

MOULSFORD PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON WEDNESDAY
24th JUNE 2021, AT 7:30pm IN THE PAVILION MOULSFORD

PRESENT: Cllr Bryan (Chair) Cllr Elvy (Vice Chair) Cllr Baker
 Cllr Partridge Cllr Sachse Cllr Simpson (SODC)
 Five members of the public (MOPs). Mr. G. Twibell (parish clerk)

1.	<u>Apologies For Absence</u> None.	<u>Action</u>
2.	<u>Declarations of Interest.</u> Cllr Bryan declared an interest in planning application P21/S2314/O. He will leave the meeting during and take no part in the associated discussion and voting.	
3.	<u>Minutes of the Previous Meeting</u> Cllr Elvy proposed that the minutes of the meeting held on 26 th May 2021, be signed by the Chair as a true record. Seconded by Cllr Baker.	
4.	<u>Reports from County and District Councils</u> Cllr Simpson reported: <ul style="list-style-type: none"> • Bioabundance CIC refused leave by the high court to appeal the 2035 local plan. • Oxfordshire 2050 plan will go to the five councils for approval during July. • County electric vehicle strategy extended to late autumn/winter. • Boundary Commission proposing changes to constituencies in Oxfordshire: More details at https://boundarycommissionforengland.independent.gov.uk taking particular notice of items 28 and 41-45. • Cornerstone arts centre in Didcot: café now re-opened, everything else by 7 Sept. • Owners hiring out land urged to do so in a Covid safe way. SODC licensing team can advise. 	
5.	<u>River Thames Public Access</u> <ul style="list-style-type: none"> • Challenge issued by B&W to the highway area as shown on the definitive map. MPC advised to wait until response received from county council before acting further. Advice received thus far is that highway takes precedence over any ownership. Regardless, B&W advises that this challenge in no way indicates a wish to restrict public access to the river, but is merely to establish the true position. • Parking overspill into Ferry Lane continues to inconvenience residents, also a highways issue (see below). • Mooring rights for the area known as the wharf are still a matter of some contention, but no further action until the extent of the public highway is clear. The Environment Agency (EA) has referred it back to OCC Highways which body it encourages to allow public mooring on land under its control. • The craft used to operate the nascent Ferry Service is apparently often left on the EA public mooring. It was stated at the meeting that anyone may report to the EA the licence number of any craft seen to be abusing the mooring 12-hour stay rule. • Site meeting held with MPC and residents with newly-elected County Councillor Felix Bloomfield to cover river access, parking and clarity of Thames Path. Cllr Bloomfield has pledged his support. • The route of the Thames Path national trail past the Boathouse was recently inspected by the OCC National Trail Manager who had found it clear of obstruction. However it is felt there is room for improvement in the signage which is less than clear amidst the restaurant's own signs. Clerk to pursue. 	Clerk
6.	<u>Planning Applications and Enforcement Cases</u> <i>New and changed only.</i> The chair recused himself from the meeting for the motions and voting around application P21/S2314/O, for which he is the applicant. The vice chair Cllr Elvy led the debate of this item. <ul style="list-style-type: none"> • In response to several suggestions on the SODC planning portal that application P21/S2314/O had somehow been deliberately held back or delayed in order to conceal it, the clerk said he found such remarks to be offensive. He explained that while applications may be registered by SODC on a certain date, it was common for the public consultation not to begin until days or even weeks later. It was only at this point that parish councils and neighbours were informed of the application. 	

