

WEST HENDRED PARISH COUNCIL

Minutes of the Meeting of West Hendred Parish Council held on Thursday 28th June 2018 at 7.30pm in West Hendred Village Hall

Present: Cllr Roy Lennox (Chair), Cllr Richard Evans, Cllr David Clayton

Clerk/Finance Officer: Julia Evans

District Councillor:

County Councillor: Cllr Mike Fox-Davies

**Members of the
Public:**

		Action:
68/18	APOLOGIES FOR ABSENCE Cllrs Sarah Lloyd and David Clayton, District Councillor Mike Murray and PCSO Gary Kirby	
69/18	DECLARATIONS OF INTEREST None	
70/18	MINUTES OF THE PREVIOUS MEETING The minutes of the monthly meeting and the Annual meeting, both held on 10 th May were reviewed and approved. Proposed: Cllr Taylor; Seconded: Cllr Evans. RESOLVED. The minutes were signed.	
	MATTERS ARISING FROM THE MINUTES OF 10th MAY	
71/18	54/18 (34/18) – Commemoration of the end of WW1. Carried forward to the September meeting.	DC/RL
72/18	46/18 – Annual Asset Review. Carried forward to the September meeting.	DC
73/18	DISTRICT COUNCILLORS REPORT No report.	
74/18	COUNTY COUNCILLORS REPORT Cllr Fox-Davies' written report had been previously circulated. Cllr Fox-Davies reported that Oxfordshire County Council and Cherwell District Council would be joining together to share services. Approval for this will go before full council on 10 th July. There will be a single CEO but the rest of the structure will stay the same. There is a new County Council Chair – Gil Sanders. The County Councillors fund was discussed. It was agreed to put in a claim for £5k toward the fort replacement. A claim form is in the pack that was sent out. Clerk to write to Mike Fox-Davies with details of the timings for the spend on the project. Cllr Fox-Davies to send information on the proposed Featherbed Lane improvements for clarification. Steventon reservoir is ongoing. OCC have raised issues with the information presented in the consultation document; the level of leakage still prevalent in the Thames Water systems and incorrect population figures among other things. OCC are demanding a second consultation. Cllr Evans asked if there was a timeline for the closure of Steventon Bridge. Cllr Fox-Davies replied that this was not yet agreed. Cllr Evans asked about the Ox-Cam expressway. Cllr Fox-Davies reported that the corridor will be announced soon, then the route will be selected and a consultation will be carried out. Cllr Fox-Davies was thanked for attending.	Clerk MF-D
75/18	POLICE REPORT The local area report was circulated ahead of the meeting.	
76/18	PUBLIC OPEN FORUM No members of the public present.	

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77/18	PLAYING FIELD REPORT Cllr Taylor reported that the posts on the fort are in a poor state. They have dried out. Cllr Taylor to email the written report to the Clerk. Cllr Lloyd to carry out the inspection in July.	FT/SL
78/18	REPAIRS TO THE FORT The cost to replace the posts on the fort is £120 per post. Four posts are required. Cllr Lennox proposed approving the expenditure. Cllr Taylor seconded. Clerk to arrange the work.	Clerk
79/18	FOOTBALL NETS Cllr Lloyd has sent the measurements. Clerk to circulate prices.	Clerk
80/18	FORT REPLACEMENT PROJECT A preferred supplier has been identified. Now need to focus on funding.	SL/FT
81/18	PLANNING MATTERS None.	
	FINANCIAL MATTERS	
82/18	Internal Auditors Report The internal auditor's report was presented and accepted. There were no matters which required action. A fee of £80 was agreed. Proposed: Cllr Evans, Seconded: Cllr Lennox. RESOLVED.	
83/18	Review of the effectiveness of the Internal Audit The Parish Council remarked that the Internal auditor was a trusted character who also worked for the Village Hall and RBL, It was felt that he was a competent auditor and the Parish Council was very happy with his work.	
84/18	Annual Governance Statement This was reviewed and approved. Proposed: Cllr Lennox, Seconded: Cllr Taylor. RESOLVED. The statement was signed.	
85/18	Annual Accounting Statement This was reviewed and approved. Proposed: Cllr Lennox. Seconded: Cllr Evans. RESOLVED. The statement was signed.	
86/18	Approval of June and July Payments The June and July payments totalling £920.97 were approved. Proposed: Cllr Taylor; Seconded: Cllr Lennox. RESOLVED. The cheques were signed.	
87/18	Electronic Payments The bank mandate to set up electronic payments was sent off on Monday.	
88/18	Request for grant from West Hendred Youth Club A grant request from West Hendred Youth Club for £264.04 was presented. Cllr Evans proposed approval. Cllr Lennox seconded. RESOLVED.	
89/18	CLP ACTION LIST The CLP action list has been posted online. To be reviewed and scaled down before the next meeting.	RL
90/18	GDPR The privacy policy and IT policy were reviewed. Cllr Taylor proposed adopting both policies. Cllr Evans seconded. RESOLVED. Clerk to look into Parish Council email addresses for all councillors	Clerk
91/18	REVIEW OF RISK ASSESSMENT GDPR – data breach and FOI request to be added to the risk register. Also quarterly inspection of trees.	Clerk
92/18	DEVELOPMENT OF AN EMERGENCY PLAN Jonah Maddocks from OCC has offered a village assessment. Clerk to establish what he wants to achieve out of this.	Clerk
93/18	MISCELLANEOUS CORRESPONDENCE None	
94/18	ITEMS FOR NEWSLETTER: Nothing to report.	
95/18	AOB	

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	<p>Cllr Lennox asked for a resume of the situation regarding cycling on The Furlong which was provided. It was noted that the vegetation growing over the footpath opposite Brewers Cottages renders the path impassable. Clerk to remind Ben Gristwood to cut this back. <u>Afternote:</u> Ben Gristwood was reminded about cutting the grass. Ed Clayton kindly attended to the overgrown hedge.</p>	Clerk
96/18	DATE OF NEXT MEETING Thursday 13 th September at 7.30pm.	

The meeting closed at 9.05 pm

Signed

Dated

