

FARTHINGHOE PARISH COUNCIL

MINUTES OF MEETING

held on Wednesday 8th May 2019 at 7.00pm
in the Beasley Room at Farthinghoe Village Hall



Councillors present: Mr Mick Morris (Chair) (MM)
Mr David Dashwood (Vice Chair) (DD)
Mr John Grant (JG)
Mr Henry Bankes-Jones (HBJ)
Mr Trevor Jarvis (TJ)
Mr Barry Willett (BW)
Mr James Harrison (JH)

Mrs Mary Amos (Clerk) (MA)

Apologies: None

ITEM		ACTION
19/05/615	To appoint a Chairman for 2019/2020 Cllr Dashwood proposed Cllr Morris for the role of Chairman. The nomination was seconded by Cllr Willett. Cllr Morris accepted the appointment and was duly appointed Chairman for 2019/2020.	
19/05/616	To receive the Chairman's declaration of acceptance of office The Chairman's declaration of acceptance of office was signed by Cllr Morris and countersigned by Mary Amos as Proper Officer of the Council.	
19/05/617	To appoint a Vice Chairman for 2019/2020 Cllr James Harrison proposed Cllr Dashwood and Cllr Willett seconded the proposal. Cllr Dashwood was duly appointed as Vice Chairman.	
19/05/618	To receive and approve apologies for absence: There were no apologies	
19/05/619	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda: (Members should disclose any interests in the business to be transacted and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business.) Cllr Jarvis declared an interest in a Planning application on the Agenda.	
19/05/620	Public participation session: (members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting). There were no members of the public present.	
19/05/621	To approve the calendar of meetings to May 2020 It was resolved to continue with the second Wednesday of the month, with no meeting in July and December. The Annual Parish Meeting was given a tentative date of 22 April 2020; however, Cllr Morris would like to speak to Farthinghoe School before	MM

	confirming this date	
19/05/622	To receive and approve for signature the minutes of the meeting held on Wednesday, 24 April 2019: It was resolved that the minutes of Wednesday 24 th April 2019 were taken as read, duly signed by the Chairman and were adopted as approved.	
19/05/623	To review any actions arising from the minutes of 24 th April 2019 not included on this agenda for report only: Item 19/05/609 The Parish Council had responded to Cllr Breese request for information on roads that required resurfacing, however Cllr noted their concerns that an email response from S.Mann (KierWsp) to Cllr Harrison's request for information regarding plans to resurface the road linking the A422 to Hinton Airfield, states that there is no budget for resurfacing. The Parish Council would like to know why this request for information was required when there appears to be no budget available and will seek clarification from Cllr Breese on her return. Item 19/05/610/3 The Clerk confirmed that £4940 had been transferred to the Parish deposit account to attract interest.	MM
19/05/624	To receive the correspondence register since 24 th April 2019 requiring action: There were no items on the correspondence register requiring action.	
19/05/625	To review the 2019 Annual Parish Meeting and identify areas for improvement Cllr Morris suggested that 2020 APM meeting might be held on a different evening to the April PC meeting, to enable the participation of the village community in term of displays or performances etc. MM to approach the various village groups to garner interest. The Clerk suggested that refreshments are served on arrival instead of at the end of the meeting.	MM
19/05/626	To consider financial matters from the RFO: 626/1 To receive the internal audit report It was resolved that the internal audit report had been presented to the council and that GDPR policies needed to be put in place. 626/2 To consider and approve the Annual Governance Statement 2019/2020 The Statement was signed by the Chair and by the Clerk and dated 8 th May 2019. 626/3 To consider and approve the Accounting Statement 2018/2019 The councillors agreed the figures on the Statement, which was signed by the RFO and the Chair and dated 8 th May 2019. 626/4 To consider and approve the Asset Register 2018/2019 It was agreed to add the 2 nd Bus Shelter to the Asset Register with a value of £2000. This item will be carried forward to the June 2019 Agenda It was also raised as to whether there should be a value against the	MA MA

