

# Baldons Parish Council

## Minutes of the Annual Parish Council Meeting held on Monday 8<sup>th</sup> July 2024 at 7.30pm in the Village Hall

<b>Present:</b>	Cllr Dawn McGiveron (Chairman; DMcG), Cllr Andy Speight (Vice Chairman; AS), Cllr Phil Price (PP), Cllr Adam White (AW), District Cllr Sam Casey-Rerhaye (SCR), Catherine Morgan (Clerk)
<b>Members of the public</b>	There were four members of the public in attendance

Ref	Item	Notes	Action
034/24	<b>Introduction by the Chairman</b>	The Chairman welcomed everyone to the meeting.	
035/24	<b>Apologies for absence</b>	Apologies were accepted from County Councillor Robin Bennett, Cllr Collett and Cllr Williams.	
036/24	<b>Declarations of Interests</b>	There were no new declarations of interest made.	
037/24	<b>Minutes of the Previous Meetings</b>	The minutes of the meeting held on 13 <sup>th</sup> May 2024 were approved as an accurate record.	<b>Proposed AS, 2nd AW</b>
038/24	<b>Matters Arising</b>	AS reminded the Council of the bramble-clearing discussed at the last meeting. This shall be discussed under section 043/24 later in this meeting.	
039/24	<b>Open Forum</b>	A query was raised regarding the current developments of the footpath over to the A40874.	<b>Action: Clerk to follow up</b>
		Chair of the Governors of the School, Tom James, enquired as to whether the PC had received any complaints in response to a letter sent to parents from the school regarding parents using the bridleway for access. The PC confirmed it has not received any. AS congratulated the School on the success of recent activities including the Positive Art Day and the Maypole Foundation Day.	
		A query was raised regarding the Bridleway signs that have recently been installed. The PC confirmed that this was carried out by the OCC Countryside Officer.	
040/23	<b>Village Matters</b>	<b>(i) Parking on &amp; around The Green</b> Parking adjacent to the School - DMcG suggested that the PC meets again with the School to better understand the School's requirements for staff parking.  PP highlighted the benefit to the whole village if there's no further erosion to the Green and suggested investigating the possibility of formally using more of the Green for parking if necessary - especially if the School is likely to expand in the future. Tom James explained that whilst there is a high number of staff, particularly those working with SEND, the actual pupil roll is currently falling.	<b>Action: DMcG to arrange meeting</b>
		<b>(ii) Green erosion proposed works update</b> AS reported that OCC are currently investigating two projects that could impact the Parish.	

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		<p>1) A trial on repairing erosion across Oxon, for which The Baldons would be a good fit.</p> <p>2) A traffic-calming trial across Oxon, again, for which The Baldons could be an appropriate location. OCC are looking at the impact on other counties that have done this. It would involve cameras at both ends of the village timing whether cars actually stop in the village or drive straight through. AS will keep the PC updated on both.</p>	
		<p><b>(iii) Play area consultation</b> DMcG summarised the results of the latest round of consultation. A total of 140 responses were received. Overall, 62.8% agreed or strongly agreed with the concept of providing a play area in the Baldons with 27.1% strongly disagreeing or disagreeing. With regards to location, the Village Hall was the leading preference with 54.3% vs 41.4% for the Green. The consultation detailed results in excel format are available by contacting the Clerk on <a href="mailto:clerk@baldonspc.org">clerk@baldonspc.org</a>.</p> <p>Given these results, LC proposed the next step would be to approach Barclays, who own the area by the Village Hall, to negotiate the use of this land.</p> <p>There was discussion about the Green remaining as a backup option should the Village Hall proposal not come to fruition. Concern was raised that a playground might be in breach of The Baldons Neighbourhood Plan. SCR suggested this shouldn't be an issue as a playground wouldn't count as a development.</p> <p>AS suggested looking at making a grant application for this project. A number of options for this were discussed and will be explored.</p>	<p><b>Action:</b> LC/DMcG</p> <p><b>Action:</b> LC/DMcG</p>
		<p><b>(iv) Draft revised Neighbourhood Plan - feedback from SODC</b> DMcG reported that the draft revised Neighbourhood Plan has been submitted to SODC for comment/review. Only one development is left from the developments allowed for in the original plan and there is no ongoing obligation, nor intention, to allow further development. The potential exception to this is affordable housing.</p> <p>The next stage of the revision of the Neighbourhood Plan is a parish consultation. This will comprise a flyer delivered to each property informing them of the revised Neighbourhood Plan, where to find a copy of it and how to make comments. Hard copies will be made available in addition to the document being published on the Baldons website. Following this consultation, the SODC Neighbourhood Planning Team will then conduct a more formal review.</p>	
		<p><b>(v) Update on Tinny Lane</b> AS reported that he and a small team of helpful volunteers, including Lewis Gerring and his excavator, have improved the integrity of Tinny Lane. DMcG complimented AS and the volunteers for the improvement this has made. A watching brief will remain for now to see how these works hold up and whether any further work will be required.</p>	
		<p><b>(vi) Update on Fixmystreet superusers programme</b> AS reported that the system is working well. He has listed four or five issues on the site and they've all been addressed within the stipulated 28 days.</p>	
		<p><b>(vii) Review of Grass Cutting Arrangements</b></p>	

