

Minutes of the meeting of Nuneham Courtenay Parish Council held on 28th June 2022 at the Village Hall

The Chair opened the meeting at 7.11pm.

22/38. Present/Apologies

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

Also present: Cllr Robin Bennett (OxonCC).

In attendance: Geoffrey Ferres (Clerk).

Apologies: Madhvi Saini and Cllr Sam Casey-Rerhaye (SODC).

22/39. Declarations of interest

None.

22/40. Parishioners' issues

None.

22/41. Vacancy

Nothing to report.

22/42. Minutes

a) 2022 Annual Meeting

The Council **approved** the minutes of the Council's 2022 Annual Meeting held on 3rd May 2022, and the Chair then initialled each page and signed them.

b) Extraordinary Meeting

The Council **approved** the minutes of the Extraordinary Council Meeting held on 24th May 2022, and the Chair then initialled each page and signed them.

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

22/43. County Councillor's report

Cllr Robin Bennett (OxonCC) gave a verbal report and promised to send the Clerk a copy of his written report.

He said OxonCC has received over £10m Active Travel funding from Central Government which includes £400,000 for the Berinsfield-Oxford link feasibility study.

Initialled:

Date: Tuesday 6th September 2022

22/44. District Councillor's report

Cllr Sam Casey-Rerhaye had sent her apologies.
The Clerk apologised for the fact he has not yet published her most recent report on the Council's website. **Action: Clerk**

22/45. Internal Auditor's Report

The Council **noted** the reports received from the Internal Auditor.

22/46. Certificate of Exemption from External Audit

The Council **agreed** to certify itself as exempt from a limited assurance review by an external auditor. The Chair and the Clerk then signed the Certificate of Exemption.

Action: Clerk to send signed Certificate to External Auditor, Moore

22/47. Review of Systems of Internal Control

The Council **noted** Cllr Nicola Misseldine's report.

Action: Clerk to publish signed Internal Control Certificate on Council's website

22/48. Planning applications

There were no planning applications to consider.

The Council **instructed** the Clerk to reply to the message from CPRE Oxfordshire supporting their call for a properly thought-out strategy for the location of renewable energy projects. **Action: Clerk**

22/49. Finance

a) Bank reconciliation to end May 2022

The Council **noted** a bank reconciliation to the end of May 2022 presented by the Clerk as Responsible Financial Officer.

b) Budget monitoring report to end May 2022


The Council **noted** a report, presented by the Clerk as Responsible Financial Officer, monitoring payments against the budget up to the end of May 2022.

The Council **agreed** to add £1,000 to the Budget for receipts and for payments in relation to the Neighbouring Parish Councils Joint Committee. **Action: Clerk**

c) Transfer from deposit account to current account

The Council **agreed** to transfer £3,000 from its current account to its deposit account, and the Chair and Cllr Mandy Rigault signed the instruction to the bank.

Action: Clerk to hand in the transfer instruction

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d) Payments

The Council **approved** the following payments:

- £1,140.00, Bickerdike Allen Partners LLP, acoustic consultancy services for Neighbouring Parish Councils Joint Committee
- £330.00, Auditing Solutions Ltd, Internal Audit 2021-22
- £574.86, Geoffrey Ferres, Clerk's net pay 2022-23 Q1
- £114.94, HMRC, PAYE tax deducted owed for 2022-23 Q1
- £132.00, Oxfordshire Association of Local Councils, councillor training for Cllr Nicola Misseldine.

The Chair and Cllr Mandy Rigault signed the payments and initialled the supporting paperwork.

Actions: Clerk to

- **Send cheques to Bickerdike Allen Partners, Auditing Solutions Ltd and OALC**
- **Make payment to HMRC**

e) Receipts

The Council **noted** a report presented by the Clerk as Responsible Financial Officer listing receipts since the last ordinary Council meeting on 1st March 2022.

22/50. Correspondence

The Clerk brought to the Council's attention correspondence from a Sandford resident about what she believed had been a rave at Lower Farm over the last weekend.

22/51. Code of Conduct

The Council **agreed** to adopt the new model Oxfordshire Code of Conduct.

Actions: Clerk to

- **Replace old model Oxfordshire Code on Council's website**
- **Circulate details of training to councillors**

22/52. Playing field

The Council has not yet responded to the draft message prepared by Bower and Bailey. **Action: Cllr Nicola Misseldine**

22/53. Village Hall bills

Cllr Mandy Rigault said she did not know if a week's readings have been taken to enable SSE to determine whether the meter may be faulty.

22/54. Records Management and Retention Policy

Nothing to report.

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22/55. Succession Planning

Nothing to report.

22/56. Business Continuity

Cllr Mandy Rigault asked for a row to be added to the table regarding taking of minutes. **Action: Clerk**

22/57. Speeding and other Highways issues

Cllr Nicola Misseldine has written to OxonCC but has not yet received a response.

22/58. Conservation issues

The Chair, Cllr Mandy Rigault and the Clerk had met with SODC's Paula Fox, Cllr Sam Casey-Rerhaye and Malcolm Airs yesterday via Microsoft Teams. The Clerk gave a report of the meeting.

Action: Clerk to enquire about possibility of reinstating allotments

22/59. Housing Infrastructure Fund 1 Relief Road

Cllr Robin Bennett said he had spoken against the road at the recent Cabinet meeting but the Cabinet had felt it had no alternative but to continue with the project. He reported that OxonCC has agreed to put in £30m on top of the Government funding. He said that Greg O'Brien had addressed the Cabinet on behalf of the Joint Committee.

Cllr Robin Bennett said he is a member of Planning and Regulation Committee which will consider the planning application.

22/60. Automated external defibrillator

Nothing to report.

22/61. Website

Nothing to report.

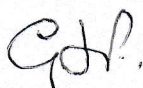
22/62. Emergency Planning

The Council **ratified** Cllr Mandy Rigault's actions in submitting an application on the Council's behalf to SSEN's Resilient Communities Fund.

22/63. Transport

Cllr Mandy Rigault said she would be unable to attend the next Parish Transport Representatives meeting.

She wondered whether her place could be taken by someone who lives in The Baldons and has been affected by the change to the route of the

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busses from Nuneham Courtenay to Oxford.

The Clerk said he doubted whether the Council should be represented by someone who was neither a councillor nor even a parishioner.

The meeting closed at 9.11pm

Signed:

A handwritten signature in black ink, appearing to be 'AS' with a long horizontal stroke extending to the right.

Date: Tuesday 5th September 2022

Initialled:

Date: Tuesday 6th September 2022