

Nuneham Courtenay Parish Council

<https://nunehamcourtenay-pc.gov.uk/>

The next meeting of Nuneham Courtenay Parish Council is at 7pm on Tuesday 18th July 2023 in Nuneham Courtenay Village Hall

Agenda

23/34. Apologies for absence

23/35. Declarations of interest

23/36. 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.

23/37. Minutes

The Council will amend or approve the minutes of its annual meeting held on 9th May 2023. You can view the draft minutes on the Council's new website.

23/38. Co-option to fill vacancy

The Council will, if it wishes, co-opt electors to fill one or both of the current vacancies. The new member(s) will then sign a declaration of acceptance of office.

23/39. County Councillor's report

You can view these on the Council's new website here: [OxonCC reports](#).

23/40. District Councillor's report

You can view these on the Council's new website here: [SODC reports](#).

23/41. Internal Auditor's Report 2022-23

The Council will consider the Report of the Internal Auditor for 2022-23.

c/o 20a Harley Road, OXFORD, OX2 0HR
clerk@nunehamcourtenay-pc.gov.uk

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23/42. **Annual Governance Statement 2022-23**

The Council will approve its responses to the Annual Governance Statement 2022-23. You can view a blank copy on the Council's new website here: [AGS 2022-23](#).

23/43. **Accounting Statements 2022-23**

The Council will approve the Accounting Statements for 2022-23 prepared by the Clerk in his capacity as Responsible Financial Officer. You can view this document on the Council's new website here: [Accounts 2022-23](#).

23/44. **Planning Applications**

The Council will consider its response to the planning applications below:

- a) Lower Farm House, Lower Farm Lane: Two-storey rear and single-storey side domestic extensions as well as provision of an outbuilding. [P23/S2049/LDP] [Not subject to public consultation] You can view the application here: [Farm](#).
- b) Oxford Lodge, Nuneham Courtenay Arboretum: Construction of two infiltration test pits. [P23/S2211/FUL] [Consultation deadline: Wednesday 2nd August 2023] You can view the application here: [Lodge](#).

and any other planning application received in advance of the meeting, and be updated regarding planning matters.

23/45. **Finance**

a) Bank reconciliation to end June 2023

The Council will consider a bank reconciliation to the end of the first quarter of 2023-24 presented by the Clerk as Responsible Financial Officer, which you can view on the Council's new website here: [Bank Rec](#).

b) Budget monitoring report to end June 2023

The Council will consider a budget monitoring report covering the first quarter of the financial year presented by the Clerk as Responsible Financial Officer, which you can view on the Council's new website here: [Monitoring](#).

c) Ratification of payments made since the last meeting:

- £535.01, Geoffrey Ferres, Clerk net pay 2023-24 Q1
- £133.60, HMRC, PAYE tax deducted 2023-24 Q1.

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- d) Approval of payments sought, including:
- £200.00, South Oxfordshire District Council, cost of uncontested parish council election in May 2023
 - £869.00, Town and Parish Council Websites, setting up and hosting new website and email accounts
 - £44.90, Geoffrey Ferres, Clerk's expenses 2023-24 Q1
 - £48.00, Moore, external audit first reminder letter.
- e) Receipts
The Council will note any receipts since the last meeting

23/46. Correspondence

The Clerk will present correspondence for information only – matters requiring a Council decision will appear elsewhere on the agenda.

23/47. Speeding and other Highways issues

The Council will be updated regarding speeding and other Highways issues in the parish.

23/48. Conservation issues

The Council will consider conservation issues in the parish, including the pruning of the London plane trees to protect some of the houses on the main road, and will be updated regarding the proposed Village Guide.

23/49. Housing Infrastructure Fund 1 Relief Road

The Council will be updated regarding the Housing Infrastructure Fund 1 Relief Road, associated with the Didcot Garden Town development, and the work of the Neighbouring Parish Councils Joint Committee, and will decide whether to make a further financial contribution to the work of the committee.

23/50. Footpath diversion

The Council will consider its response to the proposal from the owners of Nineveh Farmhouse to divert Nuneham Courtenay Footpath no 7 [Consultation deadline: 28th July 2023].

The owners would like to divert the length of path running across their garden to instead run further from their house through the area of formal trees to provide them with privacy. West of the house, the path would move southwards out of the wood to cross a field and then continue west alongside a headland to just short of the A4074.

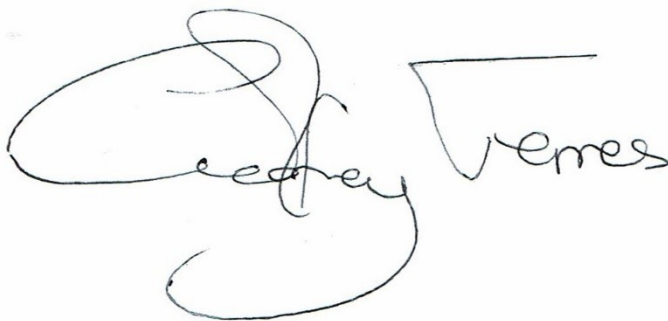
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The owners would divert the western end of the path southwards parallel with the road. This would enable pedestrians to avoid having to use the verge on the A4074.

- 23/51. Defibrillator**
The Council will be updated regarding the automated external defibrillator installed outside the Village Hall.
- 23/52. Website**
The Council will consider matters relating to its website.
- 23/53. Playing Field**
The Council will be updated regarding the Playing Field.
- 23/54. Succession Planning**
The Council will discuss further how to find successors to the present Chair and Clerk.
- 23/55. Public transport**
The Council will consider any public transport issues.
- 23/56. Business Continuity**
The Council will be updated regarding progress with implementing the Business Continuity Policy, which you can view on the Council's new website here: [Policy](#).
- 23/57. Records Management and Retention Policy**
The Council will consider any disposal of records.
- 23/58. Annual Parish Meeting 2023**
The Council will note the minutes of the Annual Parish Meeting for 2023, which was held on 18th May 2023 and which you can view on the Council's new website here: [APM](#).



Parish Clerk
Wednesday 12th July 2023

c/o 20a Harley Road, OXFORD, OX2 0HR
clerk@nunehamcourtenay-pc.gov.uk