

Wheatley Parish Council

MINUTES OF THE MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF THE COUNCIL HELD ON MONDAY 19th SEPTEMBER 2016 IN THE MERRY BELLS COFFEE ROOM AT 7.30PM

PRESENT: Councillors: P Gregory (Chairman), P Hood, P Willmott, A Davies, J Carr,
G Stephens, T Newman, T Davies & S Coleridge

OFFICER: The Clerk: Gareth Morris

Also Present: 2 members of the public

67. APOLOGIES FOR ABSENCE - None

68. DECLARATIONS OF INTEREST - None

69. MINUTES OF THE PREVIOUS MEETING HELD 18th JULY 2016 which had been circulated previously were signed as a correct and accurate record

70. UPDATE ON ITEMS FROM THE MEETING HELD ON 18th JULY 2016

i) Minute 26(i) – Bench in the Memorial Gardens. The clerk was still having trouble getting into the online faculty application form.

Cllr Stephens proposed and Cllr Hood seconded that we go ahead with the installation. This was Agreed

ii) Minute 36(ii) – Application for Grant Aid from SODC for noticeboards and seats.

The application for grant aid had been made. But had been told that planning permission would be needed for the new noticeboard by the Triangle. Payment of £97 had been made and an application would be made shortly.

71. TO RECEIVE AN UPDATE ON MATTERS RELATING TO AND THE WHEATLEY PLAYING FIELD TRUST AND THE HOLTON PLAYING FIELDS

i) Report on the incursion by travellers. Eviction notices and the clean-up cost the council £2,200.

ii) Payment for clearance of old furniture and cricket net framework and fire door £569.93 inc VAT- **Agreed** that this should be paid

Due to absences the Extra Ordinary meeting to be put back to 17th October and the F&GP would be 24th October

72. TO REPORT ON THE PROGRESS MADE IN THE INSTALLATION OF THE VEHICLE ACTIVATED SIGNS

Unfortunately the plans for the underground cabling of the utilities showed that that each of the three locations could be affected. Therefore hand dug trenches would be made to see if those locations could be used. This would cost £1,166.00 (ex VAT). These had been dug in the last week but no report as yet had been received.

73. TO BEGIN THE BUDGET PROCESS FOR 2017/2018

Cllr T Davies agreed to help the clerk in formulating next year's budget

74. TO REPORT ON THE PROGRESS ON DEALING WITH ROCK FALL FROM THE CLIFF IN CHURCH ROAD RECREATION GROUND

Nothing further had been heard from the consultants since the 'General Terms and Conditions of Engagement' had been signed and returned in July

75. GRANTS, LICENCES AND SUBSCRIPTIONS – None

76. TO RECEIVE AN UPDATE ON THE SITUATION OF THE MAPLE TREE CHILDREN'S CENTRE

The representatives of the centre agreed that they would come back to the committee with a Business Plan before the Parish Council could consider what they would be able to contribute

77. TO CONSIDER THE SURPLUS MADE ON THE QUEENS 90TH BIRTHDAY CELEBRATIONS

Cllr T Davies said that it would be unlikely there would be any surplus to distribute

78. CLERK UPDATE

- i) New swings – Church Road Recreation Ground – The two 'bucket swings' in Church Road Recreation ground had become extremely corroded and had now been replaced.
- ii) External Audit 2015-2016- BDO, the Parish Council external auditors had returned the Annual Return with the *comment 'the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.'*
This report would now be presented to the November Parish Council meeting and noted

79. TO RECEIVE A BUDGET FROM THE NEIGHBOURHOOD PLAN GROUP

The clerk reported that the form expressing an interest in applying for a grant from the Government had been submitted. A further form was awaited

The budget for the Neighbourhood Plan had been circulated to all councillors with the Agenda

The committee confirmed that the £1,000 from the Parish Council when the Neighbourhood Plan group was set up was a loan not a grant

The extra column that Cllr T Davies suggested should be included be requested

80. TO CONSIDER THE GENERAL TIDINESS OF THE VILLAGE INCLUDING TREES AND FOOTPATHS

A request from a parent to allow her son to clean signs in the village as the community aspect of his Duke of Edinburgh Award. The Committee had no objection to this provided the proper Personal Protective equipment was provided and the young man was supervised by a parent.

A resident whose property bordered the Littleworth allotments wanted the Parish Council to deal with the trees that were overlooking her property.

A councillor pointed out that just because a resident requested action it didn't mean the Parish Council had to comply with the request. The clerk would visit the site.

If any councillor felt that a gully/grid needed emptying then they could report it on the 'Fix-my-Street' website.

