



Swyncombe Parish Council

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Minutes of the Meeting of the Swyncombe Parish Council Held on Wednesday 8th December 2021 at 7pm -Zoom Meeting

Present:

Councillors:

Liz Longley (EL) - Chair
Peter Green (PG) – Vice-Chair
Peter Willis Fleming (PWF)
Sam Fielden (SF)
Tracey Taverner (TT)

Officer:

Kristina Tynan (KT)

County Councillor:

Freddie Van Mierlo (FvM)

Members of the Public:

4

65/21 Apologies for absence
There were none.

66/21 Chairman's Remarks

Meeting with our County Councillor - EL suggested that a meeting be held early in the new year with FvM to discuss OCC issues only. Residents will also be invited as some have some specific questions.

[**Post Minute Note:** 7pm Wednesday 2nd February at 7pm in the VHRW].

The Queen's Platinum Jubilee – EL reported that Hilary Cox, Adrian de Segundo and Tracey Taverner are co-ordinating this event. On the Thursday there will be a lighting of the beacon and planting of trees. There will be a big lunch on the Sunday. Pishill with Stonor are also keen to take part. There will also be a church service with bell ringing. PwF is getting details from the RBL. Entertainment has been booked for the Big Lunch which will be held on the Village Green. TT said that AdS is looking into parking for the event. TT will co-ordinate meetings and there will be volunteers from each area. The Cricket Area has also been mooted as a venue for the Big Lunch. A question has been asked if there will be any money available.

67/21 To receive Declarations of Interest
There were none notified

68/21 Minutes of the Swyncombe Parish Council Meeting held on 6/9/2021 to be signed as a correct record
Resolved: That with the one agreed change above the minutes from the above meetings are a correct record of this meeting and that they be signed by the Chairman.

69/21 Matters arising from the Minutes/Previous Actions
There were none other than agenda items.

70/21 To receive reports from:
1. **District Councillor** – No report had been received.

2. County Councillor – Freddie Van Mierlo

EL congratulated FvM on his upcoming nuptials.

Path on Cookley Hill – EL stated that this path is due to be moved but nothing seems to be happening and asked that FvM follow this up.

Help for Afghanistan Refugees – FvM said that there is an officer at OCC dealing with this and can put SPC in contact with her. OCC are offering them packages and they are being put in various areas in Oxfordshire. There is also an Amazon wish list for people wishing to donate and FvM will send the Clerk this information.

Residents Questions – There have been a number of questions on the Housing situation in Oxfordshire, Chalgrove Airfield etc but these will be covered when we have the special meeting. FvM stated that he is 100% opposed to the Chalgrove Airfield Development and he hopes to bring a motion to Cabinet on this soon.

20 is Plenty – This is a countywide scheme and Councils need to sign up to this if they wish to have it in their parish.

Oxfordshire 2050 Plan – This is on-going. FvM sent his comments to all his parishes. He said that he had received Swyncombe's comments. He noted that this was not a particularly accessible consultation. The results on this will be released shortly.

OCC Budget Consultation – This closes on the 5/1/2022.

3. **Thames Valley Police** – There has been no report.

4. **Cricket Club** – Peter Green reported that Peter Regent is looking at a plan to use some grant money on the pavilion and cricket pitch over the next 12 months.

71/21 Financial Matters: To receive the Balance of Accounts and Budget Update and to approve the list of Payments

1. **To receive the Balance of Accounts and Budget Update for 2021/2022** – Shown at the end of these minutes.

2. **To approve the list of Payments**

Resolved: That the following payments be settled.

