

# **BOURTON PARISH COUNCIL**

The next meeting of Bourton Parish Council will be held on  
Tuesday 14 September 2021 at 1900 hrs  
in the Village Hall

## **AGENDA**

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes of meeting held on 22 June 2021**
- 4. Matters arising**
- 5. Questions from Members of the Public**
- 6. Finance**
  - a) To note payment to Fred Jefferies for work in July and August plus petrol - £58.99 and £54.00 respectively**
  - b) To approve payment to Fred Jefferies for outstanding work if any**
  - c) To note payment of second half of precept of £1750.00**
  - d) To consider an annual grant to village hall for £110.00 towards maintenance of defibrillator**
  - e) To review effectiveness of internal audit**
  - f) To consider appointing new internal auditor**
- 7. Planning Issues**
  - a) To consider comments on Oxfordshire Plan 2050**
  - b) To note response to planning application for extension at The Beeches**
  - c) To note planning permission granted at the Vicarage for replacement doors and windows**
- 8. Correspondence**
- 9. Any Other Business**
- 10. Date of Next Meeting**

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND BUT MUST COMPLY  
WITH SOCIAL DISTANCING REQUIREMENTS AND WEAR MASKS

**Signed:**

**Dated:**

**MINUTES OF THE BOURTON PARISH COUNCIL MEETING HELD**  
**TUESDAY 14 SEPTEMBER 2021 AT 1900 HRS**

**PRESENT**

Cllr D Swann (Chairman)  
Cllr N Ledingham (from Item 4a)  
Cllr A Knapp  
Cllr S French

**1. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr Bean but the latter's views on the agenda had been discussed in advance with the Clerk and she represented them at the meeting.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES OF THE MEETING HELD ON 22 JUNE**

The Minutes of the Parish Council meeting held on 22 June were unanimously approved by all present and were signed by the Chairman.

**4. MATTERS ARISING**

4a) There were no matters arising from the Minutes.

**5. QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions from members of the public.

**6. FINANCE**

6a) It was noted that Fred Jefferies had received payment for work in July/early August plus petrol and two cheques had been signed for £58.99 and £54.00 respectively.

6b) It was unanimously agreed to pay Fred Jefferies for outstanding work in August and a cheque for £81.00 was signed. SF had bought petrol at a cost of £5.34 and was reimbursed by cheque and Mr Hamlin had repaired the strimmer at a cost of £40.00 and was reimbursed by cheque.

6c) It was noted that a payment of £1750.00 had been received on 8 September for the second half of the precept.

6d) It was unanimously agreed that an annual grant of £110.00 would be paid to the village hall towards the maintenance of the defibrillator and a cheque was signed.

6e) Following further consideration of the Internal Auditor's Report Letter, 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.

6f) It was noted that Tim Light had accepted a post which meant he could no longer act as Internal Auditor to Bourton Parish Council. However, he had recommended a colleague, Eleanor Greene of Do the Numbers Ltd, who was willing to conduct the internal audit for the same fee of £175.00. It was unanimously agreed to appoint her and the letter of engagement would be signed at the next meeting. **(Action: Clerk)**

## 7. PLANNING ISSUES

7a) There were no comments on Oxfordshire Plan 2050.

7b) The Parish Council's response to the planning application for an extension at The Beeches was noted.

7c) It was noted that permission had been granted for replacement doors and windows at The Vicarage.

## 8. CORRESPONDENCE

All of the correspondence had been circulated and noted.

## 9. ANY OTHER BUSINESS

Following complaints from parishioners about the dog mess in the village, the Clerk would make another attempt to get an extra doggie bin for Steppingstone Lane. **Action: Clerk**

## 10. DATE OF NEXT MEETING

The next Parish Council meeting will take place on Tuesday 19 October at the village hall.

Signed:

Date:

Cheques Issued:

F W Jefferies £58.99 no 022073 (dated 11 July 2021)  
F W Jefferies £54.00 no 022074 (dated 21 August 2021)  
F W Jefferies £81.00 no 022075 (dated 14 September 2021)  
S French £5.34 no 022076 (dated 14 September 2021)  
Mr Hamlin £40.00 no 022077 (dated 14 September 2021)  
Village Hall £110.00 no 022078 (dated 14 September 2021)