## **MOULSFORD PARISH COUNCIL** MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 24th APRIL 2019, AT 8:00pm IN THE PAVILION, MOULSFORD

Cllr Bemis Cllr Wilkins Cllr Gray (OCC) Cllr Powell (Chair) Cllr Stickings Mrs Twibell PRESENT:

Cllr Hayward Mrs Sachse Mr G Twibell (Parish Clerk)

1.	Apologies For Absence None.	
2.	Declarations Of Interest None.	
3.	Minutes Of The Previous Meeting Cllr Wilkins proposed that the minutes of the meeting on 13 <sup>th</sup> March 2019 be signed by the chair as a true record. Seconded by Cllr Bemis.	
4.	Reports From District and County Councils Clir Gray (Oxfordshire County Council) reported:  Large amounts of central government money being received for infrastructure, most recently £218M from central government for transport improvements to the A4130, a new Culham/Didcot river crossing and a Clifton Hampden bypass - all associated with Didcot garden town.  OCC has joined with other local councils to produce a joint strategic plan for housing and economic growth.  OCC has been successful in bringing a women's professional cycle race to Oxfordshire for the next three years, attracting some £2M in income from visitors.  A police initiative on blue badge fraud has resulted in some 70 convictions.  OCC is against plans for a reservoir in the county serving people in London.  Clir Gray was advised of the new withdrawal of and the rebuttal of OCC objections to planning applications P18/S2438/FUL and P18/S3748/FUL (see below) and said he would discuss with the officers involved.  Clerk to forward new information to Clir Gray.  Clir Gray confirmed Ferry Lane resurfacing was still a planned activity by OCC Highways. A visit is being arranged for the new OCC Highways officer, and to Underhill (re. parking) also.  Clir Gray thanked the soon-to-retire current council for their diligence and hard work over the last two terms of office.  Clir Gray explained Cholsey Parish Council's arrangements for signing cheques, bank transfers etc. It was agreed to have the Moulsford clerk/RFO one of the signatories to the MPC account to ease account transfers and payments to suppliers in future.	Cllr Gray Clerk Cllr Gray Note
5.	Planning Applications and Enforcement P19/S1248/HH Downlands, 13 Glebe Close, Moulsford, OX10 9JA Proposed ground and first floor front, side and rear extension. MPC: Under consideration. SODC: Under consideration.  P18/S3748/FUL Land east of A329 and north of Prep. School, Moulsford New farm shop, cafe and sports field. With new additional information. MPC: Retain previous objection. SODC: Under consideration.  P18/S2438/FUL Moulsford Prep. School, Moulsford, OX10 9HR Proposed erection of building for pre-preparatory school with associated outside teaching space, access, drop off and collection area, and landscaping. As amended by revised site and section plans. MPC: Retain previous objection. SODC: Under consideration.  P19/S0077/HH Moulsford Grange, Moulsford, OX10 9JD Single storey standalone wooden summerhouse/garden office. MPC: No strong views. SODC: Approved.  P19/S0423/FUL Moulsford Preparatory School, Moulsford, OX10 9HR Extension of time limit to existing permission for single temporary classroom. MPC: No strong views. SODC: Approved.	
6.	Matters from the Floor None.	