	<p>In the case of this particular application, while registration was on 18th May, the public consultation did not begin until 2nd June - well past the date of the May parish council meeting and past the deadline of the village newsletter for June. This fact would have been evident to anyone reading the application details on the SODC planning portal.</p> <ul style="list-style-type: none"> • In order for the application to be properly discussed at the June meeting, and be published in the July edition of the newsletter, the clerk had requested and been granted a revised deadline for comments of 2nd July. This too would have been evident to anyone properly reading the details on the SODC planning portal. • As the proper officer to the parish council the clerk explained he was ultimately answerable not to councillors, chairs and vice chairs but to the monitoring officer at SODC. As such he had a duty to uphold the council's standing orders and its code of conduct, and to report any infractions of same. <p><u>P21/S2552/HH Garden Lodge, Halfpenny Lane, Cholsey, OX10 9JN</u> Extension to side and front elevations of dwelling house. MPC Considering. SODC Considering.</p> <p><u>P21/S2314/O Beetle And Wedge House, Ferry Lane, Moulsoford, OX10 9JF</u> Erection of new dwelling & demolition of existing extension comprising a study MPC Considering. SODC Considering. The deadline for responses is extended to 2nd July.</p> <ul style="list-style-type: none"> • There was much debate at the meeting around this application based on, among other things, privacy and overlooking of neighbours, the siting of a proposed septic tank, its location on an historic riverside, liability to flooding, drainage, damage to tree roots, an associated and extant car park, a lack of detail in the application itself, a car park and a delay between SODC registration of the application and its failure to be discussed at the May meeting and its publication in the June issue of Moulsoford News. • Cllr Elvy suggested a site visit for the four councillors not involved in the application to more accurately assess the likely impact of the proposed on its immediate neighbours. Clerk to organise soonest. • With regard to the lack of detail in the application Cllr Baker observed it was for outline permission only and required little detail. Should the applicant decide to apply for full permission then more detailed, fully-dimensioned plans will be filed. • Cllr Simpson observed that for all planning applications currently, with a large backlog of work, there was of necessity some delay between registration and the start of the consultation process. • The clerk reported this was most evident from application P21/S1636/HH (see below) which had been registered with the planning authority on 6th April yet the consultation process had not started until 24th May. <p><u>P21/S1636/HH 24 Underhill, Moulsoford, OX10 9JH</u> Demolition of outbuilding, erection of single storey extension to side of house. (Application received by SODC on 6th April but MPC not notified until 24th May). MPC Considering. SODC Considering.</p>	
7.	<p><u>Local Response to the Covid-19 Epidemic</u> The support network to be maintained until the final easing of restrictions.</p>	Cllr Sachse
8.	<p><u>Matters From The Floor</u> • There were no matters from the floor.</p>	
9.	<p><u>Actions From Previous Minutes</u> Completed:</p> <ul style="list-style-type: none"> • Clerk has approached OCC Highways Traffic & Road Safety officer over refreshing road markings in the village. • Cllr Baker has asked Thames Valley Police for Halfpenny Lane accident figures. • Events fundraising to be put towards the cost of replacing public bench seating. • Cllr Bloomfield (OCC) is now engaged with a number of actions in the village. • Rec. and playground working group now addressing bench repair/replacement. • Environment Agency referred wharf moorings to OCC. <p>Continuing:</p> <ul style="list-style-type: none"> • Impact of light on bat populations being investigated. Ongoing. • Clerk to contact Cllr Simpson and SODC engineer re new STP charging. • Clerk to progress neighbourhood plan event, Covid rules permitting. 	Cllr Baker Clerk Clerk

	<ul style="list-style-type: none"> • Cllr Partridge progressing allotments waste disposal, skip to be paid for by MPC. Possibility to combine with cricket shed/unwanted equipment disposal. • Clerk progressing allotment lease and remapping by SODC. 	Cllr Partridge Clerk
10.	<p><u>Pavilion Management Committee (PMC) Update.</u></p> <p>Mr. Mansford submitted a written report which highlighted the following:</p> <ul style="list-style-type: none"> • The building is operating once again and an increase in the numbers allowed at parties, wakes and weddings has helped boost bookings. • There are now more regulations to follow and the committee was asked to supply additional information to the OCC Covid Safe Group. • Finances remain healthy, with a further £900 support grant received. • The pavilion TV licence has been renewed. 	
11	<p><u>Moulsford Events Committee (MEC) Update</u></p> <ul style="list-style-type: none"> • Mr Baker's election to chair of the committee was ratified by the parish council. • He and a newly augmented committee are looking forward to reinstating a regular programme of events while working strictly within the prevailing Covid safety regulations. 	
12	<p><u>Playground/Recreation Ground Project</u></p> <ul style="list-style-type: none"> • Cllr Baker reported that new slide edging had been ordered and arrival awaited. • The playground's low balance bar is the latest piece of equipment to be removed due to rot in the timber. After recent advice, what equipment remains will stay in place as the cost of refurbishing and moving is not warranted. • ASA has been given feedback on its recent designs. A new drawing will be submitted for public consultation. • The Woodland Trust was approached and is providing 105 saplings of varying species which will provide year-round colour. These will be received during November at which point a community planting will be organised. 	Cllr Baker
13.	<p><u>Reports/Correspondence/Other Matters.</u></p> <p>From the clerk:</p> <ul style="list-style-type: none"> • Had looked into alternatives to the SODC dog bin emptying service which while very reliable, was at an increased price. After poor feedback on one contractor, another had quoted a price similar to that of SODC. The meeting resolved to continue with SODC. • Enquiry from resident about street light, Ferry Lane, which did not automatically switch off at night. Referred to FixMyStreet. Matter pending. • Long grass on footpath to rear of Meadow Close. Referred to contractor. • Ferry Lane verge overgrown. Clerk to expedite cutting. • Footway along A329 to railway bridge, hedge/verge overgrown. Clerk reported it is strongly advised that hedges not be cut until end August as nesting birds may be present until then. • Several MOPs expressing surprise at construction work in the field opposite Moulsford School. Clerk advised a full public planning consultation had taken place over many months, several items published in Moulsford news, public open day held for viewing plans and discussing with school and contractor's staff. • Clerk advised the live planning tracker on the village web site was now a paid-for option. It was decided to replace with a simple link SODC's planning portal and advice on the SODC planning alert service available to all. 	<p>Clerk</p> <p>Clerk</p> <p>Cllr Sachse Clerk</p>
14.	<p><u>RFO's Report/Budget</u></p> <ul style="list-style-type: none"> • The Certificate of Exemption confirming that both receipts and payments for 2020/21 were below £25,000 was presented and signed by the RFO and chair. • With the meeting's approval the Annual Governance Statement was signed by both the chair and the clerk. • With the approval of the meeting the accounting statements, having been signed earlier by the RFO, were also signed by the chair. • The RFO's report detailing transactions and balances for the preceding month was presented and is attached herewith. • The 2021/22 budget, detailing receipts, payments and allocated funds for the financial year to date, was presented and is attached herewith. 	
15.	<p><u>Other Business</u></p> <ul style="list-style-type: none"> • The council report for Moulsford news will be written by Cllr Baker. 	Cllr Baker

16.	<p><u>Date Of Next Meeting</u></p> <ul style="list-style-type: none"> • Next meeting Thursday 15th July, 2021, 7:30pm, Moultsford Pavilion. The meeting closed at 10:00pm. <p>Signed: Dated:</p>	
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Payments and receipts for the period to 23rd June 2021, together with updated bank balances are shown below.

Transactions	Bank Transfers	Receipts	Payments (inc. VAT)	
Bank Interest		£0.07		
Moulsford News advertising		£90.00		
Transfer deposit → current	£2,000.00			
Annual Insurance Premium			£1,432.65	
Sheridan Marine - Slide Edging			£76.99	
Annual Zoom Licence			£114.18	
Grounds Maintenance			£178.50	
Parish Clerk Quarterly Salary			£539.20	
Clerks PAYE			£134.80	
	Total	£90.07	£2,476.32	

	Current	Projects	Deposit	Total
Cash At Bank on 23 rd June, 2021	£2,213.07	£5,867.91	£7,209.50	£15,320.48

Cash At Bank on 24 th May, 2021	£2,343.90	£5,867.91	£9,209.43	£17,421.24
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1) A bank reconciliation performed on 23rd June 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 2020/21 accounts, governance framework and financial risk assessment have now been inspected and passed by the internal auditor. The pro-forma AGAR document and accounts now require approval and signature. Since both total receipts and total payments for 2020/21 did not exceed £25,000, the council will be applying for exemption from external audit.

3) May and June are disproportionately expensive months for the council, including as they do the two greatest outgoings - annual insurance and the first pavilion mortgage payment.

