

## Clerks Report – Feb 2019

### Financial

#### Cheques

Clerk expenses Feb £46.12 (home office, printing, stamps / postage and stationary expenses (receipts provided)) – cheque no. 102339

Councillor Billington £200 – Chairmans allowance – cheque number 102336

Cherwell DC - £709.52, Invoice 7009112 – Stratfield Brake recharge for Jan 2019 – cheque number 102337

Cllr C Matheson – Mileage reimbursement for expenses incurred at Unmet Housing inspectorate hearing – 0.45p a mile x 16 miles each way, £57.60 – cheque number 102338

Vision ICT – website charges – legal requirement - £42.00, invoice 8841 – cheque number 102340

Oxfordshire Association of Local Councils – annual renewal £263.63, invoice G00031/2019, cheque number 102341

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. This is ongoing.

The clerk submitted the precept information to Cherwell DC and they have confirmed receipt.

Cllr Matheson is working towards updating signatories on the council bank account. This has moved forward and is almost complete.

### Recreation Areas

Playground supplies and Discovery Play have provided quotations for the Cromwell Way park refurbishment. Awaiting Eibe still, they seem resistant to send.

It has come to light (informally) that the schools could sell a section of the recreational field at the back of them to raise funding to grow the schools. This could severely impact our Cromwell Way Park which is leased from OCC because it would create a natural access to the area that would be sold off. The clerk has looked at the lease which expires in 2031 (term of 15 years from October 2016). However, there is a clause in the lease which enables both parties to cancel the lease with six months written notice. This in effect does put replacing the recreational area using a loan at a potentially high risk. The council could end up in a position where they would be paying for park equipment on a site they no longer own. This needs to be discussed before moving forward.

The clerk has obtained costs for repairing the surfacing at Bramley Close.

- Cut out 25 Linear meters at 150mm from kerb and infill with Green Wet-pour

- Cut out 14 Linear meters at 150mm of wet pour and infill with Blue Wet-pour

Total Cost £1290 + vat

Alternatively a cheaper option would be to do all 39 meters in black wet-pour, so leaving you with an even black edge all the way round.

Total Cost £1055 + vat

The clerk seeks Council discussion and approval on which to proceed with.

### Highways

Nothing to report.

### 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 reconvened Hearing Sessions at 09.30am on Tuesday 5<sup>th</sup> February 2019 within the Council Chamber of Cherwell District Council Offices, Bodicote House, White Post Road, Bodicote, Banbury, OX15 4AA. Cllr C Matheson attended on behalf of GWEPC. Reports will follow and will be available via our website. Reports have separately been circulated via email to Councillors. The Planning committee will reconvene to discuss further on 13<sup>th</sup> March 2019.

Keith Fenwick of Pegasus Group (Developers) will be attending our Parish Meeting on 2<sup>nd</sup> April 2019 so that Council can put questions to them.

#### Planning applications received

### **TOWN AND COUNTRY PLANNING ACT 1990. CONSULTATION – PLANNING APPLICATION**

**Application No.:** 19/00154/F

**Applicant's Name:** Mrs Trina Mayling

**Proposal:** Extension to existing single storey extension with new pitched roof above; removal of flat roof garage and construction of new pitched roof over; conversion of garage into home gym

**Location:** 5 Cromwell Way Kidlington OX5 2LW

**Parish(es):** Gosford And Water Eaton

There was no objection to this. The clerk circulated via email due to the deadline date.

### **TOWN AND COUNTRY PLANNING ACT 1990. CONSULTATION – PLANNING APPLICATION**

**Application No.:** 19/00196/F

**Applicant's Name:** Ms Patricia Newman

**Proposal:** Demolish existing garage and replace with new single storey side and rear extension

**Location:** Bunkers Kingsway Drive Kidlington OX5 2LZ

**Parish(es):** Gosford And Water Eaton

Councillors - please see the Public Access system for details of the application at <http://www.publicaccess.cherwell.gov.uk/onlineapplications/>.

The clerk circulated via email as the deadline for response is prior to the council meeting.

#### Correspondence

The clerk has sent Kidlington News information from the February 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 asked for an update from TVP following their internal Parking Problem Solving Team meeting on 06/02/2019.

There are exhibitions on the Oxfordshire Plan held at a variety of locations across Oxfordshire. Anyone can attend to have your say. The nearest ones for us now are: Witney on 4<sup>th</sup> March – 3pm to 8pm, Banbury 13<sup>th</sup> March 3pm-8pm, Oxford Town Hall 14<sup>th</sup> March – 3pm to 8pm. Other dates available. The web link for more information is [www.oxfordshireplan.org](http://www.oxfordshireplan.org). The clerk has added this information to the website.

#### Website

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

The Oxfordshire plan exhibition link has been added to the website.

#### APM Date

The APM meeting will be held at Edward Feild school on 15<sup>th</sup> May 2019 evening.

## 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.

### 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