

OVING PARISH COUNCIL

Minutes of meeting held on Thursday, 27th June 2019 in Oving Jubilee Hall.

Present: Chairman Cllr. R. Hague, Cllr. S. Schuyleman, Cllr. L Smith, Cllr. D. Marston, Miss R Palmer (Clerk) and one member of the public.

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| 1 | Apologies for absence. | Action |
| | The meeting started at 6.50pm. Apologies were received from Cllr. S. Quigley and Cllr. M. Wright. All apologies were accepted. | |
| 2 | Declarations of Interest under the Code of Conduct. | |
| | There were none. | |
| 3 | Issues raised by members of the public for discussion with Council Members (up to 15 minutes). | |
| | A member of the public expressed concern regarding the worsening state of footpaths in the area. The Parish Council agreed to investigate further. | Clerk |
| 4 | Report from District Councillor and County Councillor (if required). | |
| | There were no reports. | |
| 5 | Urgent items for reporting and including on a future agenda. | |
| | Cllr. Smith raised concern about the length of grass of the verges in the Parish, in particular the verges in Colworth, stating that the grass is now so long that it is a danger to walkers as it now reduces visibility for drivers. The Clerk was asked to investigate when the verges would be cut. Cllr. Smith asked for the financial quarterly report from Jubilee Hall to be reinstated. | Clerk MW |
| 6 | To review the minutes (available at www.ovingcommunity.org.uk) of the Annual Parish Council meeting held on 16th May 2019. | |
| | The minutes of the Annual Parish Council meeting held on 16 th May 2019 were reviewed. These minutes will be signed at the Annual Parish Council meeting to be held in May 2020. | |
| 7 | Approval of minutes (available at www.ovingcommunity.org.uk) and review of actions: | |
| | <ul style="list-style-type: none"> a) Extraordinary Parish Council meeting held on 2nd May 2019 The minutes of the Extraordinary Parish Council meeting held on 2nd May 2019 were unanimously approved as a true copy and signed by the Chairman. All actions were reviewed and agreed. b) Extraordinary Parish Council meeting held on 29th May 2019. The minutes of the Extraordinary Parish Council meeting held on 2nd May 2019 were unanimously approved as a true copy and signed by the Chairman. All actions were reviewed and agreed. | |
| 8 | To select two new notice boards for Highfield Lane and Shopwyke Lakes and agree funding. | |
| | Proposed by Cllr. Schuyleman and seconded by Cllr. Smith it was unanimously agreed to defer the choice of noticeboards to the July meeting. | |
| 9 | To select projects for funding through the 2019 NHB grant. | |
| | Proposed by Cllr. Schuyleman and seconded by Cllr. Marston it was unanimously agreed to submit applications for NHB grants for three projects. 1. to re-instate the posts and fencing at the entrance to Tangmere Airfield from Church Lane. 2. to supply and erect one noticeboard to replace the existing one in Highfield Lane which is damaged beyond economic repair and to supply and erect one new noticeboard at Shopwhyke Lakes. 3. to help fund the toilets at St Andrews Church. The Clerk was asked to complete and send the applications to CDC by the deadline of 29 th July 2019. | Clerk |
| 10 | To note the recent damage caused to the defibrillator located at Jubilee Hall and agree a plan for its repair to include funding from OPC. | |
| | Proposed by Cllr. Smith and seconded by Cllr. Schuyleman it was unanimously agreed that the Parish Council should take ownership and responsibility of the defibrillator and its housing including any costs to reinstate it to its former condition and location. Cllr. Marston agreed to arrange for the defibrillator to be serviced and reinstated in the housing outside Jubilee Hall. The Clerk was asked to add it to the asset | DM Clerk |

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| | register. | |
| 11 | To discuss the LOLA Treasurers account and decide whether to continue to maintain it. | |
| | Proposed by Cllr. Marston and seconded by Cllr. Smith it was unanimously agreed to close the LOLA Treasurers account and to donate the funds of £66.89 to Oving Youth Club (OYC). The Clerk was asked to arrange payment to OYC. | Clerk |
| 12 | To receive a report regarding the work carried out by the Community Wardens. | |
| | Cllr. Smith read a report of work carried out by the Community Wardens. The report is available on Oving Parish Council's website in agendas/minutes. | |
| 13 | Reports and recommendations from working parties and other organisations: | |
| | <p>a) Website Working Group – Cllr. M. Wright. Due to a restriction of time, it was unanimously agreed to defer this agenda item to the next meeting to be held on Thursday, 18th July 2019.</p> <p>b) Parish Plan action Bus stops – Cllr. R Hague. Cllr. Hague advised that WSCC have rejected the request to move the High Street East bound bus stop to Jubilee Hall, mainly due to concerns about traffic sight lines. Cllr. Hague advised that he look at options to challenge and report back the Parish Council.</p> <p>c) Parish Plan action Traffic Calming and to agree funding for Parish gates and signage – Cllr. S Schuyleman and Mr P. Kopecek. The Clerk was asked to arrange a site meeting between Cllr. Schuyleman, Mr P. Kopecek, Mr. M. Dare of CDC and Mr T. Harding of Balfour Beatty to agree locations for the proposed Parish gates.</p> | RH Clerk |
| 14 | Noting of correspondence received since 6th April 2019. | |
| | The correspondence received since 6 th April 2019 was reviewed and noted. | |
| 15 | Finance: | |
| | <p>a) To receive the Internal Audit carried out by Andy Beams of Mulberry & Co on 14th May 2019. The Internal Audit, which has previously been sent to Councillors, was received and noted.</p> <p>b) To receive and approve the end of year accounts for dispatch to the External Auditors, Moore Stephens by 28th June 2019. The Clerk presented the end of year accounts with supporting documents which were signed by the Chairman and Clerk/RFO as accurate. The Clerk was asked to submit the documents to the External Auditor.</p> <p>c) To note the bank balances at 31st May 2019. The bank balances were considered and approved.</p> <p>d) To approve the schedule of payments totalling £3213.79. The schedule of payments totalling £3213.79 were considered and approved.</p> | |
| 15 | Next Meetings: | |
| | The next OPC Full Council meeting will be held on Thursday 18th July 2019 starting at 6.45pm. Planning Committee meeting will be held on Thursday 25th July 2019 starting at 6.45pm. | |

The meeting closed at 8.40pm.

Signed:
Chairman

Date: