

# Wendlebury Parish Council

Minutes of the Parish Council meeting held on Thursday 25th May 2023 at 8.00 pm in Wendlebury Village Hall

**Present:** Cllrs: Doug Blake (Chairman), Brett Chambers (Vice Chair), Adrian Redford, David Ford

**In attendance:** Sarah Kearney (Parish Clerk), District Councillor: Gemma Coton

**Residents:** 1

## Apologies:

### 1. To Carry Out the Election of the Chair – (Clerk)

The Council unanimously **RESOLVED** and voted Cllr Doug Blake as Chair of Wendlebury Parish Council for 2023/24

### 2. To Carry Out the Election of the Vice-Chair – (Chair)

The Council unanimously **RESOLVED** and voted Cllr Brett Chambers as Vice - Chair of Wendlebury Parish Council for 2023/24

### 3. To receive and accept apologies for absence – receive apologies (Clerk)

**No Apologies**

### 4. Requests for Dispensations, Declarations of Interest, gifts, and hospitality

**Nothing was declared.**

### 5. Public Participation – to receive questions from members of the public relating to items on the agenda, in accordance with the Council's Code of Conduct and Standing Orders

A resident attended the meeting as he would like to be considered to be co-opted onto the Parish Council at the July meeting.

### 6. To Confirm the Minutes of the Parish Council Meeting held on 30th March 2023, previously circulated

The Council unanimously **RESOLVED** that the minutes be accepted as a true and accurate record of the meeting.

### 7. Reports from District and County Councillors – update

**Update from District Councillor Gemma Coton – Attended meeting at 8.10 pm.**

- **Local Plan 2040** – Will be delayed until July due to Elections
- **Community food grants** - are available, for further details click on the below link:  
<https://www.cherwell.gov.uk/info/118/communities/1048/community-food-organisation-grant>

### 8. Update on progress from the Minutes – The Clerk/Chairman will report on the progress of outstanding items which do not require a further decision.

**Clerk reported:**

8.1 **Changing of Banks from HSBC to Lloyds Bank** – They lost of first lot of paperwork, this has now been resubmitted and hopefully everything will have gone through by the next Full Parish Council meeting.

### 9. Governance

- 9.1 **Elections** – forms to be handed back to Clerk to send to CDC  
**Register of Members' Interest form** – Completed by all Councillors  
**The Electoral Commission Form** – Completed by all Councillors  
**Declaration of Acceptance of Office** – Completed by all Councillors

## 10. Finance

### 10.1 Financial Report – Clerk Reported:

Current Account -	£ 7,786.22
Deposit Account -	£16,331.72
<b>Total =</b>	<b><u>£24,117.94</u></b>

**May payments:** £710.74

### Income Received:

**Total =** **£0.00**

### 10.2 Budget – to consider the 2023/24 budget and agree

The Council unanimously **RESOLVED** and agreed on the budgets for 2023/24

### 10.3 Reserves – to confirm and agree to the reserves for 2023/24

The Council unanimously **RESOLVED** and agreed on the Reserves for 2023/24

### 10.4 Statement of Accounts – to consider and approve the Statement of Accounts for the year ending 31<sup>st</sup> March 2022

The Council unanimously **RESOLVED** and agreed on the Statement of Accounts 2022

### 10.5 Internal Audit – to receive and review the report from the Internal Auditor

The Council unanimously **RESOLVED** despite the Clerk's intention to query a section of the Internal Audit with the Auditor, the Councillors were satisfied with the Internal Auditor.

### 10.6 AGAR Signature Redaction – to consider redaction of the signatures on the web version of the Annual identity theft and GDPR concerns.

The Council unanimously **RESOLVED** and agree to the redaction of the signatures from all paperwork which will be published on the Website.