	<p>Village Hall asset on the register. MA will query with Auditor/NCALC.</p> <p>626/5 To receive the financial report for April 2019</p> <p>It was resolved that the financial report for April 2019 was presented and was duly accepted.</p> <p>626/6 To approve bills for payment</p> <p>It was resolved that the following payments be approved:</p> <table> <tr> <td>Texprep Cheque No. 100826</td> <td>£66.30</td> </tr> <tr> <td>Clerk Payment Cheque No 100827</td> <td>£507.00</td> </tr> <tr> <td>NCALC Cheque No. 100827</td> <td>£436.17</td> </tr> <tr> <td>Zurich Municipal Cheque 100828</td> <td>£657.91</td> </tr> </table> <p>Total £1667.38</p>	Texprep Cheque No. 100826	£66.30	Clerk Payment Cheque No 100827	£507.00	NCALC Cheque No. 100827	£436.17	Zurich Municipal Cheque 100828	£657.91	
Texprep Cheque No. 100826	£66.30									
Clerk Payment Cheque No 100827	£507.00									
NCALC Cheque No. 100827	£436.17									
Zurich Municipal Cheque 100828	£657.91									
19/05/627	<p>To consider GDPR policy for Farthinghoe Parish Council</p> <p>The Audit report recommendation states that Farthinghoe Parish Council has no GDPR policies in place.</p> <p>The Clerk stated that she now has the NCALC templates and will complete the Data Map and will forward the draft map and templates to the Cllrs in time for June's meeting, and that GDPR will be on June 2019 Agenda.</p> <p>Cllr Harrison agreed to be a sponsor for the implementation of the policy.</p> <p>Cllr Morris left the meeting and Cllr Dashwood deputised for the remainder of the meeting.</p>	<p>MA</p> <p>JH</p>								
19/05/628	<p>To determine responses to recent planning applications.</p> <p>Cllr Jarvis left the meeting as he had declared an interest in a planning application.</p> <p>Planning application S/2019/0835/FUL at Land South Of Cockley Barn Farthinghoe NN13 5PD for consideration.</p> <p>It was resolved to support this application.</p> <p>Planning consultation/Information for application reference S/2019/0836/FUL at Annexe Woodend Grange Road to Hinton Airfield Newbottle NN13 5NS</p> <p>It was resolved to support this application, with the proviso that comments from neighbourhood Parish Council Newbottle & Charlton are taken into consideration.</p>									
19/05/629	<p>Traffic Updates:</p> <p>Cllr Jarvis returned to the meeting</p> <p>629/1 Update on Farthinghoe By-pass.</p> <p>It was noted that on 29 April 2019, a Petition for a By-pass was handed to Andrea Leadsom containing 3448 signatures in support of a By-pass. The petition was the result of two days campaigning in Banbury and Brackley Tesco stores collecting signatures combined with those collected in the online e-petition. A special thank you to all involved, and the Chair has also written to Tesco's to thank them for their</p>									

	<p>support.</p> <p>629/2 Update on HS2:</p> <p>It was noted that Greatworth Council's letter to Westminster, supported by 39 Parish Council denouncing the HS2 project had been handed to Andrea Leadsom for delivery to Parliament. A press release had also been released.</p>	
19/05/630	<p>Maintenance matters:</p> <p>There were no maintenance matters to report</p>	
19/05/631	<p>Village hall matters:</p> <p>Cllr Harrison gave an update from the Village Hall meeting on 27 March 2019.</p> <p>The Village Hall and its groups declined advert space in the monthly Chronicle magazine.</p> <p>Cllr Harrison was asked by the Village Hall Committee if there had been any update regarding the proposed Memo of Understanding (MOU) between Farthinghoe Parish Council and Farthinghoe Village Hall.</p> <p>It was agreed that the Parish Council was generally supportive of the MOU, but would like to see the draft document, and will discuss this by representation at the Village Hall meeting in May (date to be confirmed by Farthinghoe Village Hall)</p> <p>Item 19/05/631/1 agree Parish Council representation at the May Village Hall Committee meeting.</p> <p>Clerk awaiting meeting date from David Hancock then will circulate to Cllrs to see who is available.</p>	MA
	<p>Round the Table</p> <p>Cllr Grant asked permission from the Council to obtain quotes to get the village entry road signs cleaned several times a year.</p> <p>It was resolved that Cllr Grant would obtain a quotation and bring to the next meeting.</p>	JG

The meeting closed at 8.10pm.

