

BOURTON PARISH COUNCIL

The next meeting of Bourton Parish Council will be held on
Monday 19 September 2016
at 1900 hrs in the Village Hall

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes of meeting held on 13 July 2016**
- 4. Matters arising**
- 5. Questions from Members of the Public**
- 6. Finance**
 - a) To approve payment to Fred Jefferies for work in July/August**
 - b) To approve quarterly payment to Clerk**
 - c) To agree the 2016-18 National Salary Awards**
 - d) To note receipt of second half of precept £1707.50**
 - e) To note Conclusion of Audit for year ending 31 March 2016 and confirm approval and acceptance of annual return including BDO certificate**
 - f) To approve payment to Internal Auditor**
 - g) To review effectiveness of internal audit**
- 7. Planning Issues**
 - a) To consider application for change of use from agricultural land to garden use at Lower Barn**
 - b) To consider amended planning details for change of use of barn behind Horseshoe Cottage to form holiday accommodation**
 - c) To consider information from Savills concerning repair to stone walls at Grange Farm Stables**
 - d) To note Lotmead Site has gone to appeal (200 plus 2,600 houses etc)**
- 8. Update on road repairs in Bourton**
- 9. To consider the proposal for a defibrillator in the village**
- 10. Correspondence – including improved rural broadband correspondence**
- 11. Any Other Business**
- 12. Date of Next Meeting**

MEMBERS OF THE PUBLIC ARE VERY WELCOME TO ATTEND

Signed:

Dated:

MINUTES OF THE BOURTON PARISH COUNCIL MEETING HELD
MONDAY 19 SEPTEMBER 2016 AT 1930 HRS IN VILLAGE HALL

PRESENT

Cllr N Ledingham
Cllr D Swann
Cllr J Bean
Cllr D Austin
Cllr W Moore

1. APOLOGIES FOR ABSENCE

Three Councillors had notified the Clerk in advance that they would be late and therefore the meeting started 30 minutes late at 1930 hrs. There were no apologies.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON 13 JULY

The Minutes of the Parish Council meeting on 13 July were unanimously approved by all present and were signed by the Chairman.

4. MATTERS ARISING

4a) A parishioner had asked again if the hedge down The Hill could be trimmed to allow motorists to see the road signs. The Clerk had already requested this and she felt some hedge trimming had taken place but would ask the Bursar if this could be organised. **Action: Clerk**

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from members of the public.

6. FINANCE

6a) It was unanimously agreed to pay Fred Jefferies for work in July/August and a cheque for £48.00 was signed.

6b) It was unanimously agreed to pay the Clerk's quarterly salary for April, May and June 2016 and a cheque for £275.00 was signed together with a cheque to HMRC for £68.80 to cover the PAYE.

6c) Councillors approved the new National Salary Awards for 2016-18 which would mean the Clerk's salary from April 2016 would increase from £9.55 per hour to £9.64 per hour. From April 2017 the hourly rate would increase to £9.74 per hour. In order to comply with the new pension regulations, the Clerk had been offered the opportunity to have a pension but confirmed that she did not want to take up this option.

6d) It was noted that the second half of the precept of £1707.50 had been received.

6e) It was noted that the Conclusion of Audit for the year ending 31 March 2016 had been received from the external auditor. There were no matters which came to the attention of the auditors which required the issuing of a separate additional issues arising report. The Annual Return, including the auditor's certificate, was presented to Councillors who confirmed their approval and acceptance. The Audit was being displayed on the noticeboard as required.

6f) An invoice had not been received from the Internal Auditor and the Clerk would chase this. **Action: Clerk**

6g) The terms of reference of the internal auditor were unanimously agreed with no updates being necessary. Councillors conducted a thorough review of the effectiveness of internal audit. Having given the matter due and careful consideration, Councillors reached the conclusion that everything was in good order and all systems were robust. It was noted, however, that the accounts would have to be published on a website next year in order to be compliant with the new Code.

7. PLANNING ISSUES

7a) There were no objections to the application for change of use from agricultural land to garden use at Lower Barn bearing in mind the land had been used as a garden for 18 years and its use was therefore established.

7b) The amended planning details for the change of use of the barn behind Horseshoe Cottage to form holiday accommodation were noted. As requested the Clerk had confirmed to the Vale that the Parish Council wished for their objection to stand and challenged the agent's statement that Horseshoe Cottage parking is an informal arrangement and the cottage has historically never had any off street parking.

7c) The information from Holly Smiths at the Winchester office of Savills concerning the repair to the stone wall at Grange Farm stables was discussed. The Winchester office of Savills is now managing the rural portfolio of Guy's and St Thomas' Hospital which includes the Bourton estate. Councillors were grateful to Savills for giving the Parish Council the opportunity to comment on the work before reconstruction began. It was noted that the wall would be repaired by an experienced stonemason and the entrance widened to improve access and visual splays when entering and leaving the site. The addition of a mirror on the corner to improve safety in the general area was agreed to be desirable. The Clerk would contact Holly Smith. **Action: Clerk**

7d) It was noted that the Lotmead site for 200 plus 2,600 houses plus associated infrastructure and services has gone to appeal. NL also reported that the Rowborough planning application was on hold and it would be advisable to keep the WVV funds available for future work by Hindhaughs.

8. UPDATE ON ROAD REPAIRS IN BOURTON

NL had received a report following the walk through by Network Rail and Highways in July but did not agree that the verges along The Avenue had been reinstated properly. 80 tonnes of soil had been ordered to fill the edges but only 40 had been used. NL had written to Network Rail and was awaiting a response. **Action: NL**

The Clerk was asked to seek advice from Yvonne Constance as to who we should contact in a senior position at CJC to try to either get a weight limit on the bridge at Lower Bourton or a sign along The Avenue saying "Not suitable for HGVs" in order to prevent the large lorries cutting through the village instead of proceeding into Shrivenham to join the A420. The problem with the junction at Townsend Road was again noted. The Clerk was also asked to pursue Network Rail to get a report from the structures team who were checking out the cracks on the bridge. **Actions: Clerk**

9. TO CONSIDER THE PROPOSAL FOR A DEFIBRILLATOR IN THE VILLAGE

DS had spoken to Fiona Ryan concerning the proposal to have a defibrillator in the village and reported that it was now being planned to keep this in the village hall rather than in the telephone box. The Clerk was asked to write to Fiona to thank her for her efforts in organising this and applying for a grant to fund it. **Action: Clerk**

10. CORRESPONDENCE

All the correspondence was noted. The Clerk was asked to write to Andy Greenhalgh at Bishopstone Parish Council to thank him for alerting us to the new wireless base station mast but BT were now offering broadband speeds of up to 70Mg to village properties (for a price) and therefore it appeared that the situation at Bourton had been addressed. **Action: Clerk**

11. ANY OTHER BUSINESS

A list of potholes in the village were identified and the Clerk was asked to contact Highways. **Action: Clerk**

It was noted that the next Town and Parish Forum would take place in Wantage from 1800-2100 hrs.

12. DATE OF NEXT MEETING

The next meeting of the Parish Council will take place on Monday 17 October in the village hall at the slightly later time of 1930 hrs.

Signed: 

Date: 17/10/2016

Cheques Issued:

Fred Jefferies £48.00 no 000395 (dated 19 September 2016)

M Brown £275.00 no 000396 (dated 19 September 2016)

HMRC £68.80 no 000397 (dated 19 September 2016)