
| | Domain/Web Site/Email/Zoom (Petty Cat | 134.34 | 247.00 | 247.00 | | | | | | | |
| | Highways Maintenance | 373.50 | 0.00 | 600.00 | | | | | | | |
| | Parish Council Insurance | 1,392.38 | 1,432.65 | 1,777.00 | | | 1,777.00 | | | | |
| | Memberships | 223.00 | 106.00 | 200.00 | 150.00 | | | | | | |
| | Payroll Services | 0.00 | 76.80 | 70.00 | 76.80 | | | | | | |
| | Petty Cash | 189.31 | 0.00 | 150.00 | | | | | | | |
| | Bank Charges | 7.00 | 0.00 | 0.00 | | | | | | | |
| | PwLB Mortgage | 3,908.82 | 3,908.82 | 3,908.82 | | 1,954.41 | | | | | |
| | Refunds | | 400.00 | 0.00 | | | | | | | |
| | Stationery | 32.26 | 0.00 | 30.00 | | | | 89.50 | | | |
| | Subscriptions & Licences | 225.00 | 345.60 | 345.60 | 345.60 | | | | | 54.00 | |
| | Training | 30.00 | 0.00 | 200.00 | | | | | | | |
| | Placemaking Plan Pilot | | | | | | | | | | |
| | | 0.00 | | | | | | | | | |
| Pavilion | Pavilion Maintenance | 0.00 | 137.12 | 150.00 | | | | 252.00 | | 84.00 | |
| | Driveway Lighting Revisions | 0.00 | 908.29 | 0.00 | | | | | | | |
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| Rec Ground | Dog Bins | 525.82 | 1,453.14 | 1,291.68 | 322.92 | | | | | | |
| | Grounds Maintenance (Hedge/Wildflower/Gas | 930.50 | 1,093.50 | 1,750.00 | | | 361.00 | | | 150.00 | |
| | Playground | 81.00 | 629.11 | 300.00 | | | | | | | |
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| Projects | Ferry Lane resurfacing | 0.00 | 4,000.00 | 4,000.00 | | | | | | | |
| (accumulated reserves) | Playground/Recreation Ground Refresh | 1,425.00 | 4,000.00 | 7,000.00 | | 669.45 | | | | | |
| | General Contingency | | | 2,467.91 | | | | | | | |
| | Pavilion Repairs Contingency Fund | 1,200.00 | 1,800.00 | 2,400.00 | | | | | | | |
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| Small Projects | | | | | | | | | | | |
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