

Clerks Report – Feb 2019

Financial

Cheques

Clerk expenses Jan £83.97 (home office, printing, stamps / postage and stationary expenses (receipts provided)) – cheque no. 102330

Cherwell District Council (CDC) – Stratfield Brake 10% recharge (6 months) -£6439.32 – cheque no. 102332

Clerks and Councils direct annual subscription renewal - £12 – cheque no. 102331

Kidlington Parish Council – Clerk payroll recharges qtr 3 - £1,551.69 – cheque no. 102333

Oxfordshire County Council – Edward Feild hall hire for APM 2019 - £80.00 – cheque no 102334

The finance committee met on 22nd January 2019 to discuss the precept. The precept figure will be advised to CDC once full council approve it at this meeting. Precept information is confidential to full council until CDC release the information. (Finance committee minutes are not published on the web – there is no requirement to do this).

The latest finance reports for public visibility, required to comply with transparency codes are available on the website.

The RFO is continuing to move the payroll across to GWEPC and Tupe the clerks pension across. It's a long process with HMRC. The clerk has not been paid salary since 1 January 2019 but will be back paid once resolved and fully moved across.

Recreation Areas

The clerk has Eibe and Playground supplies providing quotations for the Cromwell Way park refurbishment. Awaiting paperwork. Discovery Play have already submitted their quotation to the clerk.

Cllr Prestidge, the clerk and Cllr Stayt of the recreational committee met on 23rd January. The agreed plan is to try and get the loan application to the CDC full council meeting for approval in February as the next one is then May.

Actions / information from the recreational committee meeting:

- Clerk in the process of obtaining 3 current quotes for parks (they have to be less than 3 months old so revisits) – companies – Discovery Play, Playground Supplies and Eibe (Eibe did KPC park)
- Clerk will complete loan application and submit
- Clerk asking those quoting to also quote to upgrade Bramley Close at same time (separate quotes) so we have idea of costs for that too. Playground supplies are already working on a surface only quotation for Bramley Close.
- Plan to agree which park design and quote we want to proceed with at OUR full council March meeting so can book in (subject to loan approval) – possibly invite park designers to the meeting to present unless committee have clear preference BUT decision would need to be made in this March meeting for a June install.
- Aim for a June install (after half term), if not possible wait until September after school holidays
- In March – a councillor may go to Edward Feild and show them which park plan doing and tell them its being upgraded to get them interested, at same time ask the kids to do something to involve and engage them in the project – perhaps name the park, design a picture to be framed and hung on the fencing.. (Agreed not to have input on actual design due to time constraints AND it is better to take the park planners advice as they do it daily...).
- Clerk is working on business plan and loan application pack for the loan application and is in regular contact with CDC pushing this.

Highways

Yellow lines - Water Eaton Lane

The double yellow lines went through and were approved at committee level (Oxfordshire CC), and hence passed for implementation. The single yellow lines, however were not approved - see agenda item 10 in the following papers:- <http://mycouncil.oxfordshire.gov.uk/ieListDocuments.aspx?Cid=931&Mid=5167>

The officer recommendations took account of the objections received from residents as summarised in the report, and also observations made by officers of the parking here at various times of the day, which did not indicate a significant issue.

The yellow lines work at Water Eaton Lane is therefore now considered complete.

Planning

Cherwell Local Plan Examination - Cherwell District Council's Local Plan (Part 1) Partial Review. The Planning Inspector; Mr Paul Griffiths BSc (Hons) BArch IHBC will reconvene Hearing Sessions at 09.30am on Tuesday 5th February 2019 within the Council Chamber of Cherwell District Council Offices, Bodicote House, White Post Road, Bodicote, Banbury, OX15 4AA.

The clerk submitted the GWEPC statements to the inspector against the local plan and copies of this are on our website.

Planning applications received

Planning application received:

Application No.: 18/02212/F

Applicant's Name: Banks Design - Architects

Proposal: Single storey front side and rear extensions

Location: 3 Hampden Drive Kidlington OX5 2LP

Parish(es): Gosford And Water Eaton

This parish has NO objections to the above planning application 18/02212/F – discussed via email as response required before full council meeting.

Application No.: 19/00073/F

Applicant's Name: Mr R Torabi

Proposal: Extension/alteration to provide 4no. 1 bed flats and 1no. 2 bed flat with ancillary facilities.

Location: 66 Bicester Road Kidlington OX5 2LF

Parish(es): Gosford And Water Eaton

This parish objects to the above planning application 19/00073/F on the grounds of overdevelopment – discussed via email as response required before full council meeting.