7.	Actions From Previous Minutes	
7.	Completed:	
	Clerk advised the meeting that no further invoices received from Castle Water.	
	The account can therefore be considered closed.	
	<ul> <li>Following an assessment by the council of the role, hours worked and the addition of RFO, web site and other responsibilities it had been decided to increase the</li> </ul>	
	clerk's grading from 6 to 8 and hours per week from 3.5 to 5.	
	<ul> <li>New village web site now completed with several minor updates to be completed,</li> </ul>	
	and new email addresses to set up and ownership to transfer to Parish Council.	
	<ul> <li>Recommendation that the council adopt the Scribe Accounting suite of software in tandem with the clerk assuming the RFO role. Meeting agreed and an order to be</li> </ul>	
	placed at a cost of £257 + VAT.	
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	Ongoing:	
	<ul> <li>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.</li> </ul>	
	Having received a new invoice, the clerk sought advice from OALC on continuing	
	to pay rent in the absence of a lease, and was advised to do so. It was agreed	01 1
	that this and any future invoices be paid.  • Cllr Gray to arrange OCC Highways site meeting in Ferry Lane and in Underhill to	Clerk
	review resurfacing and roadside parking respectively.	Cllr Gray
	<ul> <li>Clerk advised by OALC to write to SODC requesting a new allotment lease, or a</li> </ul>	•
	date when one may be available.	Clerk
	<ul> <li>Cllr Stickings proposed that the clerk's salary be routinely reviewed annually in line with NALC recommendations. Agreed by the meeting.</li> </ul>	Note
	<ul> <li>Cllr Hayward soliciting information to support ongoing access efforts. Refer to</li> </ul>	
	next council to agree Cllr Hayward acting as a private individual in this matter.	Cllr Hayward
	<ul> <li>Pavilion driveway work now under way but additional bollards and lighting will raise the final cost to approximately £26,842 (see item 10 below).</li> </ul>	
	Cllr Powell creating Ann Packer bio with photograph for the pavilion lobby, in	
	consultation with Mrs Kerr and hopes to complete in May. Quote for "sister"	<b>.</b>
	framing £125.	Cllr Powell
	<ul> <li>The clerk, with the help of the caretaker, had obtained a quote to repair the leaking pavilion roof. This totalled £2,010. Cllr Powell will check the guarantee</li> </ul>	
	period with the builder Pinelog before further action.	Cllr Powell
•	Devilled Management Operation (DMO) the date	
8.	<ul> <li>Pavilion Management Committee (PMC) Update</li> <li>No meeting since the last parish council meeting.</li> </ul>	
	Two meeting since the last parish council meeting.	
9.	Moulsford Events Committee (MEC) Update	
	<ul> <li>Minutes of meeting on 10th April received and circulated.</li> <li>Cllr Stickings queried future bookings for football screening later in 2019. As had</li> </ul>	
	been covered in 2019 at the heads of meeting, (MPC, MEC & PMC Chairs) any	
	such clash will be appropriately handled by MEC chair and handled carefully case	
	by case, with an alternative venue offered.	
	<ul> <li>Cllr Bemis queried a third-party company's advertising at a Friday social, with the possible suggestion of product endorsement. Agreed in future that MPC approval</li> </ul>	
	be sought in advance of similar.	
	<ul> <li>Current MPC insurer had raised extra questions on renewal documentation, one</li> </ul>	
	concerning planned events. Clerk to pass to events committee to clarify.	Clerk
10.	Pavilion Driveway Project	
10.	Reflector tape being fitted to posts/bollards within the next few days.	
	10 further remote lighting controllers ordered.	
11.	Reports/Correspondence/Other Matters	
11.	From Clir Wilkins:	
	<ul> <li>Two playground treetop trail posts rotted and broken. Manufacturer/installer</li> </ul>	
	contacted as within guarantee period but advised materials only. Labour no longer	
	covered. Referred back to maker as unsatisfactory. Cllr Gray advised contact with SODC as part funder of the playground where legal department may have an	
	interest and be able to advise. Initially, Cllr Wilkins to seek a better offer from the	
	manufacturer before further action.	Cllr Wilkins
	<ul> <li>Queried who was supplier of pavilion fold-tables. Clerk to provide details.</li> <li>Sought agreement to buy a tube socket to fit playground bolts for maintenance.</li> </ul>	Clerk
	Agreed by the meeting.	Cllr Wilkins
	From Cllr Bemis:	
	<ul> <li>Expressed concern at the growing number of large buses and coaches routinely using the public car park to turn around. A weight limit of 3.5 tons is clearly stated</li> </ul>	
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	yet these large vehicles can weigh 12 tons or more potentially damaging the	

