



Claydon with Clattercote

# Claydon with Clattercote Parish Council

**The council is hereby summoned to a meeting of the Parish Council to be held on:  
Tuesday 12<sup>th</sup> September 2023 at 7:30pm in Claydon Church Room**

Council: Gary Denham, Mark Ames, Mel Love, Mike Ives, Rebecca Meyrick

## AGENDA

### **29. Apologies for absence**

### **30. Members’ declarations of interest for items on the agenda**

**31. Vision for the Future pt.2 – ‘The Village’.** This is one of a series of presentations presented by the PC to Parish in order to generate ideas and discussion for the various areas of the village.

**32. Public participation session** (Members of the public are invited to address the council. The session will last for a maximum of 20 minutes with any individual contribution lasting a maximum of 3 minutes).

### **33. To approve the minutes of the Parish Council (PC) meeting held on 18<sup>th</sup> June 2023**

### **34. Report from District Councillor**

### **35. Report from County Councillor**

### **36. Actions from previous meetings**

a) Cherwell DC Local Plan Consultation	In Progress	Cllr Ames
b) Long term vision	In Progress	Cllr Ives
c) Goal net to be fitted	In Progress	Cllr Love
d) Gate security code change	In Progress	Cllr Ames
e) Trip hazards and branches on blue brick path & Dog Lane clear up.	In Progress	Cllr Ames
f) Quotes to be sought for repair of village green wall.	In Progress	Cllr Denham
g) Bank cottage – chasing of Section 215 enforcement order request.	In Progress	All Cllrs
h) 20mph limit signs	In Progress	Cllr Ames
i) Allotment receipts to be confirmed	In Progress	Cllr Ames & Cllr Denham
j) Allotment Group concerns	In Progress	Cllr Ames
k) Village ‘Claydon Community Group’	In Progress	Cllr Love

**Community** - Support our local communities, encourage inclusion and diversity.

**Environment** - Protect and enhance our local environment.

**Governance** - Promote participation, good management, and efficiency.

To maintain and enhance the quality of life and sense of community within the Parish of Claydon & Clattercote.  
To safeguard the individual character of our village and protect its rural environment whilst supporting sustainable development that meets the needs of residents now and in the future.

<b>l) Crossing Lane - Dog fouling additional warning signs &amp; Bins ask with Rail Track</b>	In Progress	Cllr Ames
<b>m) Claydon Website Update</b>	In Progress	Cllr Ives

### 37. Agenda

<b>a) To agree purchase of projector and screen.</b>		All Cllrs
<b>b) To approve the smaller authority certificate of exemption.</b>		All Cllrs
<b>c) To receive the annual internal auditor report.</b>		All Cllrs
<b>d) To complete and approve the annual governance statement.</b>		All Cllrs
<b>e) To approve the accounting statement.</b>		All Cllrs
<b>f) To consider adopting a new asset register policy and a revised asset register format.</b>		All Cllrs
<b>g) To consider and adopt all existing council policies, as documented on the council's website.</b>		All Cllrs
<b>h) To consider adopting a "new request for payment" form to improve the auditability of claims for reimbursement from the council from individuals.</b>		All Cllrs
<b>i) To consider contributing a sum of money that will help the PCC improve the state and condition of the paths running from the surrounding roads up to St James the Great Church and the Parish Rooms.</b>		All Cllrs

