

BALDONS PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 10 July 2023 at 7.30pm in the Village Hall

Present:	Dawn McGiveron (DMcG), Phil Price (PP), Andy Speight (AS), Adam White (AW), Tom James (TJ; Clerk), Sam Casey-Rerhaye (SODC), Robin Bennett (OCC)
Members of the public	There were nine members of the public in attendance

Ref	Item	Notes	Action
034/23	Introduction by the Chairman	The Chairman welcomed and thanked the members of the public for attending the meeting	
035/23	Apologies for absence:	Apologies were accepted from Lauren Collett	
036/23	Declarations of Interests	There were no new declarations of interest made.	
037/23	Minutes of the Previous Meetings	The minutes of the meeting held on 15 May 2023 were approved as an accurate record	Approved
038/23	Matters Arising	Sally-Anne Williams was co-opted onto the Parish Council as Councillor for Toot Baldon. Proposed: AW Seconded: AS Vote was unanimous	Cllr. co-opted
039/23	Open Forum	The following points were raised by members of the public: i. Dogs are not kept on the lead when walking through the graveyard at St Lawrence. PC agreed to include this in its next report in the Newsletter. ii. Parents from the school were using the southern track as a cut-through, rather than turning round. The Clerk agreed to raise this with the Headteacher.	Note in Parish Newsletter
040/23	Village Matters	(i) Strategic Plan The Chairman explained that a draft strategic plan has been drawn up, using ideas from villagers and councillors, on possible future projects. Some of these projects are relatively simple and easily funded using CIL funds. Others will need grant-funding or teams of volunteers and so will take time to complete, if at all. It was agreed to publish the full list in the next Newsletter.	
041/23		(ii) Oak posts along the southern track The PC had received a number of requests for the posts to be removed from the southern track.	

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		The posts had been installed, when the track was in a very poor state, to prevent vehicles driving on the green. Now the track has been renovated and pothole-free, the posts may no longer be required. It was agreed to keep those posts nearest the pub as these marked the end of the pub car parking area. The other posts could be removed and stored. The situation would then be monitored to ensure cars did not revert to driving on the green.	
042/23		(iii) Parish Website The Baldons website serves as both a village website as well as a council website. The Council is very grateful to Peter Burke for his excellent work setting up and maintaining the site. The site does need some tidying-up and a volunteer had been found to help with this project. Michael Bamforth has agreed to help with the website	
043/23		(iv) Tinny Lane The Chairman and Clerk have met with the Countryside Officer at Tinny Lane. Extra signs have been added to deter vehicle users. Advice was also given on the best way to improve the lane. Grant money might be available to support possible improvements.	
044/23		(v) Update on present projects a. Bridge over the ditch A new bridge is being installed over the ditch on the east end of the green. The new bridge will be wider to improve access. b. Dog waste bin A dog waste bin has been acquired and will be installed in the small car park by St Lawrence church.	
045/23		(vi) Meeting with Savills The PC has met with Angus Richards, from Savills, who act as agents for Queens' College. It was agreed that a document would be drawn up outlining the responsibilities of the College and the PC. At the meeting, various future building projects were discussed: two barn conversions in Toot Baldon and a small house, overlooking the green, in Marsh Baldon.	Finalise Queens' document
046/23		(vii) Jubilee trees The Clerk was asked to arrange for the grass around the trees to be trimmed.	Clerk to arrange strimming
047/23		(viii) Proposed changes to footpaths The proposed changes to the footpaths in Little Baldon were approved. Part of the changes to the footpath was approved as it improved the privacy of Nineveh farm. The other changes were opposed as they would move the path closer to the solar farm	
048/23		(ix) Broadband speed in the villages RB presented his findings to the Council. There appeared no simple solution to those houses with poor broadband speed. The PC will continue explore possible solutions to the problem.	
049/23	Report from OCC	RB highlighted a number of points from his monthly report: 1. Summer Reading project in local libraries 2. Councillor priority fund for local projects 3. Shared house scheme 4. HIF1 consultation for the planning application for the Culham bridge and associated road changes.	

