

Minutes of Charlton On Otmoor Annual Parish Council Meeting held on 18th May 2024 in the Percy Collett room of the Community Hall at 7.30pm

Present: Cllr's- B Walker, J Hudson, D Channon, L Roberts, C Thompson, T Pollard, Jack Pearson.
County Councillor - Calum Miller, **Cherwell District Councillor** - Alisa Russell. 4 members of public.
Clerk - S Hatwell.

1. **Election of chairman** - Cllr Pollard nominated Cllr Walker which was second by Cllr Hudson. Cllr Walker accepted his post. He signed his declaration of office which was witnessed by the clerk.
2. **Apologies** - None.
3. **Declaration of interests** - None given.
4. **Public Session** - Chairman Walker invited Cllr Miller to speak - Cllr Miller reported that things had been quiet due to the recent elections, however he did say that an Ofsted inspection resulted in a 'Good' qualification of children's services provided by OCC. He also confirmed that Oxford United Football Club have submitted their plans for new grounds near Kidlington to Cherwell District Council, (Oxfordshire County Council own the land).
 The newly elected councillor Alica Russell for Launton & Otmoor Ward introduced herself. She will let us know her email address once it has been set up.
5. **Approval of the Minutes from the meeting held on 18th April 2024 in the Percy Collett room of the Community Hall.** - the minutes were approved and it was **RESOLVED** to accept the minutes as a true representation of the meeting and signed by the chairman.
6. **Matters arising from the meeting held on the 18th April 2024** - Matters that were raised were put on the agenda.
7. **Finance:** - a) **Payments for approval** - 1) S Hatwell - pay for May & Home Allowance, 2) Zurich Insurance- £862.63, 3) Mr & JS Cross - grass cutting £516.00 (inc vat), 4) WTG Consultants Ltd - IA - £200.00, 5) Cherwell District Council - dog bin emptying - £267.70.
 The payments were approved and payments will be made by BACS.
- b) **Approval of the accounts 2023/2024**
 - **Internal Audit Report** - The internal audit had taken place. The internal audit report will be actioned at the next meeting.
 - **External audit certificate of exemption** - It was **RESOLVED** by the parish council to complete a certificate of exemption for the accounts 2023/2024.
 - **External Audit - Annual Governance statement** - 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.
 - **Statement of accounts** - It was **RESOLVED** by the parish council to approve the accounts for the year end 31/03/24.
 - **External Audit - Accounting statements** - It was **RESOLVED** by the parish council to approve the accounting statements for the year end 31/03/24.
 - **Electors Rights** - The electors rights will commence on 3/6/24 - 12/07/24 -This notice be published on the website and notice boards.
- c) **Financial Regulations - Adoption of new model.** - It was **RESOLVED** by the parish council to accept the draft regulations and will be signed off at the next meeting.
8. **Planning** - 24/01159/LB - The Two Cottages, Church Lane - 4 windows need replacing. The Parish Council have no objections to this proposal.
 24/01097/F - Daisies, High Street - Removal of single storey rear extension and construction of part single storey and part two storey rear elevation plus associated external works; addition of two windows to front elevation. The Parish Council have no objections to this proposal.

BW
 20-6-24

Minutes of the meeting held 16/05/24 continued....

8. **Planning - Community Speed Watch** - Two members of the public had come forward, also Cllr Walker and Cllr Hudson. We now have four. It was agreed to contact PC Turnham to discuss the next step. SH to action.
9. **Allotments - a) Tap** - It was reported that the tap is not working properly. Cllr Hudson will take a look and report back if a new tap is needed.
 - b) **Rotavating of spare plot** - Cllr Channon reported that the plot had been kindly rotavated by Mr B Butler.
 - c) **Well** - The item had been raised again as nothing had been decided before. The parish council **RESOLVED** to have the well filled in as it is no longer needed as a water source.
10. **Burial Grounds - Old Cemetery - a)** Resurfacing of road alongside the old cemetery wall - No actions have been received from the Highways. SH to contact again.
 - b) **Cutting back of overhanging branches on Fencott Road** - It was **RESOLVED** by the parish council to wait until we have a decision about the TPO on the sycamore, before instructing an agent to carry out the works.
11. **Playground - Playgroup Plans** - Chairman Walker thanked the group for all their hard work in obtaining a grant from Viridor for the new play equipment, a sum of £45,000 has been given. The group reported that the order has gone in for the new play equipment which is on track to be installed at the beginning of July, ready for the school holidays. The parish council has to organise the removal of the slide and the red two swing frame.
12. **Environmental/Climate change** - Cllr Thompson had attended the Otmoor Conservation Group meeting and reported that out of 76 bookings for the shooting range, 21 had to be cancelled due to the flooding and noted that Otmoor it is staying wetter for longer periods, this has also been a problem for the warning flags being raised as they can't be accessed and one of the automatic lights was out of action for a while, it has subsequently been fixed. **Birds** - 13 curlews have nested, 5 had been predated by crows, 1 pair of cranes fledge 1 but was predated, Bitten - four are nesting. Over 3000 golden plover, 6700 lapwing, almost 7000 teal and 2500 wigeon. Otmoor is of national importance for the pintail, shoveler ducks and golden plover and is proving to be a perfect place for wild birds. The Range are looking to have another open day, it was agreed that this is a good idea. Cllr Thompson will let the Commander know.
13. **Items for further discussion -**
 - It was with sad news Cllr Roberts stated that she has decided to step down from the Parish Council. Cllr Roberts has been on the Parish Council for over 20 years and has been the contact for the school, and help raise funds for the previous play equipment amongst many other fund-raising activities. The Parish Council would like to take this opportunity to thank Cllr Roberts for all that she has done.
 - Cllr Hudson reported that the playing field bins were not being emptied and litter is still being left on the ground. People are putting cans and bottles in the rubbish bin which is not necessary as the recycling bins are on the site. Please could all empty cans/bottles be placed in the correct recycling bins not in the litter bin.
 - Also, it has been reported that owners of dogs who are visiting the play ground are bringing their dogs, when approached to ask to leave, they state that they could not see a sign stating that dogs are not allowed. Please note that **NO DOGS ARE ALLOWED ON THE PLAYING FIELD**.

There being no further business, the meeting closed at 9.15pm. The next meeting will be on the 13th June 2024 in the Percy Collett room of the Community Hall at 7.30pm. All are welcome.



Chairman - B Walker.

Date: 20th June 2024