surface which previously had to be repaired at a cost of £2,000. Forward any photos of infractions in April to Cllr Powell for action.	All
<ul> <li>From Cllr Hayward:</li> <li>Pointed out Cranford School's letter of support for planning application P18/S3748/FUL (farm shop and sports field) contains the following statement: "The school is very respectful towards the local Moulsford community." How can they say that when their preferred method of communication appears to be a solicitor's letter rather than direct contact?</li> <li>Suggested the new Parish Council might want to request from Cranford School a five-year plan on future development.</li> <li>From the clerk:</li> </ul>	
<ul> <li>Asked the council if it wished to charge rents for allotments given there was no water supply, that no lease from SODC currently exists, and access may be uncertain during construction of an adjacent sewage plant. Decision taken not to charge. Clerk to inform allotment holders.</li> <li>Clerk reported contact from a resident over rubbish at the NW corner of the recreation ground where it abuts the Old Vicarage grounds. Clerk investigated and subsequently removed broken glass, old medicine bottles and droppers, and empty ointment tubes. Old Vicarage advised but no evidence rubbish from there.</li> <li>Clerk reported that the recreation ground bye laws published on the village notice board had disintegrated through age and weathering. A Word version exists and the clerk will arrange reprinting.</li> </ul>	Clerk
	5.5
<ul> <li>12. Treasurer's Report/Budget <ul> <li>Treasurer's report presented and attached.</li> <li>Cllr Stickings reported as complete the previously agreed transfer of funds from the bank business account to the project account to cover driveway project costs.</li> <li>Sought agreement to use some funds from the bank pavilion account towards the driveway project. All agreed.</li> <li>Sought agreement for Moulsford News advertising revenues to in future go to the pavilion account. All agreed.</li> <li>Cllr Powell mentioned there would be an imminent requirement to pay for additional remote controls for the driveway lighting at a total cost of £500. This will likely be after the expected VAT refund associated with the main build.</li> </ul> </li> </ul>	Note Note Note
<ul> <li>Other Business</li> <li>Cllr Powell advised the new local government fully-compliant village web site was almost complete and online at www.moulsford-pc.org.uk.</li> <li>It was agreed that the new driveway illumination was too bright and created light spill. Cllr Powell suggested it may be possible to change the bulbs within the fittings, or remove some, to reduce the intensity. Cllr Powell agreed to discuss the issue with the electrician and the clerk agreed to investigate the make and model of the light units fitted and the practicality of bulb replacement.</li> </ul>	Cllr Powell Clerk
<ul> <li>14. Dates Of Next Meetings <ul> <li>Next meeting, the new parish council's first, is on Wednesday 8<sup>th</sup> May, 2019 at 8:00pm in the village pavilion.</li> <li>The meeting closed at 11:00pm.</li> </ul> </li> </ul>	
Signed: Dated:	

## Moulsford Parish Council Treasurer's Report 24th April 2019 Monthly Expenditure

PARISH COUNCIL	Income	Payments		Balance
Instant Access Accounts b/f				385.97
Business Deposit 04-Apr SODC Precept 09-Apr Transfer to Treasurers Current	7,000.00	2,000.00		
Balance			-	5,385.97
Treasurers Current  09-Apr Transfer from Business Deposit  01-Apr Moulsford News - Busy Baskets  01-Apr Moulsford News - McDougall  09-Apr Moulsford News - Windsor  17-Apr Moulsford News - B&W  02-Apr OALC Subscription  02-Apr R Hayward - Wood Preserve for bench  24-Apr SODC _ Allotment Rent 2018/19  30-Apr PWLB - Mortgage  Current Bank Balance  Present Balance Parish Council	2,000.00 25.00 25.00 12.50 65.00 2,127.50 1404 1405 1406 DD	138.97 25.38 30.00 1,954.41 2,148.76		1,395.27 1,374.01 6,759.98
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PROJECTS	Income	Payments _	Sub Bal	Balance
Pavilion B/f no transaction			4,502.75	
Pavilion balance		-	4,502.75	
Playground B/f no transactions			1,316.23	
Playground balance		-	1,316.23	
Driveway Refurbishment B/F Transfer from Business Deposit A/c Transfer from Treasurers Current A/c	16,000.00 1,500.00		6,897.50	
30-Mar A Eades - Project Management Services  **Driveway balance**		1,020.00 _	23,377.50	29,196.48
Petty Cash b/f		-		50.00
Balance			-	50.00
Present Balance of all Accounts			- -	36,056.46
Outstanding Income VAT Refund submitted 15/04/19 Oustanding Payments Drayton Construction  Balance after outstanding income and payments received/made	5473.36 le	31,551.23		9,978.59