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050/23	Report from SODC	The monthly report was circulated in advance. Key points for the PC were a number of SODC surveys into waste services and air-quality. The Planning Department are offering monthly 15-minute surgeries to provide advice to councils.																																																																		
051/23	Treasurer's report	(i) To adopt the Internal Audit report The annual Internal Audit report was circulated in advance. All the action points from 2021/22 had been completed. The Auditor asked for the Fixed Asset Register to be reviewed. The Clerk had received advice on the best format to use. The Internal Audit was adopted. Proposed: AW Seconded: DMcG	Internal Audit adopted																																																																	
051/23		(ii) Reviewing and replacing the Fixed Asset Register was approved as the Internal Audit action plan. Proposed: AS Seconded: AW	Action plan approved																																																																	
052/23		(iii) The Clerk circulated the revised Fixed Asset Register. The new register was approved and adopted by the PC Proposed: DMcG Seconded: AW	Fixed Asset register approved																																																																	
053/23		(iv) The accounts and reconciliation for June and July, which had been verified by Cllr. Price, were unanimously adopted as an accurate record	Accounting Statements approved																																																																	
054/23		(v) The following payments were approved: <table border="1"> <thead> <tr> <th>Date</th> <th>Description</th> <th>Payee</th> <th>Amount (£)</th> <th>VAT (£)</th> </tr> </thead> <tbody> <tr> <td>9.5.23</td> <td>Google domain renewal</td> <td>Google</td> <td>32.34</td> <td></td> </tr> <tr> <td>23.5.23</td> <td>Road planings for the track</td> <td>Hazell & Jefferies</td> <td>324.00</td> <td>54.00</td> </tr> <tr> <td>24.5.23</td> <td>Clerk's expenses</td> <td>Tjames</td> <td>119.03</td> <td></td> </tr> <tr> <td>24.5.23</td> <td>Clerk's wages</td> <td>Tjames</td> <td>360.00</td> <td></td> </tr> <tr> <td>24.5.23</td> <td>PAYE (Tjames)</td> <td>HMRC Cumbernauld</td> <td>240.00</td> <td></td> </tr> <tr> <td>5.6.23</td> <td>TB election fee</td> <td>SODC</td> <td>200.00</td> <td></td> </tr> <tr> <td>5.6.23</td> <td>MB election fee</td> <td>SODC</td> <td>200.00</td> <td></td> </tr> <tr> <td>5.6.23</td> <td>Internal audit</td> <td>Auditing Solutions</td> <td>240.00</td> <td>40.00</td> </tr> <tr> <td>6.6.23</td> <td>Grass cutting on the green</td> <td>Ady Podbery</td> <td>189.60</td> <td>31.60</td> </tr> <tr> <td>7.6.23</td> <td>Google Cloud</td> <td>Google</td> <td>32.20</td> <td></td> </tr> <tr> <td>8.6.23</td> <td>Dog bin emptying</td> <td>Tactical Facilities</td> <td>96.66</td> <td>16.11</td> </tr> <tr> <td>9.6.23</td> <td>Purchase new dog waste bin</td> <td>Glasdon</td> <td>420.18</td> <td>70.03</td> </tr> </tbody> </table>	Date	Description	Payee	Amount (£)	VAT (£)	9.5.23	Google domain renewal	Google	32.34		23.5.23	Road planings for the track	Hazell & Jefferies	324.00	54.00	24.5.23	Clerk's expenses	Tjames	119.03		24.5.23	Clerk's wages	Tjames	360.00		24.5.23	PAYE (Tjames)	HMRC Cumbernauld	240.00		5.6.23	TB election fee	SODC	200.00		5.6.23	MB election fee	SODC	200.00		5.6.23	Internal audit	Auditing Solutions	240.00	40.00	6.6.23	Grass cutting on the green	Ady Podbery	189.60	31.60	7.6.23	Google Cloud	Google	32.20		8.6.23	Dog bin emptying	Tactical Facilities	96.66	16.11	9.6.23	Purchase new dog waste bin	Glasdon	420.18	70.03	Payments approved
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055/23	Local Planning	There were no current applications for discussion																																																																		
056/23	Item for the next Agenda																																																																			
057/23	Date of Next Meeting	Monday 11 September 2023 at 7.30pm																																																																		
058/23	Future dates	13 November 2023 8 January 2024 11 March 2024 22 April 2024 – Annual Villages Meeting (to be confirmed) 13 May 2024 – BPC AGM 8 July 2024 9 September 2024 11 November 2024.																																																																		

Signed as a true record:



Date: 11 September 2023

17.7.23

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Agreed actions:

Action	Responsibility	Action
Visit site in Toot Baldon prone to flooding from farm run-off water	DMcG, AS	Done
Contact CIL department at SODC concerning fund maintenance of Tinny Lane	Clerk	Done
Cost of installing an extra dog waste bin by St Lawrence	Clerk	Done
Contact rural connectivity at OCC concerning broadband in villages	DMcG, AW	Feedback from OCC
Increasing height and size of peninsular outside Seven Stars pub	AS	In progress
Cost of semi-circular bench	LC	In progress
Insurance and liability of defibrillator	Clerk	In progress
Note in newsletter re. dogs on lead in church	DMCG/Clerk	Done
Note on strategic plan projects in newsletter	DMCG/Clerk	Done
Clerk to arrange strimming around Jubilee tress	Clerk	Done
Finalise Queens' document	Council	Done