

Minutes of Charlton On Otmoor Parish Council Meeting held on June 9th 2022.

Present: Chairman - Bryn Walker, Cllrs - John Hudson, Dawn Channon, Colin Thompson, Lynne Roberts, Jack Pearson. Clerk - S Hatwell.
CDC Cllr Gemma Coton, Mrs Wykes and one member of the public.

1. **Signing declaration of acceptance of Office for Cllr Hudson** - Cllr Hudson signed his acceptance of office which was witnessed by the clerk.
2. **Apologies** - Cllr Pollard.
3. **Requests for dispensations, declarations of interest, gifts and hospitality.** None were raised.
4. **Public session** - Cllr Gemma Coton brought to our attention of temporary traffic lights that are being put up on Islip Bridge for Oxfordshire County Council to carry out bridge repairs. The repairs are due to start on 20th June through to 9th September 2022. Further details can be found on the Parish Council website.
5. **Approval of the minutes from the meeting held on 19th May 2022 and approval of the minutes from the Annual Parish meeting held on 24th March 2022.** - The minutes were accepted as a true record of the meetings and signed by the chairman.
6. **Matters arising from the meeting held on 19th May 2022.**
 - a) **Dog waste bin** - It was RESOLVED by the parish council that a sign should be put up by the bin to request that general rubbish should be taken home and not put in the dog waste bin or left underneath. SH to action.
 - b) **WI request for permission to plant a tree in celebration of the Queens Platinum Jubilee** - The Parish council RESOLVED to give permission for a tree to be erected in the new burial ground. Cllr Roberts to inform the WI.
 - c) **Allotments** - It was RESOLVED by the parish council to instruct Mr Butler to cultivate the vacant plots.
 - d) **Oak Tree on the corner of Mill Lane** - It was RESOLVED by the parish council to cut back some of the lower branches. Cllr Walker & Hudson to action.
 - e) **Weed/flowers alongside church wall** - Cllr Channon reported that her husband had removed the weeds. The parish council would like to thank Dave Channon for carrying out this job.
7. **Burial grounds - OLD -Sycamore tree** - Gemma Coton confirmed that the tree did not have a TPO on it. It was RESOLVED that the parish council would arrange for the tree to be removed.
8. **Playground/Field - Playgroup** - After much discussion it was RESOLVED by the parish council to have an extraordinary meeting to discuss the loan and new play equipment.
9. **Finance -**
 - a) **Approval of the accounts 2021/2022-**
 - **Internal Audit** - The report was read out by the clerk - No observations were made by the internal auditor. - It was RESOLVED by the parish council to purchase a gift for Mr Barlow. SH to action.
 - **External audit certificate of exemption** - It was RESOLVED by the parish council to complete a certificate of exemption for the accounts 2021/22. SH to action.
 - **External audit** - The clerk read out the annual governance statement to be approved by the council. It was RESOLVED by the parish council to accept its responsibility of a sound system of internal control.

B. Channon 21-9-22

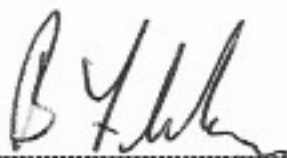
Minutes of the meeting 09/06/22 continued.....

- **Statement of accounts** - It was RESOLVED by the parish council to approve the accounts for year end 31/03/2022.
- **Asset register** - It was RESOLVED by the parish council to discuss this at our July meeting.
- **External audit - Accounting statements** - It was RESOLVED by the parish council to approve the account statements for year ending 31/03/22.
- **Electors Rights dates for viewing** - The electors rights start on the 13th June 2022 until the 22nd July 2022.
- **Risk Assessment** - It was RESOLVED by the parish council to discuss this at the July meeting.
- b) **Staff salary** - To confirm back dated pay increase from £12.00 per hour to £12.21 per hour. It was RESOLVED by the parish council to approve the increase.
- c) **Payments for approval** - S Hatwell for June, M R & J S Cross - grass cutting £480.00, G Roberts £400.00 - grant received from CDC for Jubilee celebrations. It was RESOLVED by the parish council to approve all payments and cheques were signed.
- d) **Queens Jubilee Celebrations** - Cllr Thompson and the rest of the Parish Council would like to say a BIG THANK YOU for all those involved in arranging the celebrations. A good response had been received from all that attended. A good time was had by all.

Cllr Gemma Coton left the meeting at 8.15pm.

10. **Planning** - 22/01154/F - Demolition of sheds and erection of a new dwelling - Cllr Walker confirmed that our objections had been sent to CDC.
11. **Environmental/climate change** - Nothing to report.
12. **Items for further discussion** - None were raised.

There being no further business the meeting closed at 9.10pm. It was agreed to have an Extraordinary Meeting on the 16th June 2022 at 7.30pm to be held in the Percy Collett room of the Community Hall, the next formal meeting will be the 21st July 2022 to be held in the Pavilion on the playing field at 7.30pm.



Date: 21st July 2022

Bryn Walker - Chairman.