

PISHILL WITH STONOR PARISH COUNCIL

**Minutes of the Annual Meeting
Thursday 17th May 2018 at The Village Hall, Russells Water**

Present: Mr.T. Dunn Chairman
Mr. S. Stracey Vice-Chairman
Mr. R. Collett
Mr. S. Haq
Mr. R. Hunt
Mrs. P. Pearce Parish Clerk

No members of the public present.

37/18 Election of Chairman Mr. Thomas Dunn stepped down and Mr.Stracey assumed Chairmanship for this agenda item. Mr. Stracey paid tribute to the hard work, planning expertise and commitment of Mr. Dunn and proposed that Mr. Dunn should continue as Chairman for the forthcoming year. Mr.Hunt seconded the motion, which was carried unanimously; the necessary form was signed and witnessed. Mr. Stracey also thanked the Clerk for her work during the year.

38/18 Election of Vice-Chairman Mr. Dunn proposed and Mr. Haq seconded that Mr. Stracey should continue as Parish Council Vice-Chairman for the forthcoming year, carried unanimously. Mr. Stracey accepted the position; the necessary form was signed and witnessed. Mr. Stracey was commended for his commitment to the work of the Parish Council and was thanked by all members.

39/18 Apologies for absence Oxfordshire County Councillor Mr. S. Harrod

40/18 Declarations of interests and Dispensations by Parish Councillors (existence and nature) in respect to items on Agenda Mr. Collett declared an interest in Planning Application P18/S1500/O, Marigay, Russells Water, on the grounds that he is a neighbour.

41/18 Public participation session with respect to items on the Agenda
The Chairman invited comments from members of the public. None.

42/18 Minutes of Meeting held on 5th April 2018 These were agreed as a true record and duly signed by the Chairman.

43/18 Matters Arising

- a) Mobile Phone Mast Mr. Hunt reported that this has not yet been commissioned, but this is now imminent.
- b) Snow clearance in The Parish Council is still awaiting a price for this work from Mr. SS
Derek Cheriton.
Maidensgrove for snow clearance in the County.
- c) Verge Reinstatement at The Views The Clerk had written to both agents for the contractor and this had resulted in some work being carried out. She was asked to write again to request that damage to the Common should also be rectified. PP

44/18 Planning Applications

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|-------------------------------------|------------------------|
| P18/S0499/HH Bank Farm, Pishill | SODC decision awaited. |
| P18/S0519/HH Garden House, Mgve. | SODC approval 16/4/18 |
| P18/S0524/HH Garden House, Mgve | SODC approval 16/4/18 |
| P18/S0604/605 Cromwell Ctge, Stonor | SODC approval 17/4/18 |
| P18/S0527/FUL The Orchard, RW | SODC refusal 1/5/18 |
| P18/S0617/O The Stables, RW | SODC decision awaited |

44/18 Planning Applications (cont)

- P18/S0623/HH Chestnut Cottage, Mgv SODC approval 18/4/18
 P18/S1219/FUL Bridleway Barn, RW PC no objections,, but requests SODC to impose condition that parking is restricted to the curtilage of the premises.
 P18/S1500/O Marigay, RW Mr.R.Collett had declared an interest in this application, on the grounds that he is a neighbour.
 The Councillors debated the proposal and unanimously agreed to object. SODC decision now awaited.

45/18 Finance

The balance at Barclays Bank Community Account stands at £3454.33, which includes the first payment of the SODC Precept of £2400.00.