The next meeting will take place on Wednesday, 12th June 2019 at 7.00pm in the Beasley Room at Farthinghoe Village Hall.

Received From	Correspondence 22 April to 5 May 2019	Action
NCALC	NCALC membership for 19/20	MM to arrange payment
MM	Follow up correspondence chasing verge cutting & weed killing schedule for 2019	MM forwarded to Councillors
Cllr Breese	Request from Cllr Breese to forward any information of roads with resurfacing requirements.	MA forwarded to Cllrs
Kierwsp	Response to MM's email on 22/04 identifying the verge cutting & week killing schedule for Farthinghoe	MM forwarded to Councillors
Rural Network	Newsletters x 3	MA forwarded to Cllrs
Cherwell/SNC	Monitoring request for Farthinghoe projects	MA to complete
C.Wragg/NCC	Response to MM on 4/04 concerning by-pass proposals on the Villages Yurt business	MM forwarded to Councillors
MM	Copy of thank you letter to Tesco's for their support in the recent petition campaign	MM forwarded to Councillors
NCALC Auditor	Note from Auditor requesting information on Farthinghoe's PC GDPR policies	MA forward to MM and responded to Auditor
Zurich Insurance	Renewal notice	MA forwarded to Cllrs & Agenda item for May
Greatworth PC	Copy of press release "Villages Unite to Challenge HS2"	MM forwarded to Councillors
NCALC	Newsletters x 2	MA forwarded to Cllrs
NCALC Auditor	2018/19 Audit report received	MA forwarded to Cllrs & Agenda item for May
JH &Kierwsp	Correspondence to S.Mann (Kierwsp) requesting information on the plans to resurface the road linking the A422 to Hinton Airfield & response dated 30/04	JH forwarded to Cllrs
Chronicle	May invoice received	MA to raise payment
Police	Meeting with Stephen Mold 20 May 2019	MA forwarded to MM
MM	Copy of letter from Andrea Leadsom office to Minister of Transport & link to presentation of the petition in Brackley to Andrea Leadsom	MM forwarded to Councillors
NCALC	Copy of recruitment policies	MA filed
Planning	Planning application S/2019/0835/FUL at Land South Of Cockley Barn Farthinghoe NN13 5PD for consideration	May Agenda Item

FARTHINGHOE PARISH COUNCIL FINANCIAL REPORT

BANK STATEMENTS AT 30 April 2019	£14261.63
Business Saver Account	£7060.59
Community Account	£7201.04
DIRECT DEBITS PRESENTED IN MONTH (FOR INFO ONLY)	
None	
RECEIPTS DURING MONTH (FOR INFO ONLY)	£4070.00
(Precept £3950 & Limes Farm £120)	
CHEQUES PRESENTED SINCE 30 March 2019	£108.00
UN-PRESENTED CHEQUES SINCE 30 March 2019	(£202.60)
CHEQUES/PAYMENTS DRAWN SINCE 30 April 2019	None
ACTUAL FUND POSITION AT 5 May 2019	£14059.03
(Unpresented Cheques £202.03 deducted)	
PRECEPT FUND POSITION AT 5 May2019	£11466.21
PLAYPARK FUND POSITION AT 5 May2019	£2156.34
DEFIBRILLATOR FUND POSITION AT 5 May2019	£436.48
PRECEPT FUND	
BILLS FOR PAYMENT 8 May 2019	
Texprep (May 2019) Cheque No	£66.30
Zurich Municipal	£643.80
NCALC	£436.17
Clerk Payment	£507.00
Total value of payments (£1653.27)	
Current Precept Position 5 May2019	£8562.94
Precept Reserves (for Parish Elections)	£1250.00
Total Closing Precept Fund at 5 May 2019	£9812.94
VAT Awaiting Claim	£31.20
PLAYPARK FUND	
BILLS FOR PAYMENT 5 May2019	None
CLOSING PLAYPARK FUND POSITION AT 5 May2019	£2,156.34
DEFIBRILLATOR FUND	
BILLS FOR PAYMENT 5 May2019	None
CLOSING DEFIBRILLATOR FUND AT 5 May2019	£436.48