

# **BOURTON PARISH COUNCIL**

The next meeting of Bourton Parish Council will be held on  
Thursday 10 November at 1900 hrs  
in the Village Hall

## **AGENDA**

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes of meeting held on 3 October 2022**
- 4. Matters arising**
- 5. Questions from Members of the Public**
- 6. Finance**
  - a) To approve payment of £52.55 to Jack Webster for work in Sept/Oct plus fuel**
  - b) To approve half yearly payment to Clerk from April to September**
  - c) To approve payment to S Hoskin for payroll services**
  - d) To note payment of VAT return of £191.21**
  - e) To consider Budget 2022/23 and 2023/24 and set precept**
  - f) To approve payment to OALC of £66.00 for Civility and Respect course**
  - g) To note grant applied for from Village Hall to OCC re picket fence**
- 7. Planning Issues**
  - a) To note planning permission granted at Home Farm including amendments**
  - b) To note correspondence with the Vale Planning Team re Home Farm/CIL**
  - c) To note local sites included in Call for Land and Buildings Available for Change**
- 8. To Conduct Risk Assessment Review**
- 9. Correspondence**
- 10. Any Other Business**
- 11. Date of Next Meeting**

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

**Signed:**

**Dated:**

**MINUTES OF THE BOURTON PARISH COUNCIL MEETING HELD**  
**THURSDAY 10 NOVEMBER 2022 AT 1900 HRS**

**PRESENT**

Cllr N Ledingham  
Cllr S French  
Cllr C Francis

**1. APOLOGIES FOR ABSENCE**

Apologies had been received from Cllrs Knapp and Swann.

**2. DECLARATIONS OF INTEREST**

SF declared an interest in item 6g).

**3. MINUTES OF THE MEETING HELD ON 3 OCTOBER 2022**

The Minutes of the Parish Council meeting held on 3 October were unanimously approved by all present and were signed by the Chairman.

**4. MATTERS ARISING**

There were no matters arising.

**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 Jack Webster for his work as village handyman in September/October plus fuel and a cheque for £52.55 was signed.

6b) It was unanimously agreed to pay the Clerk's half yearly salary and a cheque for £624.48 was signed together with a cheque for £159.38 to HMRC for PAYE and NI contributions. The pay award from April 2022 had finally been settled and the Clerk's hourly rate would increase from £10.84 to £11.84. This was unanimously agreed by Councillors and the Clerk would include the backpay in her next invoice.

6c) It was unanimously agreed to pay Sean Hoskin for payroll services and a cheque for £34.00 was signed.

6d) It was noted that the VAT return of £191.21 had been paid.

6e) The Clerk presented the actual budget for 2022-23 and the proposed budget for 2023-24. A full discussion on the budget for 2022-23 took place and consideration was given to expenditure in the financial year 2023-24. It was noted that the bank balance at the end of the financial year would stand at around £9000.00 but £3000.00 had been allocated in the reserves for traffic calming initiatives in the last audit. With this in mind it was unanimously agreed that there should be no increase in the precept for next year and it should remain at £3850.00. The Clerk would inform the Vale. **Action: Clerk**

6f) It was unanimously agreed to pay OALC for the Respect and Civility course that NL had attended and a cheque for £66.00 was signed.

6g) It was noted that SF, as Chairman of the Village Hall Committee, is in the process of applying for the grant offered from our County Councillor towards the costs of the new picket fence. **Action: SF**

## **7. PLANNING ISSUES**

**The following item had been received after the agenda had been published and it was unanimously agreed it should be discussed first.**

Our District Councillor had alerted us to the planning application that would significantly increase the size of the traveller's camp near the Watchfield wind turbines. It was unanimously agreed to object on the grounds of highway issues, lack of school places in the location and setting a precedent for residential activity north of the A420 which was not included in the Local Plan.

7a) It was noted that permission had been granted for the development at Home Farm which included recent amendments.

7b) The Clerk's email to the Planning Team at the Vale querying whether CIL was being levied on the development at Home Farm was noted. The planning decision had mentioned in error that the site would be liable for CIL.

7c) The local sites included in the Call for Land and Buildings Available for Change were discussed.

## **8. TO CONDUCT RISK ASSESSMENT REVIEW**

A thorough Risk Assessment Review was conducted. Item 7 would be reworded regarding the equipment used by our village handyman and the Parish Agency Agreements section in Part 2 would be deleted as it was not relevant to the Parish Council. A revised version would be distributed to Councillors and for publication on the website. **Action: Clerk/DS**

## **9. CORRESPONDENCE**

NL raised the matter of the Warm Spaces initiative offered by Shrivenham Parish Council and consideration was given as to whether Bourton Parish Council could provide something similar. It was agreed that neither the church nor the Village Hall were suitable to be used because of the Victorian/architectural restrictions.

## **10. ANY OTHER BUSINESS**

There was no other business.

## **11. DATE OF NEXT MEETING**

The next Parish Council meeting will take place at 1900 hrs on Thursday 19 January in the Village Hall.

Signed:

Date:

Cheques Issued:

Jack Webster £52.55 no 022095 (dated 10 November 2022)  
M Brown £624.48 no 022096 (dated 10 November 2022)  
HMRC £159.38 no 022097 (dated 10 November 2022)  
S Hoskin £34.00 no 022098 (dated 10 November 2022)  
OALC £66.00 no 022099 (dated 10 November 2022)

