

# BALDONS PARISH COUNCIL

## Minutes of the AGM of the Parish Council

Meeting held on Monday 15 May 2023 at 7.30pm in the Village Hall

<b>Present:</b>	Dawn McGiveron (DMcG), Lauren Collett (LC), Phil Price (PP), Andy Speight (AS), Adam White (AW), Tom James (TJ; Clerk), Sam Casey-Rerhaye (SODC)
<b>Members of the public</b>	There were three members of the public in attendance

Ref	Item	Notes	Action
001/23	<b>Election of Officers</b>	Dawn McGiveron was duly elected to the position of Chairman for 2023/24 Proposed: Adam White Seconded: Lauren Collett Andy Speight was duly elected to the position of Vice-Chairman Proposed: Dawn McGiveron Seconded: Adam White	<b>Officers elected</b>
002/23	<b>Declaration of Officers</b>	The Declarations of Acceptance of Office was duly signed in the presence of the Clerk	
003/23	<b>Introduction by the Chairman</b>	The Chairman welcomed the newly elected council and thanked the members of the public for attending the meeting	
004/23	<b>Apologies for absence:</b>	Apologies were accepted from Robin Bennett (OCC)	
005/23	<b>Declarations of Interests</b>	There were no new declarations of interest made.	
006/23	<b>Minutes of the Previous Meetings</b>	(i) The minutes of the meeting held on 13 March 2023 were approved as an accurate record	<b>Approved</b>
007/23		(ii) The minutes from annual meeting of Toot and Marsh Baldon Parishes, held on 4 April 2023 were approved, in principle, as an accurate record.	<b>Approved, in principle</b>
007/23	<b>Matters Arising</b>	(i) The Chairman thanked BEC and all the volunteers for their planning and hard work with the Coronation Celebration. A very successful event. (ii) There is a problem with flooding by the Mole Inn. The Clerk had been in contact with Highways and they are looking into the problem. (iii) AW enquired about the planning application for an extension at Rojac. The Clerk explained that the planning department was waiting for a drawing corroborated by sound and trace to show the route of the culverted watercourse.	

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<b>008/23</b>	<b>Open Forum</b>	Concerns were raised by a member of the public concerning the drainage of farm run-off water in Toot Baldon. The Chairman and Vice-chairman agreed to carry-out a site visit.	<b>DMcG and AS to visit site.</b>
<b>009/23</b>	<b>Village Matters</b>	<p><b>(i) Tinny Lane</b> Tinny Lane is widely used by residents and horse riders. However, it becomes very muddy during the wet weather and is unsuitable, for example, for families trying to walk from Toot Baldon to the school. The water seems to be running well down the ditch and the culvert is clear at the bottom of the lane. It was suggested that the piles of dead vegetation could be removed to ease the problem. It was agreed that a long-lasting solution needed to be found. The project might be funded by CIL funds. Clerk will contact SODC CIL department.</p> <p><b>(ii) Peninsular by Seven Stars pub</b> Concern was raised that the peninsular by the entrance to the southern track was now being used for car parking. This will erode the peninsular as well as increasing wear and tear on the track. It was agreed that topsoil should be used to raise the height of the peninsular as well as increase the depth of the area to make vehicles to reduce their speed when turning into the track. The council agreed that a semi-circulate bench placed on the peninsular would deter parking. AS agreed to oversee increasing the size of the peninsular LC to source a suitable bench.</p> <p><b>(iii) Live-streaming council meetings</b> The council had discussed the possibility of live-streaming meetings but, on balance, felt that it would not invest in the infrastructure required. The minutes are on the village website and the agendas circulated by BaldonsInfo. Hopefully, these will encourage people to attend the meetings in person.</p> <p><b>(iv) Broadband</b> Many households do not have access to high-speed broadband. With 23 registered companies in the villages, the council agreed to contact OCC about providing high speed as part of the rural business connectivity programme. DMcG and AW agreed to contact OCC</p>	<p><b>DMcG to contact Countryside Officer</b></p> <p><b>Clerk to contact SODC</b></p> <p><b>AS to organise peninsular work LC to source bench</b></p> <p><b>DMcG and AW to contact OCC</b></p>
<b>010/23</b>	<b>Report from OCC</b>	A report detailing the councillor grant scheme was circulated. The possibility of applying for a grant to make water available was discussed.	
<b>011/23</b>	<b>Report from SODC</b>	SC-R reported that the LibDems now had overall control of the council. The Green Party had increased the number of councillors and had agreed to work with the LibDems.	