- a) Parish Council Accounts The Clerk presented the accounts to the Parish Councillors and they were duly adopted. At the meeting, the Parish Council completed the Certificate of Exemption certifying that during the financial year 2017/18, the higher of the authority's gross income for the year or gross annual expenditure for the year did not exceed £25,000. The Clerk will return the Certificate to the external auditors, Moore Stephens. PP
 The Chairman and Clerk signed the Receipts & Payments Accounts for the year ended 31st March 2018. The Annual Governance Statement was signed by the Chairman and Clerk and the Accounting Statement 2017/18 was also agreed and signed by the Chairman and Clerk. The Clerk will arrange for these to be given to the internal auditor. PP
 The Exercise of Public Rights period commences on 4th June and ends on 13th July 2018.
- b) Annual risk assessment These details had been sent to councillors before meeting and were agreed unanimously. The Risk Assessment now includes an annual re-assessment of Data Protection.
- c) Insurance Renewal Came & Company details had been sent to councillors before meeting. The new insurance provider will be 'Inspire', and the annual premium will be £350.00, which would be reduced to £335.00 if the Parish Council entered into a 3-year Long Term Agreement. This figure includes the insurance tax and Came & Co's premium fee of £50.00. The Parish Councillors discussed this option and unanimously agreed to opt for the Long Term Agreement.
- d) Payments
 Cheques drawn since last meeting:
 Ch.no: 1000534 Henley Standard (display ad for ann.mtg) £ 29.57
 Cheques drawn at meeting:
 Ch.no: 100535 Came &Company (Insurance 1/6/18-31/5/19) £335.00
 100536 Vision ICT (website hosting & support) £288.00*
 100537 Village Hall, Russells Water (mtg. hire) £ 18.00
 100538 P.A.Pearce (clerks wages 6 wks @ £84pw + expenses: postage, A4 paper, phone) £560.00
- World War 1 donation: It had been agreed at the last meeting to donate £100 towards the World War 1 commemoration taking place in November, but the Clerk had been asked by the organisers to delay this until nearer the date. b/f
- *The Clerk was asked to contact Vision ICT to ensure their compliance with the GDPR. PP
- e) VAT Refund The Clerk had applied to HMRC for £64.76 VAT refund. b/f

- 46/18 Parish Communications
- a) Broadband Mr. Haq reported that Russells Water and Maidensgrove are now ‘live’, together with Stonor, and all are accepting orders. Pishill still scheduled for June 2018.
- b) Data Protection The Parish Council will complete the Data Protection audit in preparation for GDPR regulations coming into effect on 25th May. Parish Councillors are to be added to the Council’s distribution list automatically. SH/PP PP
- 47/18 Defibrillators in Parish
- a) Russells Water Mr. Collett reported that the Chairman of the Village Hall Committee, Mr. Adrian de Segundo, has said that the Village Hall has sufficient funding to provide its own defibrillator and therefore the leaflets produced by the Parish Council were not delivered in Russells Water.
- b) Maidensgrove, Pishill, Stonor Leaflets had been hand-delivered to residents in Maidensgrove, Pishill and Stonor and a good response had been received with pledges amounting to approximately £1400. The Clerk is currently researching other sources of funding from grant aid etc., and it is hoped that either SODC or OCC will be able to assist. PP
- 48/18 Commons Report
- a) Driving on Maidengve and Rus.Wtr Common Nothing to report.
- b) Driving through fields Quiet at present
- c) Right of Way at RWtr This had been referred to agents acting for Lord Camoys who is currently undergoing hospital treatment. It is hoped that a conclusion will be reached when Lord Camoys is fully recovered. b/f
- 49/18 Roads
- a) Parish Potholes OCC Highways are fully aware of the problems and will be dealing with serious potholes on Maidensgrove Common between 4th-8th June. The Clerk is in contact with Mr. Rob Saunders, a Highways Inspector who is proving very helpful.
- b) B480 Serious potholes, already reported to OCC Highways. Clerk to continue to press for action. PP
- c) Salt bins, Pishill Bank Mr. Stracey will provide small black containers for the residents. SS
- d) Clearance of Balham’s Mr. Philip Shaw, with the help of Mr. Hunt and Mr. Stracey, has cleared the ditches in both locations. The cost of this will be met from the Community Infrastructure Levy. The Chairman expressed the parish council’s thanks for carrying out this work.
- 50/18 Footpaths Nothing to report.
- 51/18 Refuse & Waste Management Nothing to report.
- 52/18 Any other business
- a) Letter from Chairman to Hon William Stonor Recently the Hon. William Stonor had delivered letters to the residents of Stonor, inviting them to apply for free season tickets to certain Stonor Park events. This had been well-received and a letter was sent by the Chairman to the Hon. William Stonor thanking on behalf of the residents.
- b) Diversion signs Mr. Stracey requested that OCC Highways should be contacted asking for the surplus road diversion signs to be removed. PP

52/18 Any other business (cont)

- c) Cleaning road signs Mr. Collett asked whether there was any arrangement for the cleaning of road signs, particularly the 30 mph signs in Russells Water. The Clerk will contact OCC Highways. PP

53/18 Date, Time and Place of Next Meeting

To be confirmed: Thursday, 28th June 2018, 7.00 p.m., at The Village Hall, Russells Water.

54/18 There being no further business to discuss, the Chairman declared the meeting closed.

.....Chairman