

# SWALCLIFFE PARISH COUNCIL

## MINUTES OF AN ANNUAL PARISH COUNCIL MEETING HELD 9<sup>TH</sup> MAY 2022 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

### ***Councillors Present***

Neil Urquhart (NU), Chairperson  
Martin Collett (MC)  
Steve Gandy (SG)  
Ken Hodkinson (KH)  
Karen Riordan (KR)  
Ryan Smith (RS)  
Victoria Taylor (VT), Vice Chairperson  
Christine Coles - Parish Clerk and one member of the public

### **22/29. Elections**

#### *Election of Chairperson*

It was proposed by Cllr Gandy and seconded by Cllr Riordan that Cllr Urquhart be Chairperson.

#### *Signing of Acceptance of Office form*

Cllr Urquhart signed the Acceptance of Office form which will be kept on file.

#### *Election of Vice-Chairperson*

It was proposed by the Chair and seconded by Cllr Smith that Cllr Taylor be Vice-Chairperson.

### **22/28. Apologies**

None.

### **22/29. Declarations of Interest**

There were no interests to declare.

### **22/30. To approve the minutes of the meeting held on 21<sup>st</sup> March 2022**

The minutes of the last meeting were approved and signed.

### **22/31. Public Participation Session**

No matters were raised.

### **22/32. To note any matters arising from the minutes not included on this agenda for report only**

Speedwatch – Communication has begun with PC Lee Turnham. Sites have to be approved with adequate road clearance and users have to undertake training. The police have approved the existing equipment and will use their own insurance.

*Action: It was agreed that Cllr Taylor will arrange for volunteers to receive the training required to operate the speedwatch equipment in the village.*

Platinum Jubilee Grant – This has been received.

Waste Matters – Cllr Hodkinson put details in the group chat. They will be added to the website.

Spring Clean – Thanks was given to Cllr Smith and Cllr Hodkinson for arranging this.

Charging Points – This is a great idea and a good investment. Cllr Collett updated members on what factors he felt might make for a suitable site for future EV charging points in the village. It was noted

that a site close to the village hall with easy access to an existing electrical supply, wifi connectivity and in the ownership of the Parish Council would be simplest option to explore further. The next step is to understand the demand and capacity within the local network.

*Action: Options to be considered by the Parish Council.*

**22/33. To receive an update on the village hall project**

The major National Lottery Grant has been unsuccessful but there may be a possibility of applying for a smaller grant of £10K. A meeting with the VHC is taking place on 12<sup>th</sup> May to discuss next steps and agree the priorities. Total project costs are between £50K to £80K. The heating/insulation quotes are between £15-20K. The Parish Council will select a contractor out of committee. It was agreed to use £15K of Parish Council funds and £15K of Village Hall funds to carry out the first phase of work. The idea of a loan and fundraising ideas were discussed.

*Action: The Chair to contact Banbury Charities to apply for a grant and Cllr Gandy to investigate more information about a loan.*

**22/34. To receive a progress report on the Platinum Jubilee Celebrations**

All arrangements are going to plan. The bench has been created and crafted by Ben Benson. Permission to permanently site the tree and bench on the grass outside the Tithe Barn has been applied for. The refreshment stall at the Jubilee lunch will be run by Cllr Taylor and her mother. The Chair will open the celebrations.

*Action: The Parish Clerk to contact Shutford about paying the donation for the beacon lighting. Cllr Riordan to book the hall in case of bad weather. The Chair to write thank you letters to those who assisted with organization of the weekend events.*

**22/35. Financial Report**

The following payments were approved under statutory powers:

£214.42 to K Riordan (bunting for Platinum Jubilee)

£156.00 to Cardinus Risk Management (revaluation of village hall)

£88.80 to Royal Images

£240.24 to CDC (dog bin emptying)

£45.00 to OPFA (membership)

£600.00 to A Bathe (grass cutting)

£140.00 to R Fletcher (internal audit)

£234.00 to Playdale Playgrounds (play inspection)

*To approve a salary increase for the Parish Clerk (21/22)*

The salary increase in line with the NJC award was agreed. It will be backdated to April 2021.

*AGAR for year ending 31<sup>st</sup> March 2022*

*To approve and sign Certificate of Exemption, Section 1 and Section 2*

The Certificate of Exemption, Section 1 and Section 2 were approved and signed by the Chair and Responsible Financial Officer. The new village hall valuation will be included on this year's accounts.

*Action: The Parish Clerk to seek advice from the internal auditor as to whether the village hall accounts should be included with the Parish Council accounts.*

**22/36. To receive an update on planning**

*22/00510/F, Single Storey rear extension at Wisteria Cottage, 5 Bakers Lane. Supported by PC.*

**22/37. To receive Councillors' Reports**

Christmas lights - Cllr Smith has obtained prices. Two sets are needed for the tree at £48.00 each. Two sets are needed for the village hall at £76.00 each. It was agreed Cllr Smith could proceed.

Noticeboard – The top of the board is leaking and the seal needs replacing. Councillors discussed replacing the board, wood or metal are the options.

*Action: It was agreed that Cllr Smith should carry out the necessary repairs. The Parish Council will investigate replacements. The Parish Clerk will find out details of the new Tadmarton board.*

Defibrillator – Cllr Smith is still waiting for a new battery to be delivered.

**22/38. To note next meeting date and time**

Monday 27<sup>th</sup> June 2022 at 7.30pm. Cllr Gandy gave his apologies for the June and September meetings.

There being no other business the meeting closed at 9.05pm.