

GREAT COXWELL PARISH COUNCIL

Minutes of the Parish Council Annual Meeting held in the Parish Reading Room at 8pm on Monday 18th May 2015 in the Parish Reading Room.

PRESENT: Mrs. A Zinovieff in the Chair, Mrs A Burns, Mrs L Gale RFO Mr I Mason and the Clerk in attendance, C/Cllr Mrs J Heathcoat
2 parishioners

1. ELECTION OF CHAIRMAN

Mrs Annabelle Zinovieff agreed to carry on the role as Chairman for another year. This was proposed by Mrs A Burns and seconded by Mrs L Gale. Vice Chairman Mrs A Burns also agreed to keep her position; this was proposed by Mrs A Zinovieff and seconded by Mrs L Gale

2. APOLOGIES

Mr W Selby-Lowndes

3. DECLARATION OF INTEREST

None

4. MINUTES OF THE LAST ANNUAL MEETING MONDAY 12th MAY 2014

Minutes were approved and signed

5. MATTERS ARISING FROM THE MINUTES

There were no matters arising

6. CHAIRMAN'S REPORT FOR THE YEAR 2014/2015

Mrs A Zinovieff presented her report (attached)

7. Finance Report

1./ Audit 2014-15. The figures for the year have been entered into the spread sheet. I also attach a very brief summary table. Inevitably there will be adjustments between cost centres and errors to correct and VAT to reclaim. Therefore these must be regarded as provisional data at this stage.

Arrangements have been made to meet with the internal auditor on 22nd May. The actual audit will take place in mid-June and the final report must be sent to the external auditor by 13th July.

2/ Bank accounts. A new (current) bank account for the Park (account name: 'Great Coxwell Parish Park') have been set up. Having three accounts will lead to slightly less confusion and more clarity, giving a more-or-less instant 'snapshot' of the financial health, or otherwise, of our three cost centres: Reading Room, Park and Council.

Our 'deposit' account yields virtually no interest and serves no real purpose. I suggest that it is closed. The bank requires this request to be made in writing. I will draft a letter and bring it to the meeting for signature by two Councillors.

Once we have the balances for the RR, Park and Council, I will adjust the balance of the accounts so that they represent the true balance of funds for each.

3/ Accounts 2015-16. I wish to simplify recording and presenting for our figures for next year. I will discuss this with the internal auditor when we meet. I also would like to improve and simplify the way I report the monthly figures to the PC and attach a suggested report format for the year for your consideration. You will receive this in addition to the full spread-sheet, of course.

4/ Arrangements for signing cheques. I propose, that unless circumstances are exceptional an urgent payment must be made, that we only sign cheques once a month at the PC meeting. This will save me an enormous amount of time and inconvenience walking up and down the village collecting signatures. (We will need to make an exception and revert to the current system during the summer as we have a gap between meetings, in July, if I recall correctly.) Can we agree and minute this change, and ensure that we tell everyone doing work for us that this will be the arrangement henceforth?

5/ Payments for approval:

PC32/14	15/03/2015	cq735	Jo King misc expenses	40.00
PC33/14	15/03/2015	cq 736	Ian Mason misc expenses	40.00
PC34/14	15/03/2015	cq737	Richard Smith	360.00
PC35/14	26/03/2015	cq738	Village Welcome Pack	163.20
RR30/14	20/03/2015	cq 140	Mrs (Biddy) D Rounce- cleaner	30.00

8. Allotments report

Mrs A Burns continues to rent the allotments from the NT and carries out the general maintenance all allotments are all fully occupied.

9. County Councillors Report

At last months meeting a parishioner raised the issue of The Holloway with regard to carrying out a traffic survey, C/Cllr Heathcoat has looked in to this matter and had this response.

Speed/count with a radar box for one week, Price would be £100 +vat for a parish council. All that is needed is a location that has a lamp column/ telegraph pole that can fix the radar to. It must be a position that no cars will park in front of. The survey will cover speed and count of vehicle. Are booking about 3 weeks ahead.

