

Minutes of the meeting of Nuneham Courtenay Parish Council held on 4th January 2022 at the Village Hall

The Chair opened the meeting at 7.09pm.

21/100. Present/Apologies

Parish Councillors present: Nicola Misseldine, John Peters (Vice-Chair), Mandy Rigault and Madhvi Saini (Chair).

Also present: Cllr Robin Bennett (OxonCC), Cllr Sam Casey-Rerhaye (SODC) and Geoffrey Ferres (Clerk).

Apologies: Akshay Morye.

The Council **approved** Akshay Morye's reason for absence.

21/101. Declarations of interest

Mandy Rigault and Madhvi Saini declared an interest in relation to the Village Hall.

21/102. Parishioners' issues

None.

21/103. Minutes of the Council's last ordinary meeting

The minutes of the Council Meeting held on 2nd November 2021 were **approved**, then signed on each page by the Chair.

Action: Clerk to publish signed minutes on the Council's website

21/104. County Councillor's report

Cllr Robin Bennett introduced a report which he had sent to Mandy Rigault a couple of hours earlier.

21/105. District Councillor's report

Cllr Sam Casey-Rerhaye gave a report. The Clerk had published her latest monthly report on the Council's website.

21/106. Planning applications

None.

21/107. Finance

a) Bank reconciliation to end November 2021

The Council **noted** a bank reconciliation to the end of November 2021 presented by the Clerk as Responsible Financial Officer.

M Saini

Signed:

Date: Tuesday 1st March 2022

b) Budget monitoring report to end November 2021

The Council **noted** a report, presented by the Clerk as Responsible Financial Officer, monitoring payments against the budget up to the end of November 2021.

Mandy Rigault said that the Council would not need to pay any more of the Village Hall's electricity bills as the Committee was confident it could now afford to pay them.

The Council discussed the cost of broadband at the Village Hall and **agreed** to suspend WiFi as there appeared no current need for it.

Action: Clerk

c) Payments

The Council **approved** the following payments:

- £124.46, Parochial Church Council Marsh Baldon, share of net cost of Newsletter for 2021
- £465.67, Geoffrey Ferres, Clerk's net pay 2021-22 Q3
- £43.10, Geoffrey Ferres, Clerk expenses 2021-22 Q3
- £116.60, HMRC, PAYE Income Tax deducted 2021-22 Q3
- £20, Village Hall, hire for tonight.
- **Action: Clerk to make payments to PCC and HMRC**

d) Receipts

The Clerk informed the Council of the following receipt since the last ordinary meeting:

- £0.23p, Barclays, quarterly interest.

e) Budget 2022-23

The Council **agreed** to:

- Remove the £800 for electricity at the Village Hall
- Remove the £400 for broadband at the Village Hall
- Add a £500 contribution to the work of the Vale and South Oxfordshire Neighbouring Parish Councils Joint Committee concerning the proposed Housing Infrastructure Fund 1 road
- Increase the sum for the Playing Field from £500 to £1,000
- Reduce the sum for Grants from £1,000 to £500
- Reduce the contribution from Reserves from £2,282 to £1,582.

The Council then **approved** the amended budget for 2022-23.

f) Precept 2022-23

The Council **agreed** to demand a precept of £6,408 from South Oxfordshire District Council for 2022-23, the same amount as in 2021-22.

21/108. Correspondence

None.

Signed: 

Date: Tuesday 1st March 2022

21/109. Grant application

The Council **agreed** to make a grant of £250 to Oxfordshire South and Vale Citizens Advice. **Action: Clerk**

21/110. Annual Parish Meeting 2022

The Council **agreed** that the Annual Parish Meeting for 2022 would be held on Thursday 3rd March at 7pm in the Village Hall. **Action: Clerk to book Village Hall**

21/111. Financial Regulations

The Council **approved** the amended Financial Regulations tabled by the Clerk.

21/112. Records Management and Retention Policy

Nicola Misseldine proposed and the Council **agreed** that any disposal of records should be approved in advance at a Council meeting.

21/113. Succession Planning

The Council discussed how to find successors to the present Chair and Clerk.

21/114. Business Continuity

The Council **approved** the draft Business Continuity Plan: Loss of Clerk tabled by the Clerk.

21/115. Playing field

Mandy Rigault reported that the Nuneham Courtenay Sports and Playing Field Association had delivered a letter to the Chair on 24th November enclosing a transcript of the 1948 conveyance.

21/116. Speeding and other Highways issues

The Council **agreed** to submit an expression of interest to OxonCC in a reduction of the speed limit through the village from 30mph to 20mph. **Action: Clerk**

21/117. Conservation issues

The Clerk reported on the meeting with SODC's Paula Fox set up by Cllr Sam Casey-Rerhaye that was held on 13th December 2021.

M. Sewell

Signed:

Date: Tuesday 1st March 2022

21/118. Housing Infrastructure Fund 1 Relief Road

The Council **agreed** to contribute £500 to the work of the Vale and South Oxfordshire Neighbouring Parish Councils Joint Committee concerning the proposed Housing Infrastructure Fund 1 road by reducing the budget for Grants from £1,000 to £500.

21/119. Automated external defibrillator

The Chair reported that she has seen James Fallon and understands he is perfectly willing to hand over to her everything relating to the defibrillator. **Action: Chair**

21/120. Website

Akshay Morye had met with the Clerk via Zoom on 4th December to discuss how to commission a new, accessible website to comply with the legislation that came into force in September 2020.

After discussion, the Council **agreed** to investigate whether it could meet its needs with a free HugoFox website, like that of Sandford on Thames Parish Council. **Action: Clerk**

21/121. Transport

Nothing to report.

The meeting closed at 9.24pm



Signed:

Date: Tuesday 1st March 2022