

Minutes of the meeting of Nuneham Courtenay Parish Council held on Tuesday 18th June 2024 at the Village Hall

The Chair opened the meeting at 7.35pm.

Parish Councillors present: John Peters, Judy Eden and Mandy Rigault (Chair).

Also present: Cllr Sam Casey-Rerhaye (SODC).

In attendance: Geoffrey Ferres (Clerk).

24/32. Present/Apologies

Cllr Charlie Vicary (work), Cllr Madhvi Saini (childcare). Cllr Robin Bennett (OxonCC)

The Council **agreed** to accept Cllr Charlie Vicary and Cllr Madhvi Saini's reasons for absence.

24/33. Declarations of interest

None.

24/34. Parishioners' issues

None.

24/35. Minutes of the Council's annual meeting

The Council **approved** the minutes of its annual meeting held on 7th May 2024. The Chair then signed them and initialled each page.

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

24/36. County Councillor's report

Cllr Robin Bennett (OxonCC) had sent his apologies along with his latest report, which the Clerk has published on the Council's new website.

24/37. District Councillor's report

Cllr Sam Casey-Rerhaye (SODC) introduced her latest monthly report, which the Clerk has published on the Council's new website.

Action: Clerk to contact SODC's Samantha Allen about the state of the Grade 2-listed former Harcourt Arms/Cockadoo

24/38. Planning matters

a) Land north-west of Nuneham Courtenay situated to the west of the A4074 north of Upper Farm and south of Lower Farm: Construction and operation of a solar farm. [P24/S1336/FUL] [Consultation deadline: Thursday 20th June 2024]

Cllr Sam Casey-Rerhaye (SODC) advised the Council to look at SODC's pre-application advice to the applicant.

Initialled:



Date: Tuesday 3rd September 2024

The Chair said she will forward something to the Clerk she has received from a parishioner.

The Council **instructed** the Clerk to submit an objection.

Action: Clerk

- b) Land to the north of the Culham Science Centre, Thame Lane, near Clifton Hampden: Development of a Battery Energy Storage System. [P24/S1498/FUL] [Consultation deadline: Friday 28th June 2024].

Cllr Sam Casey-Rerhaye (SODC) advised the Council to look at SODC's pre-application advice to the applicant.

The Council **instructed** the Clerk to submit an objection.

Action: Clerk

- c) The Old Rectory, Nuneham Park: Installation of four air source heat pumps. [P24/S1663/FUL] [P24/S1665/LB] [Consultation deadline: Wednesday 26th June 2024]

The Council **agreed** not to submit any comment.

- d) Culham No 1 Site Abingdon Road near Culham: Demolition of buildings and outline planning application for:

- up to 115,000m² of employment floorspace
- up to 2,500m² of hotel floorspace
- up to 600m² of retail floorspace
- up to 500m² of health club/gym floorspace
- up to 500m² of creche/children's nursery floorspace
- up to 800m² of restaurant/public house floorspace

and landscape and associated infrastructure. [P24/S1759/O] [Consultation deadline: Friday 28th June 2024]

The Council **instructed the Clerk** to express concerns about the impact of the proposed development on roads and flooding.

Action: Clerk

24/39. Finance

- a) Bank reconciliation to end May 2024

The Council **noted** a bank reconciliation to the end of May 2024 presented by the Clerk as Responsible Financial Officer.

- b) Payments

The Council **approved** the following payments:

- £5.98, Cllr Mandy Rigault, Annual Parish Meeting expenses
- £300.00, Parish Council Websites, annual hosting invoice
- £366.00, Auditing Solutions Ltd, internal audit invoice.

The Chair and Cllr John Peters signed the second and third payments and initialled the supporting paperwork.

Initialled:

AMR

Date: Tuesday 3rd September 2024

The Clerk signed the first payment and the Council **agreed** to authorise an exception to Financial Regulation 6.6 so that Cllr Madhvi Saini could countersign the first payment outside of the meeting.

Action: Clerk to send payments to Parish Council Websites and Auditing Solutions Ltd.

c) Receipts

The Clerk reported the following receipts since the last ordinary meeting in March 2024:

- £42.57, Barclays, interest
- £3,422.00, South Oxfordshire District Council, precept – first half
- £12,384.65, South Oxfordshire District Council, Community Infrastructure Levy
- £49.06, Barclays, interest.

24/40. Correspondence

The Clerk asked if any councillor were prepared to complete SODC's Allotments and Community Growing spaces survey on its behalf.

Audit 2023-24

24/41. Review of Systems of Internal Control 2023-24

The Council **agreed** to the Clerk's request to defer this item to the next meeting. **Action: Clerk**

24/42. Internal Auditor's Report 2023-24

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

24/43. Certificate of Exemption from External Audit for 2023-24

The Council **agreed** to certify itself as exempt from a limited assurance review by an external auditor for 2023-24. The Chair and the Clerk then signed the Certificate of Exemption.

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

Other items deferred from the annual meeting

24/44. Standing Orders

The Council **agreed** to the Clerk's request to defer this item to the next meeting. **Action: Clerk**

24/45. Financial Regulations

The Council **agreed** to the Clerk's request to defer this item to the next meeting. **Action: Clerk**

Initialled: 

Date: Tuesday 3rd September 2024

24/46. Financial Risk Assessment

The Council **agreed** to the Clerk's recommendation to defer this item to the next meeting. **Action: Clerk**

Other business

24/47. Flooding

The Chair informed the Council that Cllr Charlie Vicary aims to call another meeting next month. **Action: Cllr Charlie Vicary**

24/48. Community Safety

The Chair said she understands two residents are keen to set up a Neighbourhood Watch scheme.

24/49. Speeding and other Highways issues

Councillors said they believe traffic is on the whole slower during the day, but not necessarily at night.

24/50. Conservation issues

Oxon CC's Edward Whorwood informed the Clerk yesterday that contractors will prune the London Plane trees next week.

The Council **instructed** the Clerk to ask Cllr Robin Bennett (OxonCC) to find out why the work is being undertaken in the daytime, contrary to the Council's wishes. **Action: Clerk**

The Chair said she is waiting for a quotation to make the Village Guide print-ready. **Action: Chair**

24/51. Housing Infrastructure Fund 1 Relief Road

Nothing to report.

24/52. Playing Field

Nothing to report.

24/53. Defibrillator

The Clerk said he would check the defibrillator is in working order at the end of the meeting. **Action: Clerk**

24/54. Public Transport

The Clerk informed the Council that the next online Parish Transport Representatives meeting is on 16th July at 1.30pm.

Initialled: 

Date: Tuesday 3rd September 2024

Action: Chair to ask OxonCC's Dave Harrison for news of the promised change to the X40 bus service

24/55. Business Continuity

The Council **agreed** to approve an updated version of its Business Continuity Policy presented by the Clerk.

The Clerk handed the Chair a sealed envelope containing the Council's current passwords to be opened only in case of emergency.

24/56. Succession Planning

Nothing to report.

The meeting closed at 9.11pm.

Signed: AM. Rigault

Date: Tuesday 3rd September 2024