



WATERPERRY with THOMLEY PARISH COUNCIL

Thursday 28th May 2025

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Minutes of Waterperry with Thomley Parish Council meeting held in the classroom at Waterperry Gardens on Thursday 28th May 2025 at 7:00pm

Present: Cllr. Parker; Cllr Atkinson; Cllr Monteith; Cllr Leopard; Cllr Marshall

In Attendance: Lawrence Wootten (Clerk/Responsible Financial Officer)

Members of the public: None

1.25 TO ELECT THE CHAIR AND SIGN THE DECLARATION OF ACCEPTANCE OF OFFICE.

Cllr Parker was nominated by Cllr. Atkinson, seconded by Cllr. Monteith and elected unopposed.

2.25 TO CONSIDER NOMINATIONS FOR CO-OPTION AND ELECT ADDITIONAL MEMBERS AND SIGN DECLARATION OF ACCEPTANCE OF OFFICE

Richard Marshall was proposed for the casual vacancy by Cllr Parker, seconded by Cllr Atkinson and elected unopposed.

3.25 TO RECEIVE APOLOGIES FOR ABSENCE

None received.

4.25 TO RECEIVE DECLARATIONS OF PERSONAL OR PREJUDICIAL INTERESTS

None.

5.25 PUBLIC PARTICIPATION SESSION – No member of the public present

6.25 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Reports from Cllr Bearder circulated to Councillors ahead of the meeting.

7.25 TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 17th APRIL 2025

The minutes of the meeting held on Thursday 17th April 2025 were approved and will be added to the website.

ACTION FOR CLERK – add the minutes to the website.

8.25 FINANCE AND ADMINISTRATION

a. The Finance Report and reconciled bank statements were presented, discussed, and agreed as accurate. On 30th April 2025 the balances of the Council's bank accounts were as follows:

Unity Trust Current Account - £2629.45

Unity Trust Instant Saver Account (Allocated Reserves) - £776.59

Barclays Village News Account – £ 627.65

Unity/Lloyds Corporate Multipay Card – statements for this card show all purchases made and the monthly fee, but since the balance is paid automatically by Direct Debit, there is no outstanding credit/debit to record here.

- b. The following invoices for payment were approved – Clerk/RFO to set up the payments on the Unity Trust online account – Cllrs Parker and Monteith to authorise:

Steve Blane – Defibrillator Phone Box refurbishment - £ 500.00
Richard Taylor Landscapes – mowing in April – Invoice 302 - £ 259.20
Clerk's salary (May) - £ 147.09
MiJan – Annual Subscription to EasyPCAccounts Software £ 60.00
HMRC – PAYE on Clerk's Salary - £ 73.20

ACTION FOR CLERK – set up payments for authorisation

ACTION FOR COUNCILLORS PARKER AND MONTEITH – authorise payments

The following payments made since the last bank reconciliation (April meeting) were noted and approved:

Go Cardless (Hugo Fox website monthly subscription) - £ 11.99
Go Cardless (Hugo Fox email monthly subscription) - £ 11.99
Lloyds Bank (Corporate Multipay Card Monthly Fee) - £ 3.00

9.25 PLANNING – No applications or decisions received.

10.25 PARISH PROJECTS

- a. No further progress to report
- b. No further progress to report – Council waiting for OCC Highways Officer update.
- c. Steve Blane had completed the refurbishment of the defibrillator phone box. Council noted that Royal Mail had repainted the post box within days of the phone box being completed after Councillors Parker and Leopard contacted them.
Council approved Cllr Parker to instruct Gary O'Neil to fit the cable cover for the defibrillator in the phone box.

ACTION FOR COUNCILLOR PARKER – contact O'Neil Interiors to arrange for the cable cover to be fitted.

- d. Council had received permission from District Council Planning Dept to proceed with the installation of the new Parish Council Notice Board, since Planning Permission was not required and the noticeboard is a like-for-like replacement in the same location.
Cllr Atkinson agreed to talk to the owner of the property that the noticeboard is situated in front of and inform them of the planned replacement of the noticeboard.

ACTION FOR COUNCILLOR ATKINSON – contact owner of property to inform them of noticeboard replacement.

The repurposing of the existing Parish Council noticeboard in the recreation ground was briefly discussed, but the siting of it in a play area was felt to be problematic. Other possible locations were discussed, and it was agreed that the churchyard might be the best solution. It was agreed that the Parochial Church Council would be approached with the proposal.

ACTION FOR COUNCILLOR PARKER – contact the Parochial Church Council with the proposal.

- e. Cllr Monteith reported that four children had submitted ideas for improving biodiversity in the village, including dormouse nest boxes and wildlife ponds. Cllr Monteith would liaise with the Clerk to purchase the prizes once the children had indicated their preference (roosting pouches or bug hotels).

ACTION FOR COUNCILLOR MONTEITH & CLERK – arrange to purchase prizes for the children's competition.

- f. The possibility of an autumn village event, perhaps a Harvest Supper was discussed, possibly in Waterperry House. Cllr Marshall agreed to investigate the possibility and report back to Council.

ACTION FOR COUNCILLOR MARSALL – investigate the possibility of an autumn village event at Waterperry House.

11.25 COUNCILLOR AND CLERK TRAINING – Nothing to report.

12.25 CORRESPONDENCE

The Clerk reported that he had received notification from Oxfordshire County Council Highways Dept of a road closure on the Wheatley/Worminghall Road owing to road resurfacing work. It was hoped that disruption would be minimal, but information had been distributed to the community via village social media channels and via the website.

13.25 ITEMS FOR INFORMATION OR NEXT AGENDA – No items raised, but the Clerk reminded Council that a meeting in June would be necessary to approve, complete and submit the Annual Governance and Accountability Return for the 2024/25 tax year ahead of the 30th June deadline.

14.25 DATE OF NEXT MEETING – It was agreed that the next meeting would be held on Thursday 26th June 2025.

Meeting closed at 8.55pm

Signed
Councillor Sue Parker (Chairman)

Date 26th June 2025