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		<p>There was extensive discussion about the current and proposed grass cutting arrangements. It was agreed to proceed with the new schedule and budget, which would mean (per year, including VAT) £2,250 for regular grass cutting (increasing from £1698) and £216 for strimming Marsh Baldon (not previously accounted for).</p> <p>It was suggested that the grass would look tidier if the “orange” areas, abutting the cricket outfield, were cut more often. The Clerk will request a quote from the grass cutting contractor for this.</p> <p>The flailing of the West side, which had formerly been overlooked this year, is still outstanding. DMcG offered to follow up on this. Clerk to share the contractor’s phone number.</p> <p>DMcG thanked the Clerk for her hard work on this.</p>	<p>Action: Clerk</p> <p>Action DMcG</p> <p>Action: Clerk</p>																																																																																															
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043/24	RFO report	<p><b>a. To receive the current status of the accounts</b></p> <p>There was extensive discussion regarding the minimum general reserves the PC should carry. A target of six months’ worth of precept was agreed as the aim for general reserves in the accounts.</p> <p><b>b. To approve the invoices since May meeting</b></p> <table border="1"> <thead> <tr> <th>Date</th> <th>Description</th> <th>Payee</th> <th>Amount (incl VAT) (£)</th> <th>VAT (£)</th> </tr> </thead> <tbody> <tr> <td>08/05/2024</td> <td>Google Cloud</td> <td>Google</td> <td>42.00</td> <td></td> </tr> <tr> <td>24/05/2024</td> <td>Data Protection</td> <td>ICO</td> <td>35.00</td> <td></td> </tr> <tr> <td>30/05/2024</td> <td>Annual Insurance</td> <td>Clear Insurance</td> <td>421.92</td> <td></td> </tr> <tr> <td>30/05/2024</td> <td>Clerk training FILCA - 50%</td> <td>SLCC</td> <td>72.00</td> <td>12.00</td> </tr> <tr> <td>30/05/2024</td> <td>Clerk salary April</td> <td>C Morgan</td> <td>708.75</td> <td></td> </tr> <tr> <td>30/05/2024</td> <td>Clerk expenses April</td> <td>C Morgan</td> <td>15.30</td> <td></td> </tr> <tr> <td>07/06/2024</td> <td>Google Cloud</td> <td>Google</td> <td>42.00</td> <td></td> </tr> <tr> <td>20/06/2024</td> <td>Clerk salary</td> <td>C Morgan</td> <td>346.50</td> <td></td> </tr> <tr> <td>20/06/2024</td> <td>Clerk expenses</td> <td>C Morgan</td> <td>34.60</td> <td>1.42</td> </tr> <tr> <td>20/06/2024</td> <td>Internal audit</td> <td>Auditing Solutions Ltd</td> <td>252.00</td> <td>42.00</td> </tr> <tr> <td>20/06/2024</td> <td>Dog bin emptying April</td> <td>Tactical Facilities Management</td> <td>128.88</td> <td>21.48</td> </tr> <tr> <td>20/06/2024</td> <td>Dog bin emptying May</td> <td>Tactical Facilities Management</td> <td>103.10</td> <td>17.18</td> </tr> <tr> <td>20/06/2024</td> <td>Toot Footbridge over ditch</td> <td>Martin Drew T/A Woodland Service</td> <td>1734.00</td> <td>289.00</td> </tr> <tr> <td>20/06/2024</td> <td>Tinny Lane materials</td> <td>AWBS Ltd</td> <td>240.38</td> <td>40.06</td> </tr> <tr> <td>02/07/2024</td> <td>Grass cutting cricket field one-off</td> <td>Tactical Facilities Management</td> <td>156.00</td> <td>26.00</td> </tr> <tr> <td>02/07/2024</td> <td>Mapping website</td> <td>Geosphere Ltd - Parish Online</td> <td>38.40</td> <td>6.40</td> </tr> <tr> <td>02/07/2024</td> <td>Dog bin emptying June (less previous)</td> <td>Tactical Facilities Management</td> <td>6.44</td> <td>1.07</td> </tr> <tr> <td colspan="3" style="text-align: right;"><b>Total</b></td> <td><b>4377.27</b></td> <td><b>456.61</b></td> </tr> </tbody> </table> <p><b>c. approve internal audit report</b></p> <p><b>d. approve transparency information</b></p>	Date	Description	Payee	Amount (incl VAT) (£)	VAT (£)	08/05/2024	Google Cloud	Google	42.00		24/05/2024	Data Protection	ICO	35.00		30/05/2024	Annual Insurance	Clear Insurance	421.92		30/05/2024	Clerk training FILCA - 50%	SLCC	72.00	12.00	30/05/2024	Clerk salary April	C Morgan	708.75		30/05/2024	Clerk expenses April	C Morgan	15.30		07/06/2024	Google Cloud	Google	42.00		20/06/2024	Clerk salary	C Morgan	346.50		20/06/2024	Clerk expenses	C Morgan	34.60	1.42	20/06/2024	Internal audit	Auditing Solutions Ltd	252.00	42.00	20/06/2024	Dog bin emptying April	Tactical Facilities Management	128.88	21.48	20/06/2024	Dog bin emptying May	Tactical Facilities Management	103.10	17.18	20/06/2024	Toot Footbridge over ditch	Martin Drew T/A Woodland Service	1734.00	289.00	20/06/2024	Tinny Lane materials	AWBS Ltd	240.38	40.06	02/07/2024	Grass cutting cricket field one-off	Tactical Facilities Management	156.00	26.00	02/07/2024	Mapping website	Geosphere Ltd - Parish Online	38.40	6.40	02/07/2024	Dog bin emptying June (less previous)	Tactical Facilities Management	6.44	1.07	<b>Total</b>			<b>4377.27</b>	<b>456.61</b>	<p>Accounts approved</p> <p>Proposed AW, 2nd PP</p> <p>Invoices approved</p> <p>Internal audit report was approved</p> <p>Transparency information to be published was approved</p>
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044/24	Local Planning	To consider and agree new planning applications:																																																																																																

