

Minutes of Charlton on Otmoor Parish Council Meeting on the 20th March 2025 held in the Percy Collett room of the Community Hall at 7.30 pm.

Present: Chairman - B Walker. Councillors: Hutchinson, Hudson, Walters, Pollard, Channon Thompson.

Clerk: S Hatwell

One member of the public.

1. **Apologies:** none
2. **Declarations of Interests:** None
3. **Public Session** - None raised.
4. **Approval of the minutes from the meeting held on the 6th February 2025.** Amendment under section 9 - Burial Grounds - addition of NEW before the sentence beginning 'The verge..'. It was then **RESOLVED** to accept the minutes as a true representation of the meeting. The minutes were signed by the chairman.
5. **Matters arising from the meeting held on the 6th February 2025.**
 - a) **Local Plan** - Nothing was raised.
 - b) **Notice Board** - It was **RESOLVED** by the parish council to accept the quote from Green Barnes. Clerk to action.
6. **Finance:**
 - a) **Payments for approval:** S Hatwell pay for March, Kallkwik - renewal of domain name £28.80, OALC membership £216.00, Kallkik - Back up service for website £72.00. All payments include VAT.
 - b) **Payments already paid** - T Goss - Internal Audit £100.00.
 - c) **Internal Audit Report** - The clerk read out the findings and will reply to the IA and will action her advices.
 - d) **Date of pay for clerk** - It was **RESOLVED** to pay the clerk on the same day every month (6th) starting from next month (April).
 - e) **External Audit - Certificate of Exemption** - It was **RESOLVED** by the parish council to apply for the certificate. Clerk to action.
7. **Burial Grounds - Old:-** a) **New Path:** Cllr Hudson had obtained two quotes. After discussions, it was **RESOLVED** by the parish council to accept the quote from Marlake. b) **Grave adornments:** It has been reported that some owners of graves are unsure of the regulations regarding what can be put on graves. After much discussion, it was **RESOLVED** to have the regulations displayed on a sign that will be placed in the New Burial Ground. Clerk to action. c) A meeting took place with the Oxfordshire County Council Highways team, and they are looking at getting the verge fixed, but it will not be until 2026/7/8. As an interim fix, they suggest putting wood chippings down.
NEW: Sandbags - As of tonight's meeting, the sandbags had still not been delivered. The clerk to chase for the fourth time.
8. **Planning:** a) 25/00249/DISC - Village Farm, The Broadway - No objections were made. b) **Trees outside the school** - Some of the lower overhanging branches had been removed. It was **RESOLVED** by the parish council to get a quote for the upper branches to be reduced to the crown of the tree.
9. **Parking of verges** - It was reported that vehicles are being parked on the grass verges, which is making them very unsightly.
10. **Otmoor Firing Range** - Cllr Thompson had received an email from Col. Craig stating that a member of the public had entered the firing range during a practice shoot even though all the signs were raised; his action could have resulted in injury or possible death. When the flags and flashing lights are on, please **do not enter** the firing zone. The firing dates can be found on South East Training Estate firing times - GOV.UK

Minutes of the meeting held on 20/03/25 continued...

11. **Environment/climate change** - It was reported that the ditch at the bottom of New Pond Lane is still full of water. The owners need to clear it of debris, especially if the parish council is planning on installing a hardstanding for the bus stop. Cllr Walters will find out who owns the land.

12. **Items for further discussion:**

- a) New financial regs.
- b) standing orders.

There being no further business the meeting closed at 9.30pm. The next meeting will be held on the 24th April 2025 at 7.30 pm in the Percy Collett room of the Community Hall.



date:

24th - APRIL 2025

Chairman - B Walker.