

BOURTON PARISH COUNCIL

The next meeting of Bourton Parish Council will be held on
Monday 18 December at 1900 hrs
in the Village Hall

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes of meeting held on 16 October 2023**
- 4. Matters arising**
- 5. Questions from Members of the Public**
- 6. Finance**
 - a) To consider revised Budget for 2024/25 and set precept**
 - b) To approve payment of printing costs for Christmas newsletter of £55.00**
 - c) To approve the Clerk's half yearly salary from June – Nov 2023**
 - d) To consider NJC annual salary increase for Clerk from April 2023**
 - e) To approve payment of election fees of £1166.85**
 - f) To consider renewing annual subscription to SLCC at £76.00**
- 7. Planning Issues**
 - a) To consider planning application for changes to appearance of existing garage and pool house; creation of ancillary habitable accommodation within the garage at The Grange**
 - b) To consider response to Joint South Oxon and Vale Local Plan to 2041 Consultation which runs from 10 January – 21 February 2024**
- 8. To consider actions following successful grant for Local Community Transport Scheme**
- 9. To agree areas for Deep Cleanse (16-18 January 2024)**
- 10. Correspondence**
- 11. Any Other Business**
- 12. Date of Next Meeting**

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

Signed:

Dated:

MINUTES OF THE BOURTON PARISH COUNCIL MEETING HELD
MONDAY 18 DECEMBER 2023 AT 1900 HRS

PRESENT

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

1. APOLOGIES FOR ABSENCE

Apologies had been received from District Councillors Viral Patel and Katherine Foxhall.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETINGS HELD ON 16 OCTOBER

NL suggested a rewrite of the second paragraph under Item 6c). This was agreed by all Councillors. The Clerk would amend the Minutes and send them to NL for signature. **Action: Clerk/NL**

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) The revised budget reflected the estimated increase in regular costs of 5% and the projected costs of the Bourton Flyer. Councillors agreed a reserves policy, targeting a year-end cash balance of between 1.65 and 2.0 times typical annual costs. For the coming year that equated to £7100.00 - £8600.00. As the grant application from the Village Hall had not yet been received, Councillors agreed it did not need to appear as an item on the Budget for 2024/25. It was unanimously agreed to raise the precept from £3850.00 to £4042.50. The Clerk would inform the Vale. **Action: Clerk**

6b) It was unanimously agreed to pay SF £55.00 to cover the printing costs of the Christmas newsletter. Simon was thanked for his work in pulling this together.

6c) It was unanimously agreed to pay the Clerk's half yearly salary and a cheque for £682.08 was signed together with a cheque for £183.44 to cover the PAYE and NI.

6d) Councillors unanimously agreed the NJC annual salary recommendation which would increase the Clerk's salary by £12.00 per month backdated to April 2023. Although a one-off flat rate payment of £143.59 had also been proposed, the Clerk confirmed she would not be claiming this.

6e) The invoice for election expenses had finally been received. It was unanimously agreed to pay the Vale £1166.85 to cover this.

6f) It was unanimously agreed to renew the annual subscription to SLCC and a cheque for £76.00 was signed.

7. PLANNING ISSUES

7a) There were no objections to the planning application at The Grange for changes to appearance of existing garage and pool house; creation of ancillary habitable accommodation within the garage.

7b) Councillors agreed to keep an interest in the ongoing process and will respond if it will help in the preparation of the Joint South Oxon and Vale Local Plan to 2041 consultation.

8. TO CONSIDER ACTIONS FOLLOWING SUCCESSFUL GRANT FOR LOCAL COMMUNITY TRANSPORT SCHEME

Councillors were pleased to note that Stuart Coffey had been successful in obtaining a grant for the Local Community Transport Scheme. DS would put an item on the website to see if there are any volunteers who wished to come forward either to join the Steering Committee or to become drivers. **Action: DS**

9. TO AGREE AREAS FOR DEEP CLEANSE (16-18 JANUARY 2024)

It was unanimously agreed that the priority should be clearing the paths of debris and moss. The most important was the path from Grange Farm to Cleyfields, the path running down The Hill, paths in the centre of the village and the paths from Church Row to the Church. The Clerk would ask if the parking area at Cleyfields could also be tackled if this fell within the remit of the Deep Cleanse team. **Action: Clerk**

10. CORRESPONDENCE

All of the correspondence had been circulated.

11. ANY OTHER BUSINESS

There was no other business.

13. DATE OF NEXT MEETING

The next meeting will take place on Monday 26 February 2024 at 1900 hrs in the Village Hall.

Signed:

Date:

Cheques Issued:

Simon French £55.00 no 022125 (dated 18 December 2023)
M Brown £682.08 no 022126 (dated 18 December 2023)
HMRC £183.44 no 022127 (dated 18 December 2023)
VWHDC £1166.85 no 022128 (dated 18 December 2023)
SLCC £76.00 no 022129 (dated 18 December 2023)