



WATERPERRY with THOMLEY PARISH COUNCIL

9th January 2025

Minutes of Waterperry with Thomley Parish Council meeting held in the classroom
at Waterperry Gardens on Thursday 9th January 2025 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

Actions

- 1) Apologies received from Simon Melton.
- 2) There were no declarations of interest, gifts or hospitality.
- 3) No items raised.
- 4) An email from Tim Bearder (District and County Councillor) had been forwarded to councillors.
- 5) a. Minutes of the previous meeting on 2nd October 2024 approved and signed by the Chairman and will be added by the clerk to the website and posted on the village noticeboard.
b. Lawrence reported that he had received clarification of the pricing structure for the .gov.uk domain and associated email addresses from Hugo Fox and had forwarded the confirmatory email to councillors.
- 6) a. Lawrence gave a report on progress against the budget and expected expenditure up to the end of the financial year (circulated to councillors ahead of the meeting). Total expected expenditure (excluding VAT) from the Unity Trust Current Account (i.e. excluding payments from the village news account) would be £7136, against a budget of £7150. This figure excludes the extraordinary payment of £1500 made to Waterstock Parish Meeting's legal fund (under LGA S137) from the council's Allocated Reserves.

LW

The Finance Report and reconciled bank statements were presented, discussed, and agreed as accurate.

On 31st December 2024 the balances of the bank accounts were as follows:

Unity Trust Current Account - £3892.04

Unity Trust Instant Saver Account (Allocated Reserves) - £5183.95

Barclays Village News Account - £553.65 (paper statement issued on 16th December, no online available)

- b. The following invoices for payment were approved – Lawrence to set up the payments on the Unity Trust online account – Daryl and Sue to authorise:

Gallagher Insurance Brokers (Parish Council annual insurance premium – see item 6g below)	£ 431.37	LW/SP
OALC - Recreation Ground Inspection Course (see item 9a below)	£ 180.00	DA
Richard Taylor Landscapes (mowing – invoice 2960)	£ 244.80	
Richard Taylor Landscapes (mowing – invoice 2971)	£ 325.20	

- c. It was agreed that the new domain name for the Parish Council website should be www.waterperrywiththomley-pc.gov.uk, with email accounts using the same address. Lawrence would contact Hugo Fox to make the request to set up a .gov.uk domain. The existing domain name (www.waterperry.org) would continue to be used until the subscription ends in September 2025, and similarly for the two associated email addresses for the Clerk and Chairman.

LW

- d. The Parish Council's budget (excluding the village magazine printing costs and advertising income) for 2025/2026 was approved at a total of £7650 (compared with £7150 in 2024/2025 to allow for an increase in expenditure on Parish Projects from £700 to £1200. Lawrence would post the agreed budget on the website.

LW

- e. It was agreed that the Parish Precept for 2025/2026 would be £7650.

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| f. | Lawrence signed the Parish Precept Form in front of the meeting, and would forward it to SODC Parish Precept Department as soon as possible to ensure it arrives ahead of their deadline of 15 th January. | LW |
| g. | The Council's insurance renewal premium and policy documents from Gallagher Insurance were reviewed and approved as appropriate for the Council's needs and obligations. Lawrence to confirm Council's acceptance of the renewal (at a cost of £431.37) with Gallagher, and set-up online payment for authorisation by Sue and Daryl. | LW/SP/
DA |
| h. | Lawrence explained that the existing clerk's laptop, which was purchased in 2017, had become too slow to function properly – particularly when backing up files onto Microsoft OneDrive. He suggested that a new laptop be purchased with an upper price limit of £450, which was agreed, and Lawrence was given authorisation to use the Unity Multipay Card to make the purchase. | LW |
| 7) | P24/S3936/LB <i>Single storey timber orangery to rear (Resubmission of approved applications P18/S1651/LB and P18/S1650/HH). The Old Rectory Waterperry OX33 1LB</i>
It was agreed that the application had no effect on visual amenity, and no adverse effect on neighbouring properties, so the decision could be left with the SODC Conservation Officer. Sue to respond to SODC. | SP |
| 8) | a. This item is ongoing. | SP |
| | b. It was agreed that the annual safety inspection of the recreation ground would be carried out by the Play Inspection Company in March at a cost of £113.94 including VAT. Lawrence to confirm acceptance with the company and liaise as necessary when access to the recreation ground is required. | LW |
| | c. Sue was in contact with Jonathan Beale at OCC Highways Dept about the possible use of kerb stones to protect the village verges (especially at Green Ground) and is still waiting for a response from him on the matter. She has been trying to get a response from OCC Highways regarding the drainage issues on the road near the Waterperry Gardens exit. | SP |
| | d. Sue has been in touch with John Roberts (Team Leader – SODC Planning Registrations) and understands that the planning permission for the new Parish Council noticeboard is underway.
The possibility of re-purposing the existing noticeboard as a wildlife information board was raised. | SP |
| | e. No further update available. | |
| | f. It was agreed that the Parish Council would appoint Steve Blane to repaint and refurbish the defibrillator phone box since no other quote had been forthcoming. His quote of £500 was accepted. Dawn agreed to email Steve on behalf of the Parish Council accepting his quote and instructing him to proceed. | DL |
| 9) | a. Lawrence suggested he attend OALC's Routine Inspection of Play Areas Course, since Royston (who had previously attended the course) was no longer a councillor and had left the village. The course will be held in Benson on 2 nd April and costs £180 including VAT. This was agreed by the council. Lawrence agreed to make the booking with OALC and arrange payment (see item 6b above). | LW |
| | b. Lawrence reported that he had recently completed the SLCC Principles of Internal Auditing Local Councils Course using an educational grant from the army (so no cost to the Parish Council). | |
| 10) | No correspondence received. | |
| 11) | No items for next agenda. | |
| 12) | Date of next meeting - Thursday 20 th February 7pm. | |

Meeting closed 8.40pm

Sue Parker (Chairman)

Lawrence Wootten (Clerk/RFO)