

**Minutes of the meeting of Nuneham Courtenay Parish Council held on Tuesday 5<sup>th</sup> November 2024 at the Village Hall**

The Chair opened the meeting at 7.30pm.

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

Also present: Cllr Sam Casey-Rerhaye (SODC), Leigh Travers (SODC) and five parishioners.

In attendance: Geoffrey Ferres (Clerk).

**24/85. Present/Apologies**

Cllr Madhvi Saini (childcare) and Cllr Robin Bennett (OxonCC).

The Council **agreed** to accept Cllr Madhvi Saini's reason for absence.

**24/86. Declarations of interest**

None.

**24/87. Parishioners' issues**

No issues were raised apart from ones relating to flooding.

**24/88. Flooding**

Leigh Travers, a Flood Risk and Drainage Engineer with South Oxfordshire District Council (SODC), addressed the meeting regarding a plan he has produced for works intended to reduce the risk of future flooding in the village.

Leigh explained the main purpose of his plan was to slow the arrival at the main road of water draining from the Arboretum. His plan does not change the amount of water, it delays it.

Now the existing open ditch has been cleared by the Estate, the water would otherwise travel very quickly 150m to the A4074 due to the relatively steep gradient.

Leigh said he would be submitting a planning application as soon as he had received quotations and was sure the work could be done within budget.

Vasanth Gowda and Paul Gillett argued the problem was not where the water came from, but where it goes to.

Steven Appleby said the Monson Report had recommended the water should be diverted to the River Thames, but SODC had instead opted for and paid for a cheaper, less satisfactory option.

Rod Baker said he was surprised that OxonCC says it has surveyed the culvert under the A4074 and found it to be clear. Parishioners suggested the Council should ask for sight of the report OxonCC claims shows that the culvert is clear.

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Sheila Barrett complained about issues with insurance, including a huge increase in its cost and a reluctance of the insurers to meet claims. Leigh said the Council had applied for the flood alleviation funding, so it would be responsible for maintenance of the measures, not SODC. Leigh said the principal maintenance would be to keep the grid clear, because the road is not an adopted highway. He said an annual check would be required on the condition of the grid and all the ditches. Steven Appleby said the Council should take its own legal advice on this.

Leigh undertook to contact:

- OxonCC regarding the recent survey of the culvert under the A4074
- The Estate regarding the maintenance of the proposed new ditch across its land.

After further discussion, the Council **agreed** to:

- a) Conduct its own check on the condition of the culvert under the A4074
- b) Spend up to £100 on purchasing or hiring a suitable camera
- c) Delegate the detailed arrangements to the Clerk, to be guided by Cllr John Peters
- d) Instruct the Clerk to enquire about legal advice.

**Actions: Clerk**

#### **24/89. Minutes of the Council's last ordinary meeting**

The Council **approved** the minutes of the ordinary meeting held on 3<sup>rd</sup> September 2024. The Chair then signed them and initialled each page.

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

#### **24/90. Minutes of the extraordinary Council Meeting held on 7<sup>th</sup> October 2024**

The Council **approved** the minutes of the extraordinary Council Meeting held on 7<sup>th</sup> October 2024, and the Chair then signed them and initialled each page.

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

#### **24/91. 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.

#### **24/92. District Councillor's report**

Cllr Sam Casey-Rerhaye (SODC) said she is about to circulate a report. She explained the main reason for the Council adjusting its own net zero

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target from 2025 to 2030 is the absence so far of an alternative to using diesel lorries to collect waste in rural areas.

**Action: Clerk to publish her report on the Council's website**

#### **24/93. 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 – additional & amended information received 25th October 2024. [P24/S1336/FUL] [Consultation deadline: Monday 11th November 2024]

The Council **instructed** the Clerk to submit a further objection, drawing on the comments submitted by Professor Malcolm Airs on behalf of the Historic Gardens Trust. **Action: Clerk**

b) The Baldons' Neighbourhood Plan Review: pre-submission consultation. [Consultation deadline: Friday 6<sup>th</sup> December 2024]

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

#### **24/94. Finance**

a) Bank reconciliation to end Q2

The Clerk apologised for not having circulated a bank reconciliation to the end of Q2.

b) Budget monitoring report to end Q2

The Council **agreed** the recommendations of the Clerk in his capacity as Responsible Financial Officer to amend the budget to include provisions for payments in respect of:

- Flooding, of up to £100
- the Village Guide, of up to £1,800, to be funded from the Village Guide restricted reserve.

c) Ratification of payments made since the last meeting:

The Council **ratified** the following payment made since the last ordinary meeting by Cllr Madhvi Saini and the Clerk:

- £241.00, Zurich Municipal, insurance renewal.

d) Payments

The Council **approved** the following payment:

- £1,050.00, Parchments Print, printing of village guides.

