



Claydon with Clattercote

CLAYDON WITH CLATTERCOTE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Tuesday 12th September 2023
at 7:30pm in Claydon Church Room

Start: 07:30pm End: 08:35pm

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

29. Apologies for absence		
Cllr Denham	Complete	All Cllrs

30. Members' declarations of interest for items on the agenda		
NA	Complete	All Cllrs

31. Vision for the Future pt.2 'The Village'		
Slide show concerning visions for the future of the Village presented to Parishioners. This will form part of a series of Village Vision presentations.	Complete	Cllr Ives

32. Public participation session	
<p>These sessions have been increased in time to be used by the public to raise points for the agenda of the next meeting. These points will generally not be discussed in the current session.</p> <ol style="list-style-type: none"> 1) Marina Planning site possible rumbling on council board. (JJ) - Noted 2) AGAR fines, could these be avoided? (JJ) - Cllr Denham to clarify. 3) Query raised over Village Coronation spend. (JJ) - Cllr Denham to clarify. 4) Question raised regarding need for 'request for payment form'. (JJ) - Cllr Denham to clarify next meeting. 5) One sign on playing gate: To Shut Gate, No Parking, No horses. Pick up after dog mess (AH) - Cllr Love is designing new updated signage. Should be in place imminently. 6) Suggestion for a Silhouette of soldier for Remembrance Day be purchased – Research underway and likely to be in place for 2024. (AH) - Noted 7) Bins on Crossing Lane (AH) - OCC state they are not responsible for this and advise contacting CDC. 8) Parish Clerk appointment progress. (MM) – In progress Cllr Denham 9) Question regarding Co-opt procedures. - Cllr Ames to clarify. 10) Request for funding for new boxes for book storage at Bus shelter. (VS) - Noted 11) Unresolved issues regarding relinquishing one of her allotment plots. (JT) - Cllr Ames to clarify. 	

JJ – Jenny Jones, AH – Anne Hoggins, MM – Mick Michaels, VS – Vikkie Smith, JT – Jane Taggart

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.

33.	Approve the minutes of the Parish Council (PC) meeting held on 30th May 2023		
	Approved.	Complete	All Cllrs

34.	Report from District Councillor		
	NA		

35.	Report from County Councillor		
	NA		

36.	Actions from previous meetings		
	a) Cherwell DC Local Plan Consultation Consulting document ready for review.	In Progress	Cllr Ames
	b) Long term vision Cllr Ives gave a presentation on current ideas for parishioners to consider. The presentation is available for viewing on Facebook	In Progress	Cllr Ives
	c) Goal net to be fitted	Completed	Cllr Love
	d) Gate security code change Now in progress - new code is included in letter of confirmation to Allotments users	In Progress	Cllr Ames
	e) Trip hazards & branches on Blue brick path & Dog lane to clear up. Nick Watson states Dog Lane not council responsibility, will check with Land Registry who owns it. Branches to be cleared by council (crown raising). No date yet confirmed for this work. On going discussions on trip hazards. We have been instructed not to undertake these works ourselves due to liability	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. Blue brick pathway outside now cleared by council.	In Progress	All Cllrs
	h) 20mph limit signs Requests for signs has now been submitted to Cherwell DC. George Reynolds to endorse request. It is also hoped that proposed village signs (as per presentation) and extending Blue Brick pathway will make village safer for pedestrians.	In Progress	Cllr Denham
	i) Allotment receipts to be confirmed	In Progress	Cllr Meyrick and Cllr Love
	j) Allotment group concerns. Plan and documentation being drafted.	In Progress	Cllr Meyrick and Cllr Love
	k) Village ‘Claydon Community Group’ Paints for playground found in container and CCG informed.	In Progress	Cllr Love
	l) Claydon Website Update Domain Account has been bought. Website build in progress.	In Progress	Cllr Ives

37. Agenda			
a)	To agree purchase of projector and screen. ACCEPTED	Completed	Cllr Ives
b)	To approve the smaller authority certificate of exemption. ACCEPTED	Completed	All Cllrs
c)	To receive the annual internal auditor report. ACCEPTED	Completed	All Cllrs
d)	To complete and approve the annual governance statement. APPROVED	Completed	All Cllrs
e)	To approve the accounting statement	Completed	All Cllrs
f)	To consider adopting a new asset register policy and a revised asset register format.	Completed	All Cllrs
g)	To consider and adopt all existing council policies, as documented on the council's website. ACCEPTED	Completed	All Cllrs
h)	To consider adopting a "new request for payment" form to improve the auditability of claims for reimbursement from the council from individuals. To be further discussed with Cllr Denham.	In Progress	All Cllrs
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. Investigate a way for this to proceed – need to check rules and make sure there will be no comeback from auditors. Cllrs requested the Parochial Church Council clarify the sum they are requesting for the Parish Council.	In Progress	All Cllrs

38. Finance						
a)	Confirmation of the total bank balances as at 5 th September 2023 of £33,752.23 and £7.41		Completed	All Cllrs		
b)	To note and approve the following payments:		Completed	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		
c)	To note the following receipts:		Completed	All Cllrs		
	09 Aug 2023	Lloyds Bank			Interest	£25.68
d)	Spend against budget & reserves:		In Progress – Coronation payment under question.	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
Totals	10,382.00	3,890.50	6,491.50

RESERVES	Start	Spend	Current
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
Totals	28700	825	27875

39. Planning

23/02314/LB (23/02330/F)

Applicant's Name: Farima Properties Ltd

Proposal: 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

Location: Hillside Farm, Main Street, Claydon, Banbury, OX17 1EP

Comments Due Date: 22nd September 2023

No
Objections
– approach
developer
to see if can
mark the
site of the
old dairy.

All Cllrs\Cllr Ames

22/00569/ENF – Letter of Complaint

High Furlong Farm, Claydon to Southam Road, Mollington OX17 1QE

In Progress

Cllr Denham\Cllr
Meyrick

40.	AOB		
	NA	Complete	All Cllrs

41.	Agree date of next meeting		
	Tuesday, 14th November 2023 07:30pm – Parish Council Meeting	Complete	All Cllrs