## 38. Finance

<p><b>a) Confirmation of the total bank balances as at 5<sup>th</sup> September 2023 of £33,752.23 and £7.41</b></p>				All Cllrs																																																																																																
<p><b>b) To note and approve the following payments:</b></p> <table border="1"> <tr> <td>14 Jul 2023</td> <td>ICO</td> <td>Data protection fee</td> <td>£35.00</td> </tr> <tr> <td>02 Aug 2023</td> <td>N R Prickett</td> <td>Grass cutting</td> <td>£486.00</td> </tr> <tr> <td>02 Aug 2023</td> <td>Moore</td> <td>AGAR Reminder letter</td> <td>£48.00</td> </tr> <tr> <td>30 Aug 2023</td> <td>N R Prickett</td> <td>Grass cutting</td> <td>£378.00</td> </tr> <tr> <td>30 Aug 2023</td> <td>M Ives</td> <td>Web site hosting</td> <td>£71.86</td> </tr> <tr> <td>30 Aug 2023</td> <td>Moore</td> <td>AGAR Reminder letter</td> <td>£48.00</td> </tr> <tr> <td>30 Aug 2023</td> <td>M Michael</td> <td>Bus shelter repaint</td> <td>£93.51</td> </tr> <tr> <td>04 Sep 2023</td> <td>Playsafety Limited</td> <td>Playing field inspection</td> <td>£111.00</td> </tr> </table>		14 Jul 2023	ICO	Data protection fee	£35.00	02 Aug 2023	N R Prickett	Grass cutting	£486.00	02 Aug 2023	Moore	AGAR Reminder letter	£48.00	30 Aug 2023	N R Prickett	Grass cutting	£378.00	30 Aug 2023	M Ives	Web site hosting	£71.86	30 Aug 2023	Moore	AGAR Reminder letter	£48.00	30 Aug 2023	M Michael	Bus shelter repaint	£93.51	04 Sep 2023	Playsafety Limited	Playing field inspection	£111.00			All Cllrs																																																																
14 Jul 2023	ICO	Data protection fee	£35.00																																																																																																	
02 Aug 2023	N R Prickett	Grass cutting	£486.00																																																																																																	
02 Aug 2023	Moore	AGAR Reminder letter	£48.00																																																																																																	
30 Aug 2023	N R Prickett	Grass cutting	£378.00																																																																																																	
30 Aug 2023	M Ives	Web site hosting	£71.86																																																																																																	
30 Aug 2023	Moore	AGAR Reminder letter	£48.00																																																																																																	
30 Aug 2023	M Michael	Bus shelter repaint	£93.51																																																																																																	
04 Sep 2023	Playsafety Limited	Playing field inspection	£111.00																																																																																																	
<p><b>c) To note the following receipts:</b></p> <table border="1"> <tr> <td>09 Aug 2023</td> <td>Lloyds Bank</td> <td>Interest</td> <td>£25.68</td> </tr> </table>		09 Aug 2023	Lloyds Bank	Interest	£25.68			All Cllrs																																																																																												
09 Aug 2023	Lloyds Bank	Interest	£25.68																																																																																																	
<p><b>d) Spend against budget &amp; reserves:</b></p> <table border="1"> <thead> <tr> <th>BUDGET</th> <th>Budget</th> <th>Spend to date</th> <th>Remaining budget</th> </tr> </thead> <tbody> <tr> <td>Clerk's Salary</td> <td>2,800.00</td> <td>0.00</td> <td>2,800.00</td> </tr> <tr> <td>Parish Clerk's expenses</td> <td>115.00</td> <td>0.00</td> <td>115.00</td> </tr> <tr> <td>Annual audit</td> <td>100.00</td> <td>0.00</td> <td>100.00</td> </tr> <tr> <td>Insurance</td> <td>550.00</td> <td>565.35</td> <td>-15.35</td> </tr> <tr> <td>Subscriptions</td> <td>150.00</td> <td>130.00</td> <td>20.00</td> </tr> <tr> <td>Seminars/Training</td> <td>150.00</td> <td>0.00</td> <td>150.00</td> </tr> <tr> <td>Church Room hire</td> <td>125.00</td> <td>0.00</td> <td>125.00</td> </tr> <tr> <td>PFMC grant/play area management</td> <td>2,000.00</td> <td>794.50</td> <td>1,205.50</td> </tr> <tr> <td>PCC grant</td> <td>500.00</td> <td>260.00</td> <td>240.00</td> </tr> <tr> <td>Cluster Care grant</td> <td>50.00</td> <td>0.00</td> <td>50.00</td> </tr> <tr> <td>Grass cutting</td> <td>1,800.00</td> <td>640.00</td> <td>1,160.00</td> </tr> <tr> <td>Allotment grass cutting</td> <td>60.00</td> <td>0.00</td> <td>60.00</td> </tr> <tr> <td>Blue Brick Path</td> <td>200.00</td> <td>0.00</td> <td>200.00</td> </tr> <tr> <td>General Data Protection Regulations</td> <td>35.00</td> <td>35.00</td> <td>-</td> </tr> <tr> <td>Other</td> <td>-</td> <td>251.86</td> <td>-251.86</td> </tr> <tr> <td>S137</td> <td>25.00</td> <td>20.00</td> <td>5.00</td> </tr> <tr> <td>Annual tree survey/work</td> <td>500.00</td> <td>0.00</td> <td>500.00</td> </tr> <tr> <td>Christmas tree</td> <td>150.00</td> <td>0.00</td> <td>150.00</td> </tr> <tr> <td>Coronation</td> <td>1,000.00</td> <td>620.28</td> <td>379.72</td> </tr> <tr> <td>Playing field bins</td> <td>72.00</td> <td>0.00</td> <td>72.00</td> </tr> <tr> <td>Village green</td> <td>-</td> <td>0.00</td> <td>-</td> </tr> <tr> <td>Asset maintenance and improvement</td> <td>-</td> <td>573.51</td> <td>-573.51</td> </tr> <tr> <td><b>Totals</b></td> <td><b>10,382.00</b></td> <td><b>3,890.50</b></td> <td><b>6,491.50</b></td> </tr> </tbody> </table>		BUDGET	Budget	Spend to date	Remaining budget	Clerk's Salary	2,800.00	0.00	2,800.00	Parish Clerk's expenses	115.00	0.00	115.00	Annual audit	100.00	0.00	100.00	Insurance	550.00	565.35	-15.35	Subscriptions	150.00	130.00	20.00	Seminars/Training	150.00	0.00	150.00	Church Room hire	125.00	0.00	125.00	PFMC grant/play area management	2,000.00	794.50	1,205.50	PCC grant	500.00	260.00	240.00	Cluster Care grant	50.00	0.00	50.00	Grass cutting	1,800.00	640.00	1,160.00	Allotment grass cutting	60.00	0.00	60.00	Blue Brick Path	200.00	0.00	200.00	General Data Protection Regulations	35.00	35.00	-	Other	-	251.86	-251.86	S137	25.00	20.00	5.00	Annual tree survey/work	500.00	0.00	500.00	Christmas tree	150.00	0.00	150.00	Coronation	1,000.00	620.28	379.72	Playing field bins	72.00	0.00	72.00	Village green	-	0.00	-	Asset maintenance and improvement	-	573.51	-573.51	<b>Totals</b>	<b>10,382.00</b>	<b>3,890.50</b>	<b>6,491.50</b>			All Cllrs
BUDGET	Budget	Spend to date	Remaining budget																																																																																																	
Clerk's Salary	2,800.00	0.00	2,800.00																																																																																																	
Parish Clerk's expenses	115.00	0.00	115.00																																																																																																	
Annual audit	100.00	0.00	100.00																																																																																																	
Insurance	550.00	565.35	-15.35																																																																																																	
Subscriptions	150.00	130.00	20.00																																																																																																	
Seminars/Training	150.00	0.00	150.00																																																																																																	
Church Room hire	125.00	0.00	125.00																																																																																																	
PFMC grant/play area management	2,000.00	794.50	1,205.50																																																																																																	
PCC grant	500.00	260.00	240.00																																																																																																	
Cluster Care grant	50.00	0.00	50.00																																																																																																	
Grass cutting	1,800.00	640.00	1,160.00																																																																																																	
Allotment grass cutting	60.00	0.00	60.00																																																																																																	
Blue Brick Path	200.00	0.00	200.00																																																																																																	
General Data Protection Regulations	35.00	35.00	-																																																																																																	
Other	-	251.86	-251.86																																																																																																	
S137	25.00	20.00	5.00																																																																																																	
Annual tree survey/work	500.00	0.00	500.00																																																																																																	
Christmas tree	150.00	0.00	150.00																																																																																																	
Coronation	1,000.00	620.28	379.72																																																																																																	
Playing field bins	72.00	0.00	72.00																																																																																																	
Village green	-	0.00	-																																																																																																	
Asset maintenance and improvement	-	573.51	-573.51																																																																																																	
<b>Totals</b>	<b>10,382.00</b>	<b>3,890.50</b>	<b>6,491.50</b>																																																																																																	