Application No.: 18/02078/CLUE

Applicant's Name: Ms M Louro

Proposal: Certificate of Lawfulness of Existing Use for the stationing of a caravan on residential garden (Class C3)

Location: 8 Eaton Gate Bicester Road Kidlington OX5 2LQ

Parish(es): Gosford And Water Eaton

This parish has NO objections to the above planning application 18/02078/CLUE – discussed via email as response required before full council meeting.

Correspondence

Mr Makepeace sent another letter to the Parish regarding parking of cars and lack of action from TVP. The clerk has forwarded this to Steve Hookham at TVP Headquarters.

The clerk has sent Kidlington News information from the January minutes to publish in the Kidlington news including website information. The clerk will continue to do this monthly to encourage people to visit the website and keep up with the GWEPC news and what's happening in the parish.

Parking near TVP – the clerk has received a complaint from a local resident in the parish regarding parking of cars using TVP. The clerk has also observed the situation and there does seem to be an increase in cars particularly near the park at Cromwell Way. The clerk has written to TVP asking them to monitor and seek alternative parking again and has responded to the local resident via email. The parish has no powers to act on the parking issues.

The clerk has been in contact with TVP regarding parking and has had it confirmed that the TVP Parking Problem Solving Team is meeting on 06/02/2019 where a further review and options will be discussed. This is an internal TVP meeting any further information will be released through the TVP communications team.

Website

Minutes have been added to the website from last month. (Copies have also been placed in Kidlington library)

Calendar dates have also been placed on the website.

APM Date

The APM meeting will be held at Edward Feild school on 15th May 2019 evening. (The hall was booked on 14th).

Councillors

Elections are due this year. CDC will send a pack in due course to the council. If it goes to polling cards there is a cost of £3-4k for the council. In the last round polling cards were not necessary and Councillors were required to get someone in the parish to nominate them. More information to follow when the clerk has it.

OALC courses coming up – Councillors to advise clerk if wish to book on to any that would support them.

The RFO tasks on a month by month basis

Date

Wednesday 27th of February 2019

Location

Cherwell Room, Begbroke Science Park, Oxford OX5 1PF

Price per Delegate

Member Council: £85.00 + VAT

Non-Member Council: £170.00 + VAT

MINUTES AND AGENDAS: A GUIDE TO GOOD PRACTICE

Date

Wednesday 13th of March 2019

Location

Woodgreen Offices, West Oxfordshire District Council, Witney, OX28 1NB

Price per Delegate

Member Council: £45.00 + VAT

Non-Member Council: £90.00 + VAT

THE PARISH CLERKS YEAR - What to do and when...

Date

Thursday 21st of March 2019

Location

Warwick Hall, Church Green, Burford OX18 4RY

Price per Delegate

Member Council: £85.00 + VAT

Non-Member Council: £170.00 + VAT

Strategic planning for parish councils

Date

Wednesday 17th of April 2019

Location

Civic Hall, Britwell Road, Didcot OX11 7JN

Price per Delegate

Member Council: £45.00 + VAT

Non-Member Council: £90.00 + VAT

ROLES AND RESPONSIBILITIES - WORKING ON YOUR COUNCIL

Date

Wednesday 19th of June 2019

[Location](#)

Civic Hall, Britwell Road, Didcot OX11 7JN

[Price per Delegate](#)

Member Council: £85.00 + VAT

Non-Member Council: £170.00 + VAT

Roles and responsibilities for new parish councillors and clerks

[Date](#)

Saturday 6th of July 2019

[Location](#)

Didcot Civic Hall, Britwell Road, Didcot, OX11 7JN

[Price per Delegate](#)

Member Council: £100.00 + VAT

Non-Member Council: £200.00 + VAT

CHAIRMANSHIP SKILLS

[Date](#)

Wednesday 17th of July 2019

[Location](#)

Civic Hall, Britwell Road, Didcot OX11 7JN

[Price per Delegate](#)

Member Council: £85.00 + VAT

Non-Member Council: £170.00 + VAT

Roles and responsibilities for new councillors and clerks

[Date](#)

Wednesday 18th of September 2019

[Location](#)

Civic Hall, Britwell Road, Didcot OX11 7JN

[Price per Delegate](#)

Member Council: £85.00 + VAT

Non-Member Council: £170.00 + VAT

Budgeting and financial management for councillors

[Date](#)

Wednesday 2nd of October 2019

[Location](#)

Cherwell Room, Begbroke Science Park, Oxford OX5 1PF

[Price per Delegate](#)

Member Council: £45.00 + VAT

Non-Member Council: £90.00 + VAT

VAT for clerks (and councillors)

[Date](#)

Wednesday 2nd of October 2019

[Location](#)

Cherwell Room, Begbroke Science Park, Oxford OX5 1PF

[Price per Delegate](#)

Member Council: £45.00 + VAT

Non-Member Council: £90.00 + VAT