

Nuneham Courtenay Parish Council

<http://nunehamcourtenay.org.uk/>

The next meeting of Nuneham Courtenay Parish Council is at 7pm on Tuesday 14th September 2021 in Nuneham Courtenay Village Hall

Agenda

- 21/57 Apologies for absence
So far: Cllr Sam Casey-Rerhaye (SODC)
- 21/58 Declarations of interest
- 21/59 Public participation
Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the councillor chairing the meeting.

A member of the public wishing to speak at a meeting of the Council shall alert the chairman of the meeting to their wish before the start of the meeting. Before speaking, any member of the public shall give their name.
A member of the public shall not speak for more than five minutes.
- 21/60 Approval of the minutes of the Council's last Ordinary Meeting held on 21st June 2021. You can view the draft minutes on the Council's website here: [Minutes](#)
- 21/61 County Councillor's report
You can view these on the Council's website here: [County Councillor's reports](#)
- 21/62 District Councillor's report
You can view these on the Council's website here: [District Councillor's reports](#)
- 21/63 Planning Applications
The Council will consider its response to the planning applications below:
a) Land and buildings at Home Farm, Nuneham Park: Variation of condition 2 on application P19/S3375/LB. Conversion of agricultural buildings into six holiday lets and ancillary uses; conversion of Old Town Cottage into holiday let; demolition

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of modern agricultural buildings and replacement with holiday let and a residential dwelling, and the provision of associated landscaping and parking. [P21/S3616/FUL] [P21/S3618/LB] [Consultation deadline: Friday 17th September 2021] You can view the application here:

[Application](#)

- b) Harcourt Arboretum: Trench excavations for data cabling and installation of Wi-Fi points at various points including the Woodland Barn, the picnic area, the historic Serpentine Ride and the compost toilets area; Proposed installation of five solar panels on the compost toilets. [P21/S3501/FUL] [Consultation deadline: Wednesday 22nd September 2021] You can view the application here: [Arboretum](#)
 - c) Notcutts Garden Centre: Discharge of condition 12 (Written Scheme of Investigation) on application P18/S1895/FUL. [P21/S3746/DIS] [Application not subject to public consultation] You can view the application here: [Notcutts](#)
 - d) Land and buildings at Home Farm, Nuneham Park: Discharge of conditions 5 (Surface water drainage works) & 6 (Foul drainage works) in application P19/S3374/FUL – amended and additional drainage information. [P21/S2930/DIS] [Application not subject to public consultation] You can view the application here: [Drainage](#)
- and any other planning application received in advance of the meeting

21/64 Finance

- a) Bank reconciliation to end August 2021
The Council will consider a bank reconciliation to the end of August 2021 presented by the Clerk as Responsible Financial Officer
- b) Budget monitoring report to end August 2021
The Council will consider a report presented by the Clerk as Responsible Financial Officer
- e) Confirmation of payments made by the Chair and Vice-Chair since the last Council Meeting:
 - £724.83, Geoffrey Ferres, Clerk's net pay 2021-22 Q1
 - £181.20, HMRC, PAYE Income Tax deducted 2021-22 Q1
 - £172.25, SSE, Village Hall quarterly electricity bill
 - £30, Nuneham Courtenay Village Hall, hire of Village Hall for meetings in June

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f) Confirmation of payment made by the Chair and the Clerk since the last Council Meeting, in the absence of the Vice-Chair and Mandy Rigault:

- £42.00, Oxfordshire Playing Fields Association, membership subscription

g) Approval of payments sought including:

- £54.50, Geoffrey Ferres, Clerk expenses 2021-22 Q1

h) Receipts

The Clerk will inform the Council of any receipts since the last ordinary meeting

21/65 Correspondence for information only – matters requiring a Council decision will appear elsewhere on the agenda

21/66 Financial Regulations

The Clerk recommends that the Council amend or adopt the latest version of the model Financial Regulations issued by the National Association of Local Councils which he has attempted to adapt to the circumstances of this parish. The Clerk's draft Financial Regulations can be viewed here: [Draft Regs](#)

21/67 Records Management and Retention Policy

The Council will approve a Records Management and Retention Policy. A draft policy prepared by the Clerk can be viewed here: [Records](#)

21/68 Business Continuity

The Council will consider a draft Business Continuity Policy drafted by the Clerk, which can be viewed here: [Policy](#)

21/69 Bank Mandate

The Council will either confirm or decide to amend the bank mandate, which currently includes the Chair, the Vice-Chair, Cllr Rigault and the Clerk

21/70 Playing Field

The Council will be updated regarding the Playing Field

21/71 Insurance

The Council will decide on its insurance, which is due for renewal on 2nd November 2021

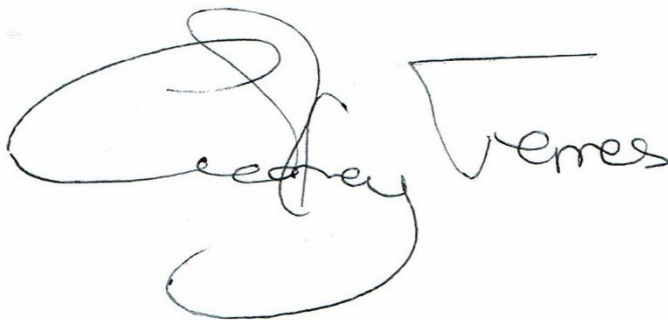
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- 21/72 Speeding and other Highways issues
The Council will be updated regarding speeding and other Highways issues in the parish
- 21/73 Conservation issues
The Council will be updated regarding conservation issues in the parish
- 21/74 Defibrillator
The Council will be updated regarding the automated external defibrillator installed on the outside of the Village Hall
- 21/75 Website
The Council will consider further whether to seek a gov.uk domain for its website and email addresses
- 21/76 Public transport
The Council will consider any public transport issues in the parish. The next meeting of Oxfordshire's Parish Transport Representatives is due to take place on Tuesday 12th October 2021
- 21/77 Future meetings
The Council will consider a proposal from Mandy Rigault that the Council purchase Zoom so that meetings can be held without all those taking part being present in the Village Hall

Reserved Business

- 21/78 Clerk contract
The Council will consider an amended contract for the Clerk based on the nationally recommended monthly minimum hours of 17½

A handwritten signature in black ink, appearing to read 'Sue Jones', written over a faint rectangular stamp.

Parish Clerk
Tuesday 7th September 2021

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