

Minutes of Charlton On Otmoor Parish Council Meeting held on 25th April 2019.

Present: Bryn Walker – Chairman, Samantha Hatwell – clerk.

Councillors: Dawn Channon, Jack Pearson, Colin Thompson, Terry Pollard.

4 members of the public.

1. **Apologies:** Cllr Donna Han, and Cllr Lynn Roberts.
2. **Declaration of interest:** Cllr Pollard item 8.
3. **Public comments/notices:** None.
4. **Approval of minutes from the meeting held on 21st March 2019.**
The minutes were agreed as a correct record of the meeting and signed by the chairman.
5. **Matters arising from the previous meeting held on 21st March 2019.**
 - a) Stile – West View Farm. – It was reported that the stile had been repaired promptly and it was agreed that we should send a letter of thanks. The clerk to action.
6. **Playing field/ground.**
It was noted that the grass has already had its first cut.
7. **Risk assessment.**
After a discussion it was agreed to amend item 7 and item 9. The assessment was then signed by the clerk and chairman.
8. **Oxford/Cambridge expressway** – Cllr Pollard is trying to arrange a meeting to include Barry Wood to discuss the ARC/Expressway on 6/6/19. Cllr Pollard said that in the autumn there will be 6 proposed alternate routes in corridor B three to the south/east and three to the west/north of Oxford.
9. **School –**
 - a) Hazard signs – The clerk reported that her enquiry had been passed onto the traffic team to progress and action.
 - b) Percy Collett room – CT reported that a meeting had taken place with Rev Hayes he is going to look at the running costs of the Percy Collett room and will get back to us and he is also looking at resurrecting the Community Hall Committee. It was agreed to ask Christine Herbert to give us a report on the progress she has made and how to take it forward.
10. **Finance:**
 - a) Payments for approval – OALC –£102.00: training for Cllr Han, this item was deferred until we get confirmation from Cllr Han if she will be attending. Clerk – remuneration and expenses £207.30, M R Cross – grass cutting £210.00, OGBN membership £15.00. Payments were approved and cheques were signed.
 - b) Annual Governance Accountability Return – It was agreed to complete part 2 to certify the Parish Council as exempt from a limited assurance review.
 - c) Internal Audit – It was agreed to contact Mr Paul Barlow to complete the internal audit.
 - d) OGBN membership – It was agreed that we should continue to be members.
 - e) Financial Regulations – These will be signed off at the next meeting.


23-5-2019.

Minutes of the meeting 25/4/19 continued...

11. **Planning** – Otmoor Country Park – This will be discussed further at the next meeting.
It was noted that an application for a single storey side and front extension to a bungalow at 4 Mill Close has been refused.
12. **Allotments** – After the meeting with Thames Water the quote for the external pipe work and subsequent costs, it was agreed to see if we can get quotes for a bore hole to be dug in the existing spring. Clerk to action.
13. **Items for further discussion:**
The chairman reported that the local WI had completed a litter pick around the village, all agreed that thanks were in order.
Cllr Pearson noted that after sending his findings to Cllr David Hughes regarding the litter being left in ditches, that a team of litter pickers has been seen.
Cllr Pearson said he is awaiting an update from the County Council regarding the gate being erected down Mansmoor Lane.

There being no further business, the meeting closed at 8.45pm. The next meeting will be the Annual Meeting of the Council which will take place on the 23rd May 2019 in the Percy Collett room of the Community Hall at 7.30pm.



Date:.....

23-5-2019

Bryn Walker – Chairman.