

## Clerks Report – April 2019

### Financial

#### Cheques

Clerk expenses Mar £38.02 (home office, printing, stamps / postage and stationary expenses (receipts provided)) – cheque no. 102352

102349 - Legacy Leisure Limited £247.50 (no vat) - swim memberships

102350 - Kidlington Parish Council - SB landscape 10% recharge Oct to Dec 18 - £1961.48 (vat is £326.91)

102351 - Kidlington Parish Council - SB landscape 10% recharge Apr - Sept 18 - £4604.57 (vat 767.43)

The clerk has requested a grant form from Cllr Billington for £5,000 for the Cromwell Way recreation area.

The RFO is continuing to deal with payroll and is currently still sorting the pension side which is taking longer than anticipated.

Cllr Matheson is working towards updating signatories on the council bank account. This is still ongoing.

The clerk reminds councilors that it is imperative to have signatories at each meeting. HMRC and payroll needs to be signed each month.

### Recreation Areas

Playground supplies are supplying a revised Cromwell Way park cost as are Discovery Play. This is based on an expenditure of £16,000 as per last months approval. (£11,000 from GWEPC account and £5,000 grant from Cllr Billington)

The clerk has instructed the Bramley Close park repair and replacement works.

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

Remove existing gates and Supply and install 2 prosafe self closing gates at £2767.00 + vat

And

Remove existing Springer and replace with new Motorbike rocker at £1282.00 + vat

Total £5,339.00 Plus VAT (Bramley Close)

The clerk is waiting for a date for the Bramley Close works.

### Highways

The clerk has asked CDC to fix the fence opposite the patisserie at Fairfax Road, in the past this has been paid for by the parish and we will be recharged for it.

### Planning

Nothing to report

### Correspondence

The clerk has sent Kidlington News information from the March 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 again from TVP following their internal Parking Problem Solving Team meeting on 06/02/2019. The clerk has also asked TVP to attend the APM in May. The clerk has raised concerns to TVP regarding the amount of cars in the parish caused by staff again. It is particularly noticeable by the play area at Cromwell Way and Oxford Road and this has been reported by the clerk. Cromwell Way recreational area was almost completely blocked when the clerk did a spot check this month. There would be no room for access for emergency services. Photos have been taken by the clerk and submitted to TVP as evidence. The clerk has asked for a response and is waiting for this. The clerk has also asked TVP to look at additional parking solutions including speaking to Stratfield Brake about using that car park as overspill.

The parish received correspondence from a resident in the parish about the TVP parking. This is noted by the parish and a copy has been sent to TVP.

#### Website

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

The Spring Clean photos have also been added to the website.

#### Stratfield Brake

The clerk of Kidlington Parish Council has been in touch with the clerk to advise that up until now, KPC have paid for all the remedial works to bring SB up to standard for the transfer to Legacy/Parkwood. There are some outstanding items that we need to decide about. Items such as the Artificial Cricket Wicket are the sorts of things that we would expect to come from the fund that we (KPC & GWEPC) are both putting aside for repairs, renewals, etc. KPC wanted to forewarn us, it may be that G&WE will contribute 10% of the costs from the fund put aside but we need to have a chat about what the contribution might be. The clerk recommends that after elections a SB committee should meet with the KPC SB committee to discuss and agree.

#### 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. Councillors are currently in the process of submitting paperwork. The council does need more councillors as it currently stands and it would welcome a schools representative.

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

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