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		12(viii) The revised <b>Code of Conduct</b> , circulated before the meeting was unanimously approved. Proposed: DMcG Seconded: LC	<b>Approved</b>
<b>019/23</b>		12(ix) The revised <b>Statement of Internal Control</b> , circulated before the meeting was unanimously approved. Proposed: DMcG Seconded: AS	<b>Approved</b>
<b>020/23</b>		12(x) The revised Risk Register, circulated before the meeting was unanimously approved. The risks were now shared between the Clerk and named councillors. AS requested, that to minimise the risk from outside contractors, they should submit the Risk and management statements before starting any work. The Clerk will enquire about insurance for the defibrillator, at present, it is maintained by Community Heartbeat.	<b>Clerk to contact Community Heartbeat</b>
<b>021/23</b>		12(xi) The <b>Fixed Asset Register</b> had been updated with the replacement costs of the council's assets. This was approved unanimously. Proposed: DMcG Seconded: LC	<b>Approved</b>
<b>022/23</b>		12(xii) The <b>Financial Regulations 2023/24</b> circulated before the meeting was unanimously approved.	<b>Approved</b>
<b>023/23</b>		12(xiii) The <b>Freedom of Information Policy 2023/24</b> circulated before the meeting was unanimously approved. Proposed: LC Seconded: AW	<b>Approved</b>
<b>024/23</b>		12(xiv) The <b>Privacy Policy</b> , circulated before the meeting was unanimously approved. Proposed: PP Seconded: LC	<b>Approved</b>
<b>025/23</b>		12(xv) The list of <b>Councillors' Responsibilities</b> was unanimously approved. These will be posted on the council website.	<b>Approved</b>
<b>026/23</b>		12(xvi) As agreed last year, the Clerk's pay would be fixed at £12 per hour for 2023/24. This will be reviewed for 2024/25 Proposed: DMcG Seconded: LC	
<b>027/23</b>		12(xvii) The renewal of the insurance policy was approved. The Clerk reminded that the Council had approved a three-year plan to enable to fix costs.	<b>Insurance renewed</b>
<b>028/23</b>		12(xviii) A revised budget was circulated. Special payments for the Coronation Celebrations and west track repairs had already reduced the project surplus for 23/24 to £750. However, working reserves were in the region of £14,000 to cover any unforeseen costs.	
<b>029/23</b>		12(xix) The council had £16,423 CIL funds which would need to be spent on infrastructure projects in the next 5 years. Potential projects had been circulated in the Parish Newsletter and villager views requested.	
<b>030/23</b>	<b>Local Planning</b>	There were no current applications for discussion. Planning had been refused at Penstemon House	

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<b>031/23</b>	<b>Item for the next Agenda</b>	Internal Audit report	
<b>032/23</b>	<b>Date of Next Meeting</b>	Monday 10 July 2023 at 7.30pm	
<b>033/23</b>	<b>Future dates</b>	11 September 2023 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.	<b>Budget revised and approved</b>

Signed as a true record:



Date: 10 July 2023

## Agreed actions:

Action	Responsibility
Visit site in Toot Baldon prone to flooding from farm run-off water	DMcG, AS
Contact CIL department at SODC concerning fund maintenance of Tinny Lane	Clerk
Increasing height and size of peninsular outside Seven Stars pub	AS
Cost of semi-circular bench	LC
Contact rural connectivity at OCC concerning broadband in villages	DMcG, AW
Cost of installing an extra dog waste bin by St Lawrence	Clerk
Insurance and liability of defibrillator	Clerk