10. **AOB**

- a. **Planning - Fernham Gate:** - Approved
- b. **Planning - Faringdon Golf Course:** - Application updated, still ongoing
- c. **Planning - Danes Cottage:** - Approved
- d. **Planning - Oakfield Riding School:** - Approved
- e. **Planning – Chowle Farm:** - Agricultural building consent, turn outbuilding into a dwelling, Parish Council informed but no response is required
- f. **Village e-mail/newsletter change**

Paper version of the newsletter takes up a lot of time and money, solution to this would be to send an e-mail with newsletter, this matter has been raised with the WI, and Church to gain their feedback. **Action: - PC voted to use e-mail in the future**

- g. **Holloway Road Survey**

See C/Cllrs report, **Action: - In principal to carrying out survey 3 PC voted yes, ANZ to talk to Mr R May.**

- h. **Community Plan**

To continue on with the Neighbourhood Plan, A Community Plan team is to be formed. **Action: - LG send ANZ a piece to put in newsletter asking for volunteers.**

- i. **Park**

It was resolved to close the Park whilst maintenance is carried out. **Action: - AB to contact contractors to inform them and to make signs to display the closure.**

Ambulance attended an incident in the Park and wasn't able to gain vehicular access as the gate is chained and locked for security purposes. **Action: - LG to contact NAG for assistance.**

- j. **Defibrillator**

Annabelle's Nursery wrote to the PC with information on a village defibrillator, this was seen as a good idea in principal but the village has no site/building manned with access to the public.

Action: - ANZ to write to Annabelle's

9. **Date next meeting**

Next PC meeting Monday 08th June at 8:00 pm Parish Reading Room

Distribution: All Parish Councillors, C/Cllr and D/Cllr, PCSO Davies, Notice Board

Chairman's Report May 2015

First off I would like to thank the members of the Parish Council. The work is voluntary and seems to be for ever increasing as is the busyness of every day life. We are helped by being brilliantly supported by our County councillor Judy Heathcoat. Over the last year we were also helped by Alison Thomson our outgoing District councillor from the Faringdon ward. The physical boundary between us and Faringdon did not change this year but the electoral boundary did. This election we voted with Shrivenham and Watchfield and welcome two new District councillors - Elaine Ware and Simon Howell. We hope to see them regularly at our meetings and ask for their help.

Back to the PC - Sadly we say goodbye to Andrew Whiting. Andrew has been on the council for over 30 years and we are hugely grateful for all he has done. Thank you.

Again the year was dominated by major planning applications. We are still fighting a number of large proposals; as well as District council consultations and County council consultations in both Oxfordshire and Wiltshire. We have been helped with our responses by Western Vale Villages group.

The Great Coxwell Neighbourhood Plan has taken up a lot of time this year. The team headed by Lauren Gale have done a brilliant job. Thank you to all her team. The Neighbourhood Plan referendum was on 12th March and I am glad to say it was passed. 116 parishioners voted YES to 6 voting no. We voted for the Vale White Horse District Council using the Great Coxwell NP in their considerations on planning applications.

Our finances are in good order thanks to Ian Mason our responsible financial officer. His report follows

Park - The council continue to manage the park. A number of repairs have been done over the year as well as maintenance and the park is in good order. Thank you to Mike Durham and Tommy Thompson who continue to do regular inspections of the park. The Village Teas still raise most of the funds needed to support it. The monthly teas are well attended by people from Great Coxwell and the surrounding area.

Reading Room - the Parish Council continue to be the sole trustees of the Parish Room Charity and are responsible for it. The Parish Council agrees to make up any deficit in the parish room finances. We hold separate Parish Room meetings. The Parish Council Clerk is in charge of it's bookings.

We continue to keep in contact with the village through the Newsletter and Village emails. Increasingly we have used the Friday village email to keep parishioners up to date with local events. Everyone is encouraged to pass on information via the newsletter email. The Parish Councillors names and contacts are on the notice board. We encourage you to get in contact if you have any village issues.

The Parish Council joined up with the Church to produce a welcome pack for the village. All households got a folder and new residence will be given an up to date copy to welcome them to the village.

A new Village website is up and running. Thank you to Peter Gale who has set this up and is regularly updating it.

Allotments - Mandy Burns will say a word about them. They are not organised by the Parish Council but Mandy has agreed to update us once a year.

Neighbourhood Watch - Lauren attends the local meeting chaired by Andi Cunningham and attended by Thames Valley Police. These meetings are very well attended and very effective.

I would like to mention two village events that add hugely to the village. The Drop in and artweeks. The Drop contributes very generously to the Reading room and thanks from us to Sylvia Athawes who is in charge of the weekly drop in.

Artweeks has raised over £10,000 for the Village over the years they have been organising it. Huge thanks to Pam Smith for running the Cafe Coxwell and to all her helpers; and to the artists who make it happen.

Lastly a special thank you to our Responsible Financial officer Ian Mason and Jo King our clerk. They both work very hard for the council and we are grateful for their expertise. Jo has sadly handed in her resignation and we will miss her enthusiasm and efficiency enormously when she goes.

Annabelle Zinovieff 18th May 2015