

Wendlebury Parish Council

DRAFT

Minutes of the Parish Council Meeting held on Thursday 21st May 2015 at 7.15 pm in Wendlebury Village Hall. This was followed by the Annual Parish Meeting at 8.00pm.

Present:

Parish Councillors: Julian Cordy (JC), Brett Chambers (BC), Anni Thompson (AT), Tim Hibbert (TH) Charlotte Carry (part).

Parish Clerk: Caroline Todd

2015/16

- 1. Apologies for absence:** Kathy sharp & Catherine Fulljames
Councillor Lynn Pratt was unable to attend the first meeting but joined us for the APM.

- 2. Elections 2015**

Wendlebury had 7 seats and 6 candidates stood; all 6 were elected uncontested (results attached). **Election of Chair:** Julian Cordy nominated: Proposed by: Tim Hibbert and Seconded by: Brett Chambers.

Election of Vice-Chair: Kathy Sharp had expressed an interest in standing to Julian but was not at the meeting. No other nominations were received and she was duly elected. Proposed by: Brett Chambers: Seconded by Anni Thompson
One casual vacancy remains.

Register of Members' Interests: had now all been either sent directly to CDC or received at the meeting to be sent the following day.

District Councillor Andrew Fulljames had stood down and Lynn Pratt had been elected in his place as our new District Councillor. This is a short-term appointment whilst Wards are under re-organisation.

- 3. Declarations of interest:** JC and KS declared an interest in the Red Lion pub application being close neighbours.

- 4. Minutes** of the meeting of the Council held on the 19th March 2015 (previously circulated) were approved and signed as an accurate record.

- 5. Gifts and Hospitality** None

- 6. Statutory Business:**

- a. Approval of Payments**
Payments totalling £595.14 were approved:

Ref	Date	Payee	Cheque No.	£
2015/001	21/05/15	Aon Insurance renewal	100617	287.95
2015/002	21/05/15	OALC Membership 2015/16	100618	133.07
2015/003	21/05/15	ORCC Membership 2015/16	100619	50.00
2015/004	21/05/15	Shield - Allotment Insurance	100620	124.12
	21/05/15	Total payments	-	595.14

- b. New signatories for bank mandate**

At the last meeting Brett reported he had been to HSBC Bank to deliver his approved mandate and provide documentation evidence for Money Laundering purposes. However, he was still unable to proceed with this as a signatory had to be approved by the secretary. He will attempt to resolve this again and report back at the next meeting. HSBC had not been terribly helpful in providing information as to what was needed to resolve this.

- c. Annual Return 2014/15**

The Clerk presented the annual return which would be presented initially for internal audit on 27/07/15. Accompanied by proof of balances. Sections 1 and 2 were approved and signed by Julian (chair) on behalf of the PC). The Clerk would report back at the next meeting following the audit.

- d. **Appointment of Internal Auditors A T A Lambourne (2015)**
Kate Gard, previous auditor for Wendlebury was unable to continue in the capacity as auditor for Wendlebury and therefore a new auditor had to be appointed. The clerk had sourced an alternative solution at short notice, for a very reasonable fee of £12.75 ph + travel. The committee approved the appointment unanimously. Audit would take place on 27/05/15. The PC would note thanks to Kate at the Annual meeting that followed.

Additional items:

- i. The clerk reported that funds from the solar park had finally been deposited in the PC's bank account. The sum agreed previously, £21k, was subject to conditions.
- ii. To Note: Dog Waste Bins: Notification had been received from CDC informing us of an increase in costs of emptying waste bins (from £1.27 to £1.40 + VAT per bin). This was noted.

7. Any Other Business

- a) **Bicester South East Link Road Consultation** – presentation by Oxfordshire County Council (Environment & Economy). A date in June had been offered but unfortunately this had again been postponed/ possibly cancelled.

b) **Planning Applications**

Application: Mr John Miller: Application 15/00727/F

Change of Use of barn to light industrial and storage use (use Class B1/B8)

This was raised by councillors as a concern as it was unclear what the intentions were. Julian was tasked with contacting Mr Miller to establish further details and report back via email so the PC could decide on a response, which would be before the next meeting. **Action: JC**

There being no further business, the meeting closed at 7.55 pm

Next meeting: Thursday 2nd July 2015.