### 10.7 External Audit – to consider the 2022/23 AGAR for submission to the External Auditor

#### 10.7a Annual Governance Statement – to consider and agree on the accounting statement figures

The Council unanimously **RESOLVED** and agreed on the Annual Governance Statement

#### 10.7b Electors' Rights – to consider and approve the dates

The Council unanimously **RESOLVED** and agreed on the Elector's Rights dates

#### 10.7c Statement of Variance – to consider the draft Statement of Variance

The Council unanimously **RESOLVED** and agreed on the Statement of Variance

### 10.8 Annual Subscriptions and Regular Payments – to consider and agree on the list

The Council unanimously **RESOLVED** and agreed on the annual subscriptions list for 2024

### 10.9 Bank Signatories – to review and agree on the bank signatories.

The Council unanimously **RESOLVED** agree to three signatories, which will be Cllr Blake, Cllr Chambers and once the Parish Council has changed from HSBC to Lloyds Bank then to add Cllr Redford

### 10.10 Invoices for payment – to consider invoices for payment itemised and the payment schedule sheet

WENDLEBURY PARISH COUNCIL							
Invoice Payments for - May 2023							
Invoice Number	Cheque No:	Payee	Reason	Budget	Minutes Ref:	Amount Agreed	Powers
1	200308	Scot-Petshop Ltd	Dog Poo Bags for the Village	Contingency	13/23	£126.00	Litter Act 1983 ss56
2	200309	Zurich Municipal	Parish Insurance for 01/06/23 - 31/05/24	Insurance	13/23	£293.76	
3	200310	E Anstee	Internal Audit	Internal Audit	13/23	£100.00	
4	200311	Cherwel District Council	Emptying Dog Bins	Dog Bins	13/23	£190.48	Litter Act 1983 ss56
5							
Total of payments						<b>£710.24</b>	

### 10.11 Changing Banks – See above

## 11. Parish Matters

### 11.1 Environment Agency – Cllr Blake reported: No update

### 11.2 Allotments – Clerk reported: No update.

### 11.3 Flooding – Cllr Blake reported: The Flood Warden Scheme, has been in contact with the Parish Council, who are looking for volunteers who regularly walk their dogs to report back regarding the situation of Ditches and Brooks where they are blocked with trees and other items. It was reported that 1 – resident of the village

would be interested in doing this job. **ACTION: Cllr Blake will take details to pass onto the Flood Warden Scheme.**

- 11.4 **Bicester Police Rural Resilience Group** – no update, waiting for the date of the next meeting
- 11.7 **Defibrillator – Cllr Blake reported:** no update

## 12. Highways

- 10.1 **SE Relief Road** – No update
- 10.2 **Speed Watch** – Cllr Ford, has agreed to take over the Speed Watch, waiting for Jo Roger for training
- 10.3 **ARC** – No update

## 13. PLANNING – to consider all recent Applications received from Cherwell District Council detailed below and any other Planning Applications submitted between the circulation of this Agenda and the meeting:

- 13.1 – **Siemens Funding for Traffic Calming** – update
- 13.2 – **Local Plan 2040** – As per section 7 for update

### Planning Applications New: - to note

None

### Planning Applications Pending: - to note

- 13.3 22/03756/F – **Wendlebury Park Farm, Wendlebury Road, Chesterton, OX25 2PE** - Additional building within existing yard area for associated B1 and B8 use – **No objection**
- 13.4 **23/00438/F** – Mole End, Main Street, Wendlebury, Bicester, OX25 2PS, **Demolition of outbuilding, two-storey extension to side and rear of existing dwelling – Re-submission of 22/01049/F**
- 13.5 **21/02735/F** – Wendlebury Park Farm, Wendlebury Road, Chesterton, OX25 2PE – **Extension to existing Commercial Building and detached stables with Integrated Store.**
- 13.6 **22/03033/F** – The Stables, College Farm, Main Street, Wendlebury, OX25 2PR – **The Conversion and infill extension of equestrian Stables to create a single residential dwelling – Objection with comments.**

### Planning Application Decisions: – to note

None

## 14. Correspondence – to note correspondence received not otherwise on the agenda were decisions are not required.

- The Rural Bulletin
- CDC Bulletin updates
- Kate Prudden - Newsletter
- OALC Newsletter
- Healthwatch
- Elections - Information

**Items for information or next Agenda only** – all items for the next agenda are to be submitted to the Clerk by 1st July 2023

**DATE OF NEXT MEETING** – Thursday 27<sup>th</sup> July 2023 at 7.30 pm - Wendlebury Village Hall

The meeting closed at 9.30 pm.

Signed ..... Dated .....