81. FINANCIAL MANAGEMENT

a) Budget up to end of August 2016 was discussed A completed copy of reconciled bank statement was signed by the Chairman & RFO

b) Balances

After the cheques below have been paid the balances on the council's accounts as at 13th September 2016 would be as follows:

Community	£2,687.26
Tracker	£97,898.59
Treasury	£60,962.08

82. SCHEDULE OF PAYMENTS AUTHORISED

Cheque no.	Payee	Payment details	Amount
	Cheques paid		
106601-05,&616	GM/SW/JF/AR/OCC/HMR&C	July sals/wages/Paye/NIC	4,859.16
	GM/SW/JF/AR/OCC/HMR&C	Aug sals/wages/Paye/NIC	4,504.61
106617	The Post Office	stamps	119.00
106618	Lyreco Ltd	Paper and envelopes	58.59
106619	Parchments of Oxford	August/September newsletter	1,871.40
106620	Green Scythe (new cheque)	Recs (June cut)	237.84
106621	Buryhook (Replacement cheque)	Work in St Mary's Close	1,260.00
106622	Annette Richards	August/September newsletter	680.00
106623	Mainstream Digital	Tel. Calls July 2016	4.51
106624	St Mary's Church	Grant Aid	500.00
106625	Lyreco Ltd	Paper and sundry goods	40.28
106626	MDmessagemaker	Hand Dig Trial Holes	699.60
106627	Ingram Associates	Eviction Notices	480.00
106627	Ingram Associates	Clean up after travellers	2,670.00
106628	Vale of White Horse DC	Garden Waste bin 2016/17	37.00
106636	J.Fox	Neighbourhood Plan Expenses	82.18
106637	Universal Access Ltd	Fence panels for Ch Rd Rec July	337.82
		Total	£13,590.60
	Cheques to Pay		
106638	Safe and Sound Playgrounds	New Swings Church Road Rec	494.40
106639	Paul Edson Print Management	NP posters	10.80
106640	M Aitkin (gardener)	Work in the Memorial Gardens	99.00
106641	G Zasuwa	Office window cleaning	5.00
106642	Berinsfield Community Business	Grass verges July 2016	608.33
106643	Green Scythe Ltd	Recs x 2 +Ambrose Rise Ditch	809.28
106644	Lyreco UK Ltd	Paper and office supplies	78.20
106645	Mainstream Digital	August tel. calls	1.03
106646	Universal Access Ltd	Fence Panels for Ch Rd Rec	323.14
106647	BDO LLP	External Audit 2015-2016	480.00
106648	Roy Gordon	P'copying Neighbourhood Plan	11.00
106649	CPRE	2016 subscription	36.00
106650	Thames Water	Memorial Gardens	10.41

106651	Berinsfield Community Business	Verges August	608.33
106652	The Post Office	Stamps	194.00
106655	R Bell	Land Registry Searches N Plan	62.80
	GM/SW/JF/AR/OCC/HMR&C	September sals/wages/Paye/NIC	4,500.00
		Total	£ 8,332.32

INCOME RECEIVED SINCE LAST MEETING

Income details	Amount
VAT refund	1,298.85
Newsletter Advertising	5,340.00
Allotments	12.00
Photocopying	8.00
Interest Treasury Account	36.24
Interest Tracker Account	15.07
Total	£6,710.16

83. PUBLICATIONS & CORRESPONDENCE RECEIVED - Noted

- i) The Haseleys September 2016*
- ii) Little Milton Newsletter – August 2016*
- iii) Great Milton Bulletin –August 2016*
- iv) URC Newsletter – September 2016*
- v) Tiddington with Albury and Milton Common –August/September 2016*
- vi) The Haseleys – July 2016*
- vii) CPRE Countryside Voice Summer 2016 and “Fieldwork” Summer 2016*
- viii) Clerks and Councils Direct – September 2016.

* On display in Parish Office

84. DATE OF NEXT MEETING – 24th October 2016 - Noted

85. ITEMS FOR INFORMATION

- Cllr A Davies asked for feedback on the TVP Day of Action. Councillors present on the day said they thought it had been a worthwhile exercise and they appreciated the letter of thanks that had been sent to them by Inspector Harling
- Cllr Carr reported that she had been asked if a seat could be put at the bus stop on the south side of Church Road just west of Friday Lane. Cllr Carr asked Cllr Gregory to help her check the measurements
- Cllr Newman asked if there could be an item on the cost of grass cutting across the village
- The clerk reported the following items
The road through Littleworth had been closed for 3 hours earlier in the for repairs to an inspection cover
Ladder Hill was to be closed from Kelham Hall Drive to Windmill Lane from 26th September for 3 weeks for work on a collapsed sewer.

The meeting closed at 9.16pm