<b>RESERVES</b>	<b>Start</b>	<b>Spend</b>	<b>Current</b>
General Reserves	4500	152	4348
Playground equipment	3000		3000
External Audit	0		0
Election costs	1200	100	1100
Tree work	4000		4000
Defib reserve	1500		1500
Wall on the Village Green	3500		3500
IT contingency	0		0
Drainage	0		0
Legal/Planning/Accounting Services	3000		3000
Asset maintenance and improvement	8000	574	7426
<b>Totals</b>	<b>28700</b>	<b>825</b>	<b>27875</b>

### 39. Planning

<p><b>23/02314/LB (23/02330/F)</b>  <b>Applicant's Name:</b> Farima Properties Ltd  <b>Proposal:</b> Conversion of barns to two dwellings and ancillary accommodation, contemporary extension to Barn C, new boundary treatments, demolition of modern barn and construction of one dwelling  <b>Location:</b> Hillside Farm, Main Street, Claydon, Banbury, OX17 1EP  <b>Comments Due Date:</b> 22<sup>nd</sup> September 2023</p>		All Cllrs
<p><b>22/00569/ENF – Letter of Complaint</b>  High Furlong Farm, Claydon to Southam Road, Mollington OX17 1QE</p>	In Progress	Cllr Denham\Cllr Meyrick

### 40. AOB

### 41. Agree date for next meeting