

Gosford and Water Eaton Parish Council

Annual meeting of the council held at West Kidlington School on
Tuesday 9th May 2023 at 6.30pm

Meeting commenced at 6.30pm

Councillors present: Cllr Ian Middleton, Cllr Fiona Mawson (DC), Cllr Merlin Smith, Cllr Carol Matheson, Cllr Suzanne Wilson-Higgins, Cllr Clive Stayt, Cllr Nick Duval, Cllr Suzanne McIvor

To receive apologies of absence from: Cllr Nigel Simpson

23/293 To elect the Chairman for the year 2023/24: Cllr Clive Stayt was elected as Chairman. Proposed. Cllr Merlin Smith, Seconded. Cllr Ian Middleton.

23/294 Declarations of interest: None

23/295 To co-opt councillors: Nick Duval, Suzanne Wilson-Higgins, Carol Matheson were co-opted to the council. Proposed Cllr M Smith, Seconded Cllr Clive Stayt.

23/296 To elect the Vice Chairman for the year 2023/24: Cllr Suzanne Wilson-Higgins was elected as Vice Chair.

23/297 To confirm the minutes of the previous council meeting on 4th April 2023.

The minutes of the meeting on 4th April 2023 were approved with no matters arising.

23/298 Update on progress from the minutes held on 4th April 2023 and Matters Arising.

None

23/299 Reports

Cllr Stayt – enquires from members of public with concern about flats on the Hills development. Cllr Stayt – The clerk will follow up with planning as the council also responded with concerns of flats.

Cllr Stayt – 39 contacts regarding Kidlington Parish Poll. It is noted the poll regarding OUGC has caused confusion. This poll is just for information for KPC councillors and is not a decision on whether the stadium is going to come to Kidlington.

23/300 Financial Matters

(23/300.01) It was **RESOLVED** to approve the payments as detailed in the clerk's report (detailed below). Payments are made via cheque and include post-dated statutory payments for June 2023.

Clerk Payroll	£	CONFIDENTIAL	102678	June post dated
	£			
RFO payroll	CONFIDENTIAL		102679	June post dated
Oxfordshire County	£			
Council Pension Fund	CONFIDENTIAL		102680	June post dated
	£			
HMRC PAYE	CONFIDENTIAL		102681	June post dated
			cheque	
Ady Podbery grounds	£	286.80	102682	invoice 4690 - grass cutting and litter pick play areas
Kirsty Buttle auditor	£	200.00	102683	inv 007 - internal audit
Vision ICT	£	377.26	102684	INV 16212 AND 16184 - email hosting and web hosting
Rialtas accounting software	£	119.67	102685	inv sm27628 - annual account software
Top leaf tree services	£	180.00	102686	inv 1044 - tree chip and removal (fallen tree)

Cherwell Graphics	£	160.00	102687	inv 11772 - newsletter printing spring
West Kidlington Friends	£	88.00	102688	May meeting room hire
Clerk expenses	£	134.65	102690	Reimbursement for paying newsletter delivery person £80, office and home office allowance
Norton software renewal - virus software	£	99.00	102689	annual virus software

Finance committee receive copies of the invoices to review ahead of the meeting.

£confidential relates to payroll figures – these figures are shared with councillors.

(23/300.02) – **to consider the Annual Governance statements and respond accordingly.** Councillors considered the statements and answered in agreement to the statements.

(23/300.03) – **to confirm the figures in the AGAR and sign** – councillors **RESOLVED** to confirm the figures and the Chairman signed the AGAR papers. Proposed. Cllr Stayt, Seconded Cllr Suzanne Wilson-Higgins.

(23/300.04) - **Audit – to consider the internal auditor comments** – councillors reviewed the comments and were satisfied with them. We will ensure the notice is published on the web and budget is detailed with precept in the next meeting.

(e) **To consider and approve the costs for the move to the new Microsoft email provider.** Council had previously agreed to move to a new provider due to service issues and had agreed costs previously, but the costs had increased from original quote so new cost approval requested in this meeting.

It was **RESOLVED** to move emails to Microsoft 365 at the updated quoted cost of £1,930.32. Proposed. Cllr Stayt, Seconded Cllr S Wilson-Higgins. The clerk will arrange.

23/301 Planning

23/01069/F – 15 Cleveland Close – no objection or comment

23/03883/F – we have concern regarding the flats in the development – position and height, out of keeping for the area. The clerk will report to planning.

23/302 Parish Matters

No other matters.

23/303 Items for information and next agenda only

None

23/304 Date of the next full council meeting – 6th June 2023 – 7pm West Kidlington School

Meeting ends 7pm