

**Minutes of the meeting of Nuneham Courtenay Parish Council held on 10<sup>th</sup> January 2023 at the Village Hall**

The Chair opened the meeting at 7.04pm.

**22/110. Present/Apologies**

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

Also present: Cllr Robin Bennett (OxonCC).

In attendance: Geoffrey Ferres (Clerk).

Apologies: Cllr Nicola Misseldine (Vice-Chair) and Cllr Sam Casey-Rerhaye (SODC).

The Council **accepted** Cllr Nicola Misseldine's reason for absence.

**22/111. Declarations of interest**

None.

**22/112. Parishioners' issues**

None.

**22/113. Minutes of the Council's last ordinary meeting**

The Council **agreed** to amend the minutes of the Council Meeting held on 9<sup>th</sup> November 2022 to add to item 22/88 the missing sentence: "The Council accepted Nicola Misseldine's reason for absence". The Chair then signed the minutes and initialled each page.

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

**22/114. County Councillor's report**

Cllr Robin Bennett introduced his latest report, which the Clerk said he had not received. Cllr Bennett asked the Clerk to send him a message so he can check he holds the correct email address for the Council.

**Action: Clerk**

**22/115. District Councillor's report**

Cllr Sam Casey-Rerhaye had sent her apologies and had sent written reports for December 2022 and January 2023, which the Clerk had published on the Council's website.

Cllr Robin Bennett advised the Council that there is now Electoral Commission advice as to what photo ID will be acceptable.

**Actions: Clerk to include item about Voter ID in the Council's article for the next Newsletter and item about ID cards on the agenda of the next meeting**

Initialled:



Date: Tuesday 7<sup>th</sup> March 2023

## **22/116. Planning consultations**

- a) Site North of Culham Science Centre near Clifton Hampden:  
Environmental Impact Assessment Scoping Opinion for a proposed development of a 500mw Battery Storage Facility with associated infrastructure, access and landscaping. [P22/S4551/SCO]  
Chair will check on South Oxfordshire District Council's planning portal for the Planning Officer's Pre-Application Advice. **Action: Chair**
- b) Cllr Robin Bennett advised the Council that the Government has a consultation on the National Policy Planning Framework

## **22/117. Finance**

- a) Bank reconciliation to end November 2022  
The Council **noted** a bank reconciliation to the end of November 2022 presented by the Clerk as Responsible Financial Officer.
- b) Budget monitoring report to end November 2022  
The Council **noted** a report, presented by the Clerk as Responsible Financial Officer, monitoring payments against the budget up to the end of November 2022.  
The Council **agreed** that any unspent provision for Traffic Calming should be transferred at the end of the financial year into a new earmarked reserve for that purpose.
- c) The Council **ratified** the following payment made since the last meeting by the Chair and Cllr Mandy Rigault:  
➤ £732.68, Geoffrey Ferres, Clerk net pay 2022-23 Q3 plus arrears Q1 and Q2.
- d) Payments  
The Council **approved** the following payments:  
➤ £142.80, HCI Data Ltd, domain registration for two years  
➤ £93.33, Parochial Church Council Marsh Baldon, share of net cost of Newsletter for 2022  
➤ £56.50, Geoffrey Ferres, Clerk's expenses 2022-23 Q3  
➤ £183.20, HMRC, tax deducted 2022-23 Q3.  
The Chair and Cllr Madhvi Saini signed the payments and initialled the supporting paperwork.  
**Actions: Clerk to**  
• **Send cheques to HCI Data Ltd and PCC Marsh Baldon**  
• **Make payment to HMRC**

Initialled:



Date: Tuesday 7<sup>th</sup> March 2023



e) Receipts

The Council **noted** the following receipts since the last ordinary Council meeting on 9<sup>th</sup> November 2022

- £90, Sutton Courtenay Parish Council, Joint Committee invoice 14
- £90, Appleford Parish Council, Joint Committee invoice 13
- £5.51, Barclays Bank, deposit account quarterly interest
- £36, Burcot and Clifton Hampden Parish Council, Joint Committee invoice 15.

f) Budget 2023-24

The Council **agreed** to amend the draft budget for 2023-24 presented by the Clerk as Responsible Financial Officer to reduce the provision for Communications from £300 to £200, and then **approved** the amended budget. **Action: Clerk to amend the 2023-24 budget**

g) Precept 2023-24

The Council **agreed** to demand a precept of £6,468 from South Oxfordshire District Council for 2023-24.

