

Shutford Parish Council Meeting
Wednesday 13th May 2020 at 7.30pm by video conference.

The meeting commenced at 7.30pm

Present: Cllrs: Helen Nixseaman (Chair), Sandy Forrester, Chris Hall, Debbie Pitt, Carolyn Rann, George Reynolds, Ashley Taylor and David Best, Clerk and Responsible Financial Officer. No members of the public attended the video conference.

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| 20/001 | Apologies for Absence: None. |
| 20/002 | Co-option of Chris Hall Councillors voted to co-opt Chris Hall as a Councillors to replace Tom Parrish (unanimous). |
| 20/003 | Declarations of Interest: None. |
| 20/004 | Minutes of the last meeting: It was RESOLVED that the minutes of the meeting held on 11 th March 2020 were a correct record (unanimous) and signed by the Chairman. |
| 20/005 | Matters arising from the minutes: The actions list was reviewed, and all actions had been completed except contacting CDC for an update on 944 restorations and circulating examples of emergency plans. |
| 20/006 | Parish Matters: |
| 20/006/1 | Verge Mowing – some complaints had been received about cutting the wildflowers with the verge mowing. It was agreed that a new map will be drawn which will indicate where there are wildflowers which should not be cut and a meeting would be held with the verge mower to go through the new map. |
| 20/006/2 | Allotments – The allotments are looking fantastic and the Parish Council wishes to thank the all allotment holders for their hard work. The Parish Council has paid for a second water butt. The only vacant allotments are on the hill and there is no waiting list currently. |
| 20/006/3 | Dairyground and Tesco grant – The play equipment will be opened as soon as possible when government restrictions have been lifted. The Tesco grant money, that was applied for over a year ago, has just been received. A condition of the grant is that it can only be used for the purpose for which it was applied for i.e. a community project. The nature sign will be funded from it. Any further expenditure will be discussed in future meetings. |
| 20/006/4 | Coronavirus – It was agreed that residents would be asked if there is any further support that that the Parish Council could provide. |
| 20/006/5 | Defibrillator – The pads are currently OK. The battery warranty expires in August but there is a battery level indicator that is inspected regularly. It was agreed that the battery will be replaced when the weather gets colder in autumn unless the indicator suggests earlier replacement. |

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| 20/006/6 | <p>Broadband – Cllr Ashley Taylor gave a detailed summary of options available for residents to increase their broadband speeds. Currently there is fibre to the cabinet but copper wire from the cabinet to the houses rather than fibre which enables higher upload and download speeds. It was agreed that a summary would be published in the Shutford News. The Parish Council would liaise with Better Broadband Oxfordshire if there is sufficient demand for fibre to the premise.</p> |
| <p>20/007 20/007/1</p> <p>20/007/2</p> <p>20/007/3</p> <p>20/007/4</p> | <p>Finance: Process for Year End Audit – The internal audit has been completed. The Annual Return - Annual Governance Statement, and Accounting Statement need to be agreed (ideally at this meeting). The accounts need to be agreed. The Annual return is then signed by the Chairman and the Clerk and sent to the External Auditors. A Notice of Public Rights must be published on the website and on the noticeboards between 3rd June and 14th July giving members of the public an opportunity to inspect the accounts and the annual return.</p> <p>Annual Governance Statement – The Annual Governance Statement, which had been circulated prior to the meeting was agreed (unanimous).</p> <p>Accounts - The Accounts, which had been circulated prior to the meeting were agreed (unanimous).</p> <p>Accounting Statements - The Accounting Statements, which had been circulated prior to the meeting were agreed (unanimous).</p> |
| <p>20/008 20/008/1</p> | <p>Correspondence: Footpath near The Dairyground and verge mowing – Correspondence has been received on this. The footpath near the Dairyground is overgrown. It has been cleared several times in the past but it has become overgrown each time. It has been reported to Oxfordshire County Council, who are responsible for the ground along paths, in the hope that they will clear the path but they are not responsible for clearing overhanging branches. This will be reviewed later in the year as hedges should not be cut until August due to nesting birds.</p> |
| <p>20/009 20/009/1 20/009/2</p> | <p>Planning: 19/02841/F – Beggars Barn, OX15 6JD – Permitted 9/04/2020 20/00602/F & 20/00603 – Monastery Farm – Parish Council advised CDC that they support.</p> |
| 20/010 | <p>Any Other Business: None</p> |

The next Parish Council Meeting will be held on Wednesday 8th July 2020 at 7.30pm in the Village Hall or by video conference if public meetings are still restricted due to Covid-19.

There being no other business, the meeting closed at 9.08pm

Signed by Chairman.....

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