



WATERPERRY with THOMLEY PARISH COUNCIL

2nd May 2024

Minutes of Waterperry with Thomley Parish Council meeting held in the classroom
at Waterperry Gardens on Thursday 2nd May 2024 at 7:00pm

Contact: Lawrence Wootten (Clerk/RFO)

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MINUTES

Present: Sue Parker (Chairman), Lawrence Wootten (Clerk/RFO), Daryl Atkinson,
Caroline Monteith, Dawn Leopard-Conn

Actions

- 1) Sue Parker was elected Chairman.
- 2) Apologies received from Simon Melton.
- 3) There were no declarations of interest, gifts or hospitality.
- 4) No items raised.
- 5) Report from Tim Bearder (District and County Councillor) had been received and circulated by email.
- 6) a. Minutes of the previous meeting on 29th February 2024 approved and signed by the Chairman and will be added by the clerk to the website and posted on the village noticeboard. **LW**
b. Lawrence reported that the first half of the Annual Precept (£3,575.00) had been received from SODC.
- 7) a. Finance report and reconciled bank statements were presented, discussed, and agreed as accurate.
On 30th April 2024 the balances of the bank accounts were as follows:
Unity Trust Current Account - £4603.11
Unity Trust Instant Saver Account (Allocated Reserves) - £6557.72
Barclays Village News Account - £137.65
b. The end-of-year accounts and bank reconciliations for the 2023-2024 tax year were considered and approved.
The bank balances at the end of the 2023-2024 financial year (31st March 2024) were as follows:
Unity Trust Current Account - £1102.50
Unity Trust Instant Access Account (Allocated Reserves) - £6557.72
Barclays Village News Account - £702.85
c. The Accounting Statements (AGAR Section 2) for the 2023-2024 tax year were approved and signed by the Chairman and Responsible Financial Officer. Lawrence to forward this to the Internal Auditor. **LW**
d. The updated Asset Register was approved and signed. Lawrence to forward this to the Internal Auditor and publish on the website. **LW**
e. An updated document listing the Parish Council's Allocated Financial Reserves was approved and will be added to the Parish Council's website. **LW**
f. The following invoices for payment were approved – Lawrence to set up the payments on the Unity Trust online account – Daryl and Sue to authorise: **LW**

Gary Neal Interiors Ltd – Repair to defibrillator electrical supply - £48.00 **LW/SP/**
MiJan Ltd – Easy PC Accounts Software Annual Subscription - £60.00 **DA**
Richard Taylor Landscapes – Recreation Ground Mowing - £163.20

- g. It was agreed that the Annual Parish Council meeting would be held at 7.30pm on Thursday 16th May 2024 in the classroom at Waterperry Gardens (Sue to book the classroom). **SP/LW**
 Sue had arranged for PC Lee Turnham to give a presentation about Thames Valley Police Community Speedwatch, and had invited Parish Councillors from Holton, Shabbington and Worminghall to attend.
 It was agreed to put Community Speedwatch, protection of village verges, and reporting of road potholes on the agenda for discussion at the Annual Parish Meeting.
 It was agreed that a budget of £200 would be set to provide a light buffet and drinks for all those attending. The Council agreed to authorise Lawrence to proceed with obtaining food from Waterperry Gardens Cafe, and to purchase drinks/cups/plates etc from Asda, Wheatley
- 8) ***Reference P24/S1330/T28, for development work at the following location: OS/ Roann Waterperry***
The application for: Notification of intention to Install Fixed Line Broadband Apparatus.
 It was agreed that no comment was required.
- Reference P24/S1326/AG, for development work at the following location: Rectory Farm Waterperry***
 It was agreed that no comment was required.
- Reference P24/S0858/LB, for development work at the following location: The Old Rectory Waterperry***
 It was agreed that although the Parish Council had no objections to the application, the sustainability of the wood used for the replacement double glazing should be a condition of planning approval. Sue to respond to SODC Planning Department. **SP**
- 9) a. This item is ongoing.
- b. It was agreed to appoint the Play Inspection Company for the 2025 Annual Safety Inspection of the Recreation Ground. Lawrence to confirm with the Play Inspection Company. **LW**
- c. It was agreed to discuss the protection of the village verges at the Annual Parish Meeting and for the Parish Council to be guided by the views expressed by parishioners at that meeting.
- d. Sue was still waiting for quotes for repainting the defibrillator telephone box.
 New batteries and pads were required for the defibrillator, which would be replaced as part of the Parish Council's ongoing maintenance/support contract with the Community Heartbeat Trust – Sue to contact Community Heartbeat Trust. **SP**
 It was agreed to purchase a power guard to protect the electrical supply to the defibrillator cabinet. Sue agreed to find a suitable supplier. It was agreed that once obtained, the power guard would be fitted by Gary Neal Interiors. **SP**
- e. It looked likely that a fee of £145.50 would be payable to SODC for the planning application for the new Parish Council noticeboard. Sue was still waiting for clear guidance from SODC regarding information required by SODC for the planning application. **SP**
- 10) The response to the Parish Council's letter to the organisation concerned had been circulated to councillors, and a suitable reply was discussed. Lawrence agreed to draft a reply for approval by councillors. **LW**
- 11) a. It was agreed that Dawn would attend the OALC's online Councillor Fundamentals course on 11th June at a cost of £72.00 **DLC**
 b. Sue and Dawn reported on their attendance at the Oxfordshire County Council Day on 20th March
 c. No new training courses attended.
- 12) No correspondence received.
- 13) No further items raised for information or next agenda.
- 14) Date of next meeting – to be confirmed, but likely to be mid-June (tbc).

Meeting closed at 9.15pm

Sue Parker
 Chairman

Lawrence Wootten
 Clerk/RFO