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		<p>P23/S2542/FUL: Conversion of a redundant barn to a single dwelling unit with a front projecting single storey extension to create an entrance hall, with also a detached store. (as amended and clarified by revised drawing, revised materials, roof light details and structural report received 15 September 2023 and as further clarified by revised structural repair details and drawing 2127-02B accompanying Agent's email dated 5 June 2024). (Comments already submitted).</p> <p>P23/S2544/FUL: Conversion of redundant barn to a single dwelling unit with a front projecting extension to create an entrance hall, with also a detached garage and store outbuilding. (as amended and clarified by revised drawing, revised materials, roof light details and structural report received 15 September 2023 and as further clarified by revised structural repair details and drawings 2127-02B and 2127-05B accompanying agent's email dated 5 June 2024). (Comments already submitted).</p> <p><b>To receive decision notices:</b></p> <p>P24/S1558/LB: Replacement of 5 timber (secondary glazing) framed windows to hardwood heritage casement windows. Removal of front porch and replacement of front door (hardwood timber). 47 The Green Marsh Baldon OX44 9LP Permitted - pending approval of the design and size and windows themselves.</p> <p>There was some discussion regarding the solar farm development. SCR highlighted that there is still an opportunity to submit comments on this project should further issues arise.</p>	
045/24	Item for the next Agenda	<ul style="list-style-type: none"> <li>County footpath initiative</li> <li>Broader issues re brambles across villages.</li> </ul>	
046/24	Agree dates of Meetings 2025	Deferred to next meeting due to time constraints.	
047/24	Date of Next Meeting	Monday 9 <sup>th</sup> September 2024 at 7.30pm	
048/24	Future dates	11 <sup>th</sup> November 2024	

Signed as a true record:

Date: