

**APPLEFORD-ON-THAMES PARISH COUNCIL**

Minutes of the meeting of the Parish Council held in the Village Hall,  
Appleford on Monday 6<sup>th</sup> July 2009.

**Present:** Alan Sharp (Chairman), Chris Martin,  
Audrey Sharp, Donald Alcorn  
**In attendance:** Judy Beck (Clerk)  
**Apologies:** Gervase Duffield  
**Members of the Public:** 0

**09/52 Election of Vice Chairman**

Cllr Martin was nominated Vice Chairman, nominated by Cllr Alan Sharp and seconded by Cllr Audrey Sharp .

**09/53 Apologies for Absence**

Cllr Duffield had sent apologies.

**09/54 Declarations of Personal and Prejudicial Interests.**

There were none.

**09/55 Public Participation**

There was none.

**09/56 Minutes of the meeting held on 18<sup>th</sup> May 2009**

It was resolved to approve the minutes as a correct record of the meeting, and the Chairman signed accordingly.

**09/57 Matters Arising and Matters of Urgency**

- a) Broken flagstones outside village hall: the Chairman agreed to ask the Village Hall Administrator if he could repair them.
- b) Rabbit holes: it was agreed that the scheduled annual inspection by RoSPA/Playsafety will include a safety check of the recreation ground and pitch as well as the play area.
- c) Carpenters Arms: the Chairman had written to Greene King. The reply confirmed a commitment to keep the Carpenters Arms open.
- d) Appleford train station reduction in daytime services: the Chairman had written to Great Western Trains, and the reply is held on file. No further action can be taken at this time.

- e) Spring-shut fastenings for gates to play area: the Chairman has sourced some springs and additional chain for the car park area – the expenditure for £20 was agreed.
- f) Village Hall Access: It was agreed that providing hard standing at the car park onto the footpath up to the village hall was sufficient for disabled access to the hall, and that the existing hard standing will be marked out as disabled parking. The Chairman agreed to ask the Village Hall Administrator to mark it out. The meeting agreed there was no need to provide a wheelchair. Cllr Alcorn will make a request to the Village Hall Management Committee to purchase a goods trolley for moving loads to the hall from the car park.
- g) Letter of Objection to the proposed incinerator at Sutton Courtenay: The Chairman had sent a letter of objection on behalf of the parish council. As the application has now been amended, a further letter will be sent in due course.
- h) The footpath from Appleford to Sutton Courtenay: the landowner has now cut back in his field, but area owned by WRG is still overgrown. Cllr Martin agreed to bring this to WRG's attention at the next liaison meeting.

#### **09/58 Village Hall Management Committee**

- a) The meeting discussed the £1000 grant received from the Vale of White Horse District Council towards refurbishment of the hall. Cllr Alcorn explained that this was requested by him on behalf of the Village Hall Management Committee, but the Vale had mistakenly sent the cheque to the Parish Council. The Parish Council will pass a cheque for £1000 to the Village Hall Management Committee.
- b) Accounts for Village Hall Management Committee. The accounts had already been received from Cllr Alcorn.
- c) Procedures for requesting funding. The clerk had contacted the Oxfordshire Rural Communities Council for advice on separation of funds for the parish council and the village hall management committee. It was agreed that the parish council can legally make a grant or loan to the village hall management committee. However, there must be a set process as follows:
  - the Village Hall Management Committee should prepare a budget each year and write to the parish council formally at that time, with their budget, for any grant or loan required for a specific purpose. This allows the parish council to consider the request, and if authorised, to include such costs in their own budget and precept. The parish council cannot normally respond to ad hoc requests for money if funding has not been allocated in the budget.

- the parish council must not pay directly for anything on behalf of the Village Hall Management Committee. The Village Hall Management Committee cannot authorise expenditure against parish council funds, but can only write to request a grant or loan.
- if the Village Hall Management Committee is short of funds it must consider raising the rent for the hall, or fund-raising, rather than relying on funding from the parish council. An annual grant from Parish Council funds is acceptable, but must be included the Parish Council's budget and raised through the precept.

Cllr Alcorn will update the Village Hall Management Committee.

