

Shutford Parish Council Meeting

Wednesday 11th May 2022 at 7.30pm in the Village Hall

The meeting commenced at 7.30pm

Present: Cllrs: Helen Nixseaman (Chair), Ashley Taylor, George Reynolds, Stephen Barnes, Paul Huewen and David Best, Clerk and Responsible Financial Officer. One member of the public attended the meeting.

22/019	Apologies for Absence: Cllr, Chris Hall
22/020	Election of Chairman and Vice Chairman – Following the uncontested election on 5 th May, Cllr Helen Nixseaman was re-elected as Chairman proposed by Cllr George Reynolds and seconded by Cllr Ashley Taylor. Cllr Stephen Barnes was elected Vice Chairman proposed by Cllr Helen Nixseaman and seconded by Cllr George Reynolds. All Councillors signed a Declaration of Acceptance of Office and will complete a Register of Members' Interests and a Declaration of Election Expenses.
22/021	Declarations of Interest: None
22/022	Minutes of the last meeting: It was RESOLVED that the minutes of the meeting held on 9 th March 2022 were a correct record (unanimous) and signed by the Chairman.
22/023	Matters arising from the minutes: The action list had not been circulated and was not reviewed.
22/024 22/024/1 22/024/2 22/024/3 22/024/4 22/024/5	Parish Matters: Agree advertising for Parish Councillor vacancy – Following the elections there is one councillor vacancy which can be filled by co-option. It was agreed that the clerk would circulate an advert for publication in the Shutford News and the village newsletter. Plants and bench at the duck pond – Parishioners have suggested that the pond environment could be improved with the addition of plants and a bench. This was agreed in principle subject to agreement from residents neighbouring the pond. It was agreed that the Parish Council would pay for the bench which would mark the Queen's Platinum Jubilee. Phone Box – it was agreed that the phone box would be used a book exchange for a trial period. Ways to keep it drier inside will be investigated. Electric Charge Points – Oxfordshire County Council had surveyed Parish Councils on the demand for electric charging points in villages, but it was agreed that there is no suitable parking area in the village owned by the Parish Council. Allotments – There is currently one vacancy. Cllr Paul Huewen has contacted the person at the top of the waiting list but not yet received a response back. Cllr Paul Huewen will try to contact the resident again. It is believed that someone who has recently moved into a house in Ivy Lane may be interested. Repairs to the water harvesting shed are outstanding.
22/025 22/025/1 22/025/2 22/025/3	Finance: Year End Accounts - The bank statements for April with the year-end balance had only been received by the clerk on the day of the meeting so the accounts had not been completed and could not be agreed. But will be circulated within a week and given to the internal auditor. Annual Governance and Accountability Return – Where the higher of gross income or gross expenditure is less than £25,000 a local council may certify themselves as exempt from external audit. It was RESOLVED unanimously to certify exemption from external audit. Bank Mandate Changes – It was agreed that Cllr Stephen Barnes would be added as a signatory to the Bank Mandate and the clerk would be given online access to view and print bank statements.
22/026 22/026/1	Correspondence: The Old Manor House – A resident had contacted the council expressing concern that land at the Old Manor House might be sold for development. It was agreed that Cllr George Reynolds would discuss this with the resident who sent the letter.
22/027 22/027/1 22/027/2 22/027/3	Planning – 21/02175/LB – Bailiffes Cottage – CDC granted permission 22/01057/LB – Oak Tree Barn – Replace windows and doors – Parish Council no objections 22/01276/F – 4 Barton Cottages – Removal of condition 2 – Parish Council to agree response

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22/027/4 22/027/5 22/027/6	22/01280/F – Barton Hill House – Removal of condition 9 – Parish Council to agree response Development of 49 houses in Shenington – Parish council will oppose this on the basis that it will increase traffic through Shutford and make it more difficult to visit the Doctors Surgery Slatters Barn – It has been noticed that some shepherd huts have been parked there and it was agreed that the clerk would check with Cherwell District Council whether a planning application is required.
22/028 22/028/1	Any Other Business: Sign at top of Malthouse Lane – It was agreed that the clerk would report to OCC Highways that the sign at the top of Malthouse Lane advising unsuitable for lorries has been damaged/ removed.

The next Parish Council Meeting will be held on Wednesday 13th July 2022 at 7.30pm in the Village Hall

There being no other business, the meeting closed at 9.04pm

Signed by Chairman.....

Date.....