

**GREAT COXWELL PARISH COUNCIL**

Reading Room, Great Coxwell, Oxfordshire, SN7 7NB

Clerk: Joanna Farrant clerk@greatcoxwell.com

**Minutes of Great Coxwell Parish Council meeting held on Monday 24<sup>th</sup> 2021, 7:30pm.**

**Present:**

Cllr Jacqui Russell (Chair)	0 members of the public
Cllr Richard May	Joanna Farrant, Parish Clerk
Cllr Rory Gilmour	Daryoush Sharifi, RFO

**1. ELECTION OF CHAIR**

It was proposed, seconded and resolved that Cllr Russell be elected chairman. Cllr Russell thanked Cllr May for all his work as chairman.

**2. DECLARATIONS OF ACCEPTANCE OF OFFICE**

Cllrs Russell, May and Gilmour signed declarations of acceptance of office. It was proposed, seconded and resolved that Cllr Harris sign a declaration of acceptance of office at or before the next meeting.

**3. ELECTION OF VICE-CHAIR, SPECIAL APPOINTMENTS AND POSITIONS**

It was proposed, seconded and resolved that: the position of Vice-Chair and any special appointments be deferred to the next meeting; and further that Joanna Farrant be appointed to the position of Parish Clerk and further that Daryoush Sharifi continue to be appointed to the position of RFO.

Cllr Russell thanked Jo King for her long service as Parish Clerk.

**4. APOLOGIES FOR ABSENCE**

D/Cllr Elaine Ware	Cllr Harris
D/Cllr Simon Howell	Kym McDonald
C/Cllr Bethia Thomas	

**5. DECLARATIONS OF INTEREST**

None

**6. APPROVAL AND SIGNATURE OF MINUTES: Great Coxwell Parish Council Meeting 26<sup>th</sup> April 2021.** Proposed, seconded and resolved that these be signed as a correct record.

**7. APPROVAL AND SIGNATURE OF MINUTES: Annual Meeting 13<sup>th</sup> May 2019.** Proposed, seconded and resolved that these be signed as a correct record.

8. FINANCES

It was proposed, seconded and resolved that: the audited accounts for year end 31/03/21 be approved and signed; and further that the AGAR be approved and signed by the RFO, Parish Clerk and Chairman. It was noted that the notice of public inspection period will be displayed on the noticeboard from 2<sup>nd</sup> June by RFO.

The following receipts were noted:

- a The first payment (£4,793.50) of Precept was deposited to the Parish Council Account.
- b The OCC Grant (£508.24) was deposited to the Parish Council Account.
- c The VAT refund for Year 2020-2021 (£2,286.32) from HMRC was also deposited to the Parish Council Account. To be divided among the three accounts.

It was proposed, seconded and resolved that the following payments be made:

- a. £50 – Internal audit fee – Christopher Lethbridge

It was noted that Parish Clerk honorarium would be paid pro rata to the point of hand-over on 17<sup>th</sup> May 2021.

9. DELEGATION ARRANGEMENTS:

In light of Covid requirements that meetings be kept as short as possible it was proposed, seconded and resolved that the following matters of other business be delegated as follows:

- a. To arrange and pay the invoice for insurance for the Parish Room to RFO;
- b. Planning matters P21/V1123/HH; P21/V1272/HH; P21 V1328/HH to Parish Clerk, as instructed by Cllrs' views;
- c. To liaise with the National Trust in relation to tree planting scheme and path surfacing to Cllr Russell;
- d. To liaise with the National Trust in relation to bins to Cllr Harris;
- e. To continue s.106 application for work to the basement to Cllr May
- f. To continue to liaise in relation to dog mess to Cllr Harris;
- g. To liaise with defibrillator group, with defibrillator being recognised as an asset which would be covered by the Parish Room's insurance to Cllr Russell;
- h. That discussion in relation to Chowle Farm be placed on the agenda for the next meeting.

10. INTENTION TO CO-OPT COUNCILLOR

It was proposed, seconded and resolved that there be an intention to co-opt Kym McDonald to the position of councillor.

11. NEXT MEETING

Monday 28<sup>th</sup> June, 7:30pm. Venue to be determined in light of covid restrictions in effect at the time.

12. PUBLIC REPRESENTATIONS

None

Meeting closed: 8:05pm

DRAFT