

BOURTON PARISH COUNCIL

The next meeting of Bourton Parish Council will be held on
Tuesday 21 March 2023 at 1900 hrs
in the Village Hall

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes of meeting held on 19 January 2023**
- 4. Matters arising**
- 5. Questions from Members of the Public**
- 6. Finance**
 - a) To consider request for funding from Village Hall Committee**
 - b) To consider request for funding towards King's Coronation event**
 - c) To consider grant towards Fred Jefferies' memorial service**
 - d) To consider work to tree on boundary of churchyard extension**
 - e) To consider grant request from Citizen's Advice**
 - f) To approve payment of £49.08 to Jack Webster for work on 26 Feb 2023**
 - g) To consider pay rise for handyman from 1 April 2023**
 - h) To consider renewing subscription to CPRE**
 - i) To consider renewing annual subscription to OALC at £156.00 from 1/4/23**
 - j) To approve payment to Clerk from October-February plus expenses and backpay to reflect new rate from April 2022**
 - k) To consider one-off payment of £199.00 plus VAT for website upgrade**
- 7. Planning Issues**
 - a) To note condition 4 discharged – all weather sports pitch at Pinewood School (community use)**
 - b) To consider Discharge of conditions 4 & 6 (Landscaping Scheme & Access)**
 - c) To consider application for single storey side extension at Hill Cottage**
- 8. Traffic Calming - Update on 20 mph/extended 30 mph scheme**
- 9. Litter picking and Great British Spring Clean 2023**
- 10. To consider timetable for Election May 2023**
- 11. Correspondence**
- 12. Any Other Business**
- 13. Date of Next Meeting**

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

Signed:

Dated:

MINUTES OF THE BOURTON PARISH COUNCIL MEETING HELD
TUESDAY 21 MARCH 2023 AT 1900 HRS

PRESENT

Cllr N Ledingham (Chairman)
Cllr D Swann
Cllr S French
Cllr C Francis
Cllr A Knapp

There were 9 parishioners in attendance

1. APOLOGIES FOR ABSENCE

There were no apologies.

2. DECLARATIONS OF INTEREST

SF declared an interest in Item 6a).

It was unanimously agreed to take Item 6a) and 6b) first, followed by Item 5 in order to deal with those items parishioners had come to discuss.

6. FINANCE

6a) NL confirmed that the Village Hall Committee has the support of the Parish Council and understood it was essential for them to demonstrate this when applying for grants for their roofing project. A request had been received for the Parish Council to donate an amount this year and in future years to support the village hall. NL explained that we had taken advice from OALC who had confirmed we could choose to make a donation to the village hall this year but we could not make a long term commitment to make annual contributions as sound financial planning needs to go into the budgeting for the precept on an annual basis. While it was noted that the village hall committee would provide £15k of their own money, current estimates for all the work that is ideally needed is of the order of £80k.

NL explained that, as one of the smaller villages in the Vale, our precept is only £3,850 per year and therefore he wanted to manage expectations. There are unbudgeted items that will need to come out of our reserves early in the next financial year and, as this is an election year, if more than five parishioners apply to become councillors, we will have a contested election which would cost in the region of £1,500. The Parish Council would not know if a contested election would be necessary until early April. The decision on a possible donation to the village hall would therefore need to be delayed slightly but the meeting would take place as soon as possible in April.

There followed a long discussion about the viability of the village hall in the future, the further traffic calming measures in the village and the grant application process. Having been a former Treasurer of the village hall committee, DS offered to help out with grant applications, and this was warmly welcomed by the current Treasurer. It was also acknowledged that the Parish Council had recently offered a grant from OCC of £1,000 to the village hall rather than spend it themselves and SF had put the work in to make this happen.

6b) A very exciting event was being organised by a group in the village for the King's Coronation and they had requested the Parish Council donate £200 in order to fund this. Again, it was agreed that a decision would be made in early April.

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

A parishioner attended the meeting to ask if the path running alongside Cleycourt Manor to The Meadows could be cleared of dirt and leaves. It was also reported that parents dropping off children for swimming lessons at Cleycourt Manor were parking on the blind bend and this needed to be discouraged. The email address of Puddleduck would be sent to the Clerk who would action this. **Action: Clerk**

Another parishioner asked if the hedges could be cut back along the path from Silver Street to Church Row and this would also be actioned. **Action: AK**

3. MINUTES OF THE MEETING HELD ON 19 JANUARY 2023

The Minutes of the Parish Council meeting held on 19 January were unanimously approved by all present and were signed by the Chairman.

4. MATTERS ARISING

4a) It was noted that Jack had now cleared the path between Grange Farm and Cleycleaves and the Clerk had reported the blocked road drains.

4b) The fly tipping along The Avenue had finally been cleared apart from a large blue container which had liquid in it. The Clerk would report this again if it was not moved quickly. **Action: Clerk**

6. FINANCE

It was unanimously agreed that all items not budgeted for would be deferred until the April meeting.

6c) Deferred.

6d) It was agreed that the Clerk should get a quote to have the tree on the boundary of the graveyard removed and a decision would then be made on whether to go ahead with the work. It was agreed to ask Jack to tidy up the line of the original public footpath which the Parish Council were obliged to keep clear. **Action: Clerk**

6e) It was unanimously agreed that it would not be possible to give a grant to Citizen's Advice.

6f) Two invoices had been received from the village handyman (one after the agenda had been issued). It was unanimously agreed to pay Jack Webster for his work in March and a cheque for £102.12 was signed.

6g) It was unanimously agreed to increase the pay for the village handyman to £10.00 per hour from 1.4.23.

6h) It was unanimously agreed to renew the subscription to CPRE and a cheque for £50.00 was signed.

6i) It was unanimously agreed to renew the subscription to OALC and a cheque for £156.00 was signed.

6j) It was unanimously agreed to pay the Clerk from October – February inclusive plus backpay and expenses for 2022 and a cheque for £629.76 was signed together with a cheque for £154.00 to HMRC for PAYE.

6k) Deferred.

7. PLANNING ISSUES

A late planning application had been received for minor alterations at ground floor level to existing internal walls at Cleycourt Manor. There were no objections.

7a) It was noted that condition 4 had been discharged on the all-weather sports pitch at Pinewood School.

7b) The discharge conditions for the planning application at Home Farm concerning landscaping and access were noted.

7c) There were no objections to the single storey side extension at Hill Cottage.

8. TRAFFIC CALMING - UPDATE ON 20 MPH/EXTENDED 30 MPH SCHEME

Councillors noted the excellent news that the Clerk's constant pleading and stating our special case over three years had resulted in OCC agreeing to pay for both the 20 mph and the extended 30 mph installation costs. Generous thanks to the team at OCC had been sent by the Clerk. As soon as the road painting team had visited the village, the 20 mph signs would be unveiled. **(Post meeting note – this took place the following day)**

9. LITTER PICKING AND GREAT BRITISH SPRING CLEAN 2023

As is the usual practice at this time of year, a litter pick of the whole village will be covered by members of the Parish Council at their own risk and using their own equipment. In addition, NL continues to litter pick approximately twice a month along the Avenue and from the village to The Wharf and thanks were recorded for his diligence in keeping the main road through the village clean. Advice on litter picking would be posted on the website.

Action: DS

10. TO CONSIDER TIMETABLE FOR ELECTION MAY 2023

DS was thanked for offering to take the nomination papers to Abingdon and for advertising the Election on the website. The Clerk would supply the Elections team with NL's email for contact over this time. **Action: Clerk**

11. CORRESPONDENCE

The Clerk had responded to the team in charge of dog waste bins to restate the case for having one at the end of Steppingstone Lane.

It was noted that OCC would plant a tree on the verge opposite the church. The churchwarden had been informed.

12. ANY OTHER BUSINESS

The Clerk was asked to report the fly tipping in the layby on the A420.

Action: Clerk

13. DATE OF NEXT MEETING

The next Parish Council meeting will take place at 1900 hrs on Thursday 6 April with the Annual Meeting of the Parish Council taking place on 16 May.

Signed:

Date:

Cheques Issued:

Jack Webster £102.12 no 022103 (dated 21 March 2023)
M Brown £629.76 no 022104 (dated 21 March 2023)
CPRE £50.00 no 022105 (dated 1 April 2023)
OALC £156.00 no 022106 (dated 1 April 2023)

HMRC £154.00 no 022107 (dated 21 March 2023)