**Action: Clerk to submit precept demand**

**22/118. Correspondence**

None.

**22/119. Grant application**

The Council **agreed** to make a grant of £100.00 to Oxfordshire South and Vale Citizens Advice. The Chair and Cllr Madhvi Saini signed a cheque for that amount.

**Action: Clerk to send cheque to Oxfordshire South and Vale Citizens Advice**

**22/120. Village Hall bills**

Nothing to report.

**22/121. Civility and Respect**

The Council **deferred** consideration of the Dignity at Work policy to a future meeting.

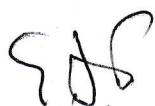
**22/122. Playing field**

Nothing to report.

**22/123. Succession Planning**

All current parish councillors present said they intend to re-stand for the Council.

Initialled:



Date: Tuesday 7<sup>th</sup> March 2023

**22/124. Business Continuity**

Nothing to report.

**22/125. Speeding and other Highways issues**

Cllr Nicola Misseldine reported that she hasn't received a reply from OxonCC's Jon Beale asking for a meeting to discuss the speed survey data, so will follow up on that.

She said she is also arranging a time to speak to Cllr Sam Casey-Rerhaye about setting up a meeting with Thames Valley Police to discuss speed enforcement measures.

**Actions: Cllr Nicola Misseldine**

**22/126. Conservation issues**

Cllr Mandy Rigault asked Cllr Robin Bennett if he might be able to provide a grant towards the cost of the proposed Village guide and he said he might be able to make a grant of £750.

**Action: Cllr Mandy Rigault to submit application to Councillor Priority Fund**

The Council **agreed** to amend the budget by creating a provision of £500 for a contribution towards the cost of the Village Guide by transferring £500 from the £1,000 in the budget for the Playing Field.

**Action: Clerk to amend budget**

**22/127. Housing Infrastructure Fund 1 Relief Road**

Cllr Robin Bennett reported that the Planning and Regulation Committee meeting has been cancelled which was due to take place on 16<sup>th</sup> January 2023 and was supposed to deal with this planning application.

**22/128. Automated external defibrillator**

Cllr Madhvi Saini said she expects to visit James Fallon on Friday afternoon.

**Action: Cllr Madhvi Saini**

**22/129. Website**

The Clerk reported the Council has been granted the domain name nunehamcourtenay-pc.gov.uk.

Cllr Madhvi Saini has arranged that Simon Gray will provide the admin log in to the Council's new website provider.

**Action: Clerk to contact Town and Parish Council Websites**

Initialled:



Date: Tuesday 7<sup>th</sup> March 2023

**22/130. Public Transport**

The Clerk reported that the next online Passenger Transport Representatives meeting takes place on Tuesday 21<sup>st</sup> February at 1.30pm. **Action: Cllr Mandy Rigault**

**22/131. Records Management and Retention Policy**

The Council **agreed** to the Clerk's request that he be allowed to dispose appropriately of insurance policy paperwork from the previous decade.  
**Action: Clerk**

**22/132. Reserved Business: Changes to Clerk contract**

The Council **agreed** to amend the Clerk contract to implement the one additional day's annual leave starting in 2023-24 that was included in the 2022-23 Local Government Pay Settlement.

**Action: Chair and Clerk to sign amended contract**

The meeting closed at 8.51pm.

Signed: 

Date: Tuesday 7<sup>th</sup> March 2023