- d) With reference to planned actions in the Village Hall Management Committee's Annual Report to the Annual Parish Meeting, it was agreed that the Village Hall Management Committee had no authority to commit to actions that are the responsibility of the Parish Council, e.g. additional car parking spaces.

### **09/59 County and District Councillor Report**

The new County Councillor, Stewart Lilley, is invited to future parish council meetings. The District Councillor had sent his apologies.

### **9/60 Liaison Meetings**

- a) Power station  
Cllr Martin reported that the group had proposed that Colin Lamont and Terry Joslin remain as co-opted members. The council agreed to object to this proposal, and considered that the village should be represented by the new County Councillor. Cllr Martin will contact Stuart Lilly to ask whether he is taking up his role of Chairman at the meeting.
- b) WRG  
Paul Horton had attended, but there was no feedback from the meeting as yet.

### **9/61 Correspondence**

Correspondence has been distributed since the previous meeting and a list of items kept on file.

### **9/62 Parish Action Plan**

The council had responded to the draft Parish Action Plan submitted, and further discussions taken place around the group and with relevant external organisations. It was agreed to include the columns for Timetable and Responsibility, and the Chairman will distribute the amended document for further review.

**09/63 Finance**

a) The council considered the report from the Internal Auditors on the accounts 2008 – 2009 and agreed to revise the fidelity guarantee to the lower figure suggested.

b) Requests for funding

Burial Ground Extension. The Clerk will reply to detail the process for applying for funding.

Grass cutting at the church. The council authorised a contribution of £225.00 towards the £450 total cost of grass cutting at the church, but agreed that the cost of work to the trees should be met from the church burial ground funds.

c) Pressings sponsorship and funding  
The council agreed to continue the sponsorship arrangement from WRG.

d) Appleford Community Project Bank Holiday Event  
The request for £100 in mitigation against loss in the event of rain was refused. Concerns were raised about the proposal for a bonfire on the recreation ground in November. Cllr Alcorn will investigate further with the Village Hall Management Committee.

e) Ariel Runway at the playing field. It was agreed to pay £50 towards the cost of woodchippings provided by Mr McCarthy for the ariel runway and for his help in laying them in. The clerk to send a letter of thanks with payment.

f) Receipts  
None.

g) Payments

The following payments had been made since the last meeting on 18 May 2009:

<i>Chq</i>	<i>Payee</i>	<i>For</i>	<i>£ detail</i>	<i>£ total</i>
<b>894</b>	<b>J Beck</b>	Salary 1-30 June 2009		<b>191.80</b>
<b>895</b>	<b>RJS (IA) Ltd</b>	Internal Audit		<b>165.00</b>
<b>TOTAL PAYMENTS</b>				<b>356.80</b>

The following payments were authorised at the meeting:

<i>Chq</i>	<i>Payee</i>	<i>For</i>	<i>£ detail</i>	<i>£ total</i>
<b>896</b>	<b>J Beck</b>	Clerks salary & allowances, travel expenses 1-31 July	206.36	
		Website hosting and maintenance 1-30 June and 1-31 July	59.98	
		<b>TOTAL PAYABLE</b>		<b>266.34</b>
<b>897</b>	<b>Enterprise</b>	Grass-cutting at the Recreation Ground May and June 09	314.87	
		Invoices 27, 29, 31, 33		
		VAT	47.24	
		<b>TOTAL PAYABLE</b>		<b>362.11</b>
<b>898</b>	<b>J McCarthy</b>	Woodchippings and infill at Recreation Ground	50.00	
		<b>TOTAL PAYABLE</b>		<b>50.00</b>

**09/64 Planning**

Application Ref: 09/00309/FUL.

Meadow View

Main Road

Appleford

Abingdon Oxon

OX14 4PD

Demolition of existing rear outbuildings. 10/06/2009

Erection of new front and rear two

storey extensions.

Application

Permitted

**09/65 Date of Next Meeting**

The next meeting will be the parish council meeting on Monday 7<sup>th</sup> September, starting at 7.30 pm in the Village Hall.

**09/66 Close of Meeting**

There being no further business the Chairman declared the meeting closed at 9.31 pm.

Signed ..... Date .....