

Minutes of the annual meeting of the Parish Council held from 7.00pm on 30 May 2022 in the village hall. (A signed notice of the meeting and agenda had been displayed on the two village notice boards from 22 May and an email summons of attendance had been issued to all Councillors on the same day. A copy of the notice and agenda had been entered on the Parish Council website from 22 May.)

**PRESENT: Councillors:** Janet Ormond (JO) (Chairman), Ian Durham (ID) and Emlyn Lilly (EL)  
**Parish Clerk:** Maurice Cole (MC)  
**Public:** David Wright

**APPOINTMENT OF CHAIRMAN:** 2021/65: It was resolved that JO would be Chairman for the Council year 2022/23. Thanks were expressed for her services. JO advised her intention not to stand for re-election as Chairman next year.

**APOLOGIES RECEIVED FOR ABSENCE:** 2022/66: John Clouston (JC)

**COUNCILLORS' NON-STATUTORY DISCLOSURES AND DISCLOSURE OF ANY DISCLOSABLE PECUNIARY INTERESTS IN RELATION TO THE AGENDA NOT COVERED BY DISPENSATION:** 2022/67: None.

**MINUTES OF THE PREVIOUS MEETING:**

2022/68: The minutes of the meeting held on 28 March 2022 (draft distributed earlier) were confirmed as correct and the Chairman was authorised to sign approval.

**MATTERS ARISING FROM PREVIOUS MINUTES NOT ON THE AGENDA:**

2022/69: 'ABANDONED' VEHICLE (2022/24) JC had contacted the relevant household and Councillors agreed to hold the matter in abeyance.

2022/70: THE QUEEN'S PLATINUM JUBILEE CELEBRATIONS (2022/18): It was noted that Patrick Bradshaw and his family had kindly invited parishioners to lunchtime drinks at the Manor on Thursday 2 June and The Three Conies were promoting 'Tea on the Lawn' followed by live music on Jubilee Saturday, 4 June.

2022/71: ASBESTOS FLY TIPPING (2022/39a): The fly tipping had been cleared by West Northamptonshire Council (WNC).

2022/72: WATER ON ROAD SURFACE, BULLS LANE (2022/39b): JO had reported the problem to the WNC who subsequently provided a soakaway. Phillippa White had emailed the Parish Council on 30 May advising that the soakaway was completely silted-up and water was going on the road surface again. JO would submit a Street Doctor report to the WNC.

**FINANCE**

2022/73: CASH BOOK: The cashbook was produced showing a balance of £8,754.53 including the Community Infrastructure Levy (CIL) Fund of £4,656.51 (2019/12). The balance reflected the receipt of the first half of the 2022/23 precept, £1,500 and a VAT repayment of £925.19 advised below (2022/74). The latest bank statement, to 31 March 2022, was produced, being in agreement with the cash book. The Clerk could not recall the receipt of a statement to 30 April; the position would be monitored. However, Councillors could access the bank balance position online.

2022/74: VAT: The Clerk had made a VAT repayment claim totalling £925.19 for the year ended 31 March 2022 including £793.00 in respect of the CIL Fund. This had been received on 10 May.

2022/75: BANK PAYMENTS: The following recurring payments had been paid since the last meeting: Npower electricity £33.15 & £91.07 (see 2022/81), M.G. Cole (the Clerk), reimbursement of computer anti-virus protection - £64.99, AJ Gallagher, annual insurance renewal- £537.11 and Information Commissioner's Office, annual fee - £35.00.

2022/76: INTERNAL AUDIT: The annual internal audit return undertaken by Geraint Gregory on 5 May 2022 was considered and accepted. It was noted that no matters had arisen. The meeting expressed thanks for Geraint Gregory's review.

2022/77: EXEMPTION FROM LIMITED ASSURANCE REVIEW 2021/22: In view of the Parish Council not exceeding the exemption criteria it was agreed that a Certificate of Exemption from a limited assurance review should be completed and sent to the external auditor.

2022/78: COUNCIL'S DETAILED FINANCIAL STATEMENTS 2021/22: The Clerk had distributed the both the detailed financial statements for the year ended 31 March 2022 and a copy of the asset register prior to the meeting. It was noted that the General Account excess of expenditure over income was £248 resulting in a cash reserve of £3,227 on the General Account at 31 March 2022. The supporting Register of Fixed Assets was produced. The financial statements were approved and the Chairman was authorised to sign approval.

2022/79: GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22, SECTIONS 1 & 2:

2022/79a: It was resolved to approve the answers to the Annual Governance Statement Section 1 - all positive answers, apart from item 9 which was not applicable.

2022/79b: It was resolved to approve the Accounting Statements for the year (Section 2). The related schedule of variances was noted.

2022/80: PUBLIC RIGHTS NOTICE: The period for the exercise of public rights would be between 13 June and 22 July 2022. The notice would shortly be displayed on the Parish Council website and notice board.

#### **UTILITIES ETC:**

2022/81: ELECTRICITY INVOICE ERROR (2022/9): Npower's invoice for the March quarter reflected the same calculation error as their December invoice. When contacted, Npower (contrary to their original response) advised that they invoice seasonally so in the winter and spring it would show more usage, but in the summer and autumn it would reduce. Therefore, payment had been made but the position would be monitored.

2022/82: FAILED STREET LANTERN: (2021/167 & 2022/10): JO would contact Balfour Beatty to ascertain when the lanterns would be replaced.

#### **PLANNING APPLICATIONS: 2022/83:**

2022/83a: WNS/2022/0663/TPO: Tree work, Walnut House Banbury Lane Thorpe Mandeville OX17 2EX. The planning application committee had considered the application, deciding there was no objection.

2022/83b: WNS/2022/0880/FUL: Proposed two storey side/rear extension, removing existing single garage to be replaced by a larger garage with living space on the floor above at Orchard House, Banbury Road, Thorpe Mandeville, OX17 2HA. It was resolved that there was no objection to the application.

2022/83c: WNS/2022/0887/FUL: Installation of 2x 12kWh air source heat pumps in order to replace existing oil-fired heating system at The Old House, Banbury Lane, Thorpe Mandeville, OX17 2EY. It was resolved that there was no objection to the application.

2022/83d: WNS/2022/0907/FUL: Conversion and demolition of outbuildings and the construction of a swimming pool, gym, plant room, potting shed, storage shed, new greenhouse and pool house, Thorpe Mandeville Manor, Banbury Lane, Thorpe Mandeville, OX17 2HR. It was resolved that there was no objection to the application.

2022/83e: WNS/2022/0908/LBC: Listed building consent for the conversion and demolition of outbuildings and the construction of a swimming pool, gym, plant room, potting shed, storage shed, new greenhouse and pool house, Thorpe Mandeville Manor, Banbury Lane, Thorpe Mandeville, OX17 2HR. It was resolved that there was no objection to the application.

2022/83f: WNS: 2022/0937/HS2 Package 5 – Schedule 17 application: Works to form the HS2 railway between Culworth Grounds and Edgcote. Receipt of the details was a notification, not a consultation. The application was noted.

**HS2:****2022/84 EXTENSION OF HS2 WORKING HOURS**

2022/84a: Further to considerations at the last meeting (2022/55), the Parish Council had submitted a formal complaint to HS2 regarding working on two recent Sundays and the related noise pollution. It transpired that application had been submitted to and accepted by WNC without notification or consultation by either party to the Parish Council. HS2 had apologised for not giving advance notice to the Parish Council.

2022/84b: JO had been contacted by an WNC Environmental Officer on 20 May regarding an HS2 application for further works on four consecutive weekends. JO contacted HS2 expressing concern that the Parish Council had not been advised of the position. The environmental officer was endeavouring to ensure the weekend activities would be monitored; sound monitoring was in hand. ID would also monitor the position from his property.

2022/85: HS2 ENGAGEMENT: HS2 had advised that their mobile visitor centre would be at the Three Conies car park on 28 June providing an opportunity to update the village on construction progress.

**ANNUAL PARISH MEETING:** 2022/86: Ten parishioners had attended the Annual Parish Meeting on 25 April including three Parish Councillors. Pertinent matters for the Parish Council:

2022/86a: GREEN BINS: District Councillor Alison Eastwood recognised the lack of WNC notice to parishioners regarding the recently introduced green waste bin charge (2022/63). A supply of outdated advisory fliers had subsequently been received on 28 May. Councillors agreed no action would be taken regarding the leaflets. (Clerk's note: Relevant notices remained on the notice boards.)

2022/86b: WATER COURSES AND HS2: Will Hemmings, a non-parishioner, had expressed concern regarding the water course arising from the westward extension of HS2's planned Greatworth Green Tunnel. JO had subsequently been copied into a related email from Jeremy Greenhalgh to District Councillor Alison Eastwood on 23 May. The position was noted.

2022/86c: EXTENSION OF HS2 WORKING HOURS: Discussion had arisen regarding HS2's intended extension of working hours (see 2022/84).

**ANNUAL APPOINTMENT OF POLICE LIAISON OFFICER:** 2022/87: The Clerk was reappointed as the Police Liaison Officer.

**CORRESPONDENCE OF CONSEQUENCE:** 2022/88: **DAMAGE TO STREET VERGE:** An email dated 19 May had been received from Jeremy Greenhalgh complaining about recent HGV damage to the grass triangle at the top of Bulls Lane witnessed by parishioners. JO had contacted a representative of a local company advising the position regarding the delivery vehicle going to the company's premises. The Clerk had sent a supporting email to the company detailing the position, requesting their delivery companies are made aware of the difficulty for HGVs approaching Lower Thorpe from Bulls Lane. The company had agreed to take remedial action including repairing the green. JO had also contacted the transport company but no response had been received to date.

**PUBLIC PARTICIPATION:** 2022/89: David Wright, as Neighbourhood Watch representative, understood that the police would shortly be attending the village with a vehicle speed gun.

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**ANY OTHER BUSINESS RAISED BY COUNCILLORS OR THE CLERK:** 2022/90: None.

**NEXT SCHEDULED PARISH COUNCIL MEETING:** 2022/91: The next meeting was provisionally scheduled for Monday 27 June 2022 at 7.00pm, in the village hall.

MEETING CLOSED 8.15pm