

MINUTES OF THE BOURTON PARISH COUNCIL MEETING HELD
TUESDAY 22 OCTOBER 2019 AT 1900 HRS IN VILLAGE HALL

PRESENT

Cllr Ledingham (Chairman)
Cllr J Bean
Cllr D Austin
Cllr A Knapp

Cllr Andy Knapp was welcomed as a new Parish Councillor and was invited to sign the Declarations of Acceptance of Office by Parish Councillors book which dates back to 1895. He had completed the Register of Members' Interests and the Clerk would forward this to the VWHDC.

1. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Swann.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON 24 SEPTEMBER 2019

The Minutes of the Parish Council meeting held on 24 September were unanimously approved by all present and signed by the Chairman.

4. MATTERS ARISING

4a) The Clerk would chase Mark Bostock about the resurfacing outside the Almshouses and report the potholes on the left hand side approach the railway bridge and also outside Grange Farm entrance. **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 September and a cheque for £18.00 was signed.

6b) The Clerk had received a cheque from Pinewood School for £850.00 representing a partial grant to cover the design of the build-out on the Bishopstone Road.

6c) It was unanimously agreed to pay Oxon CC £500.00 to cover the consultation fee for the build-out. The Clerk would copy the invoice to the Bursar at Pinewood School. **Action: Clerk**

6d) It was noted that the first half of the precept of £1925.00 had been received from the Vale.

6e) It was unanimously agreed to pay the Clerk's quarterly invoice of £290.28 together with a cheque for £72.60 to HMRC to cover the PAYE.

7. PLANNING ISSUES

7a) It was unanimously agreed to provide feedback on the consultation on the proposed traffic calming build-out stating the reasons the Parish Council had embarked on the project; these were primarily to improve the road

safety issues within the village, but particularly so close to a school, to encourage drivers of large vehicles to use an alternative route and to seek to dissuade rat-running through the village. **Action: Clerk**

7b) The powerpoint presentation from the planning training on 9 September had been circulated and was noted.

8. TO CONDUCT AN ANNUAL RISK ASSESSMENT REVIEW

A full and thorough annual risk assessment review took place and Councillors proposed just a small amendment to Item 7 on Health and Safety. The Clerk would circulate the updated document. **Action: Clerk**

9. CORRESPONDENCE

All of the correspondence circulated had been noted.

10. ANY OTHER BUSINESS

It was agreed that JB should request a quote for drawing up the new plans for the graveyard bearing in mind the original diagram included too many grave sites. **Action: JB**

11. DATE OF NEXT MEETING

The next meeting of the Parish Council will take place on Tuesday 19 November 2019 in the village hall at 1900 hrs.

Signed:

Date:

Cheques Issued:

Oxon County Council £500.00 no 022028 (dated 22 October 2019)
Fred Jefferies £18.00 no 022029 (dated 22 October 2019)
M Brown £290.28 no 022030 (dated 22 October 2019)
HMRC £72.60 no 022031 (dated 22 October 2019)