The Chair and Cllr John Peters signed the payment and initialled the supporting paperwork.

**Action: Clerk to send payment to Parchments Print**

e) Receipts

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

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- £95.27, Barclays Bank, quarterly interest
- £3,422.00, SODC, precept 2024-25 – second half.

#### **24/95. Correspondence**

The Clerk brought the following items of correspondence to the Council's attention:

a) South Oxfordshire Solar Farm

Cowley Baldon Green Ltd has written again to the Council, this time offering a virtual meeting so the company can provide an update on the South Oxfordshire Solar Farm, and also outline its community benefit package, and discuss how this might be enacted.

The Council **instructed** the Clerk to arrange a meeting involving the Chair and himself. **Action: Clerk**

b) Jasminder Love paperwork

Steven Appleby has written to the Council about papers left with him by Jasminder Love. The Council **instructed** the Clerk to deal with the matter. **Action: Clerk**

c) South East Strategic Reservoir Option

Thames Water has invited the Council to send a representative to Environmental Impact Assessment technical briefing on its South East Strategic Reservoir Option which will take place on Monday 11<sup>th</sup> November at 10am.

The Council **agreed** not to send a representative.

#### **Items deferred from last meeting**

#### **24/96. Review of Systems of Internal Control 2023-24**

The Council **agreed** to the Clerk's proposal to defer this item to the next meeting due to lack of time. **Action: Clerk**

#### **24/97. Standing Orders**

The Council **agreed** to the Clerk's proposal to defer this item to the next meeting due to lack of time. **Action: Clerk**

#### **24/98. Financial Regulations**

The Council **agreed** to the Clerk's proposal to defer this item to the next meeting due to lack of time. **Action: Clerk**

#### **24/99. Financial Risk Assessment**

The Council **agreed** to the Clerk's proposal to defer this item to the next meeting due to lack of time. **Action: Clerk**

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## **Other business**

### **24/100. Community Safety**

The Council **agreed** to the Clerk's proposal to defer this item to the next meeting due to lack of time. **Action: Clerk**

### **24/101. Speeding and other Highways issues**

The Council **agreed** to the Clerk's proposal to defer this item to the next meeting due to lack of time. **Action: Clerk**

### **24/102. Conservation issues**

The Chair updated the Council regarding the village guide. She said copies have already gone to Professor Malcom Airs, Dr Geoffrey Tyack, the Global Retreat Centre and All Saints Church. She said copies will go to all residents.

Members of the public are invited to give a donation, but the guides are not being sold.

The Chair said she is arranging a launch event on Saturday 14<sup>th</sup> December and is planning a further event at the Global Retreat Centre in the summer.

The Clerk said he was unsure whether to include the stock the Council is holding on the Council's Asset Register.

**Action: Clerk to consult OALC**

### **24/103. Housing Infrastructure Fund 1 Relief Road**

The Council **agreed** to the Clerk's proposal to defer this item to the next meeting due to lack of time. **Action: Clerk**

### **24/104. Playing Field**

The Clerk reported that the Council's insurers said they would not agree to include the Playing Field within the Council's insurance policy unless it was the Council that was responsible for maintenance and safety checks of any play equipment.

### **24/105. Defibrillator**

The Clerk said the defibrillator is back in working order and registered with The Circuit, the database of the National Defibrillator Network maintained by the British Heart Foundation and used by South Central Ambulance Service.

As a result, the defibrillator now shows up on Google Maps and elsewhere.

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**24/106. Public Transport**

The Chair said she will complete a ten-page Bus Stop Quick Data Capture Sheet for every bus stop in their parish by the deadline of Friday 29<sup>th</sup> November 2024. **Action: Chair**

The Clerk informed the Council that the next online Parish Transport Representatives meeting is on Tuesday 16<sup>th</sup> November 2024 at 1.30pm and asked the Chair if she might be able to find out – whether at the meeting or without attending it – the outcome of the tender for the improved bus service. **Action: Chair**


**24/107. Business Continuity**

The Clerk handed the Chair a sealed envelope containing an up-to-date set of the Council's current passwords, to be opened only in case of emergency.

**24/108. Succession Planning**

The Council **agreed** to the Clerk's proposal to defer this item to the next meeting due to lack of time. **Action: Clerk**

The meeting closed at 9.51pm.

Signed: 

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