			Cheque No	Incl VAT	VAT	Excl VAT
08/10/21	Petty Cash	Grass Cutting	692	120.00		120.00
12/10/21	Ollie Brake	SID Moving	691	65.00		65.00
13/10/21	NEST	Pension Contribution	DD	53.23		53.23
18/10/21	K Tynan	6 months' salary	695	584.00		584.00
18/10/21	HMRC	6 months tax and NI	696	145.80		145.80
19/10/21	Nick Payne	Tree Work	697	1100.00		1100.00
11//11/2021	Moore	External Audit	699	240.00	40	200.00
11//11/2021	Jonathan's Fireworks	Bonfire Party Fireworks	694	1800.00	300	1500.00
11//11/2021	HMRC	Tax and NI	696	145.80		145.80
08/11/21	Ollie Brake	SID Moving	700	40.00		40.00
				4293.83	340.00	3953.83

3. Budget and Precept 2022/2023 –

Resolved:

1. That we do not increase the precept which would give a precept of £6,393.20 for 2022/2023 (£6,204 for 1021/22).

The increase is due to a slight increase in the tax base from 141.2 to 145.5. The Band D contribution from households remains the same with a cost of £43.94 per annum per household. 2022/23 (compared with £138,018.00 for 2021/22). This gives a Band D Council Tax Payment of £114.50 (£117.19 in 2021/22)

2. That the Budget for 2022/23 be approved and is shown on the last page of these minutes.

4. To approve the Annual Internal Audit Statement

Resolved: The main role of the Internal Auditor is to check all the financial and accountable records that the Clerk must keep. This is done soon after the end of the financial year and involves all the financial transactions and both the legal authority and procedural authority for such transactions - eg the signed minutes of all meetings. Once the Internal Auditor is satisfied with the accounts and records, the Clerk prepares the relatively brief submission to the External Auditor. During the year, the Clerk occasionally seeks her advice. If the Clerk were to leave or become temporarily unavailable, the Internal Auditor would assist a new or acting clerk.

72/21 Planning Matters -EL

P21/S0047/FUL -Grove Farm - 5 Holiday Pods – This is due to be discussed at the SODC Planning Committee meeting in December. Andrew McAuley will be speaking on this from Watlington giving their objections to this application. EL said that SPC support Andrew McAuley’s endeavours at the meeting and noted that he will be asking for this application to be deferred and for a site visit to take place prior to the meeting. SPC supported this approach as did Pishill with Stonor. The comments from the members of the public attending were also agreed with.

JoJo’s Vineyard – PWF will have a look at the alterations to landscaping and glazing.

Shed at Thatchers – It has been noted that a shed has been erected right on the boundary Planning Enforcement has been contacted and sent photos regarding this. We await their response.

Merlins – The owner has felled a tree which was on Stonor Land, and they have also removed another tree. Stonor Estates are aware of this. They have also done a lot of damages to verges in this area. The contractor has said they would make good when the works have been completed. SPC notes the works done to the tree without any permission from SODC Forestry Department.

[Members of the Public then left the meeting]

73/21 Highway Issues SF/PG

1. **Traffic Calming and Park Corner.** Nothing to report

2. **SID Data** – It was asked if these have had any affect on traffic speeds. PG will analyse the data.

74/21 Tasks – Progress reports for any issues should be circulated in advance and discussion will only take part if wider input is needed.

1. **Litterblitz** – EL thanked SF for the load of his trailer and all people who took part were also thanked. It was agreed to have Big Jubilee Spring Clean on the 9th of April. KT to book 2 sets of equipment.

2 **Instalcom/Ducting and Tree Damage on Cookley Green** – EL reported that they are now putting the ducting in the road which is where it should have been first put. We are awaiting a report from Martin Gammie and as soon as it received EL will circulate.

3. **Bonfire Night** – EL reported that this was a roaring success with a record number of 416 people attending and there is now £1300 in the pot for next year.

4. **Parish Portrait** – PWF said he is making good progress on this and is still on target to have the book ready for June.

5. **SPC Land to be registered** – This information is held in the Parish Office, Watlington.

6. **Signatories on Accounts and Internet Banking** – on going.

7. **Emergency Plan** – KT has amended and is liaising with Pishill with Stonor. PWF will contact Park Corner resident to see if they wish to be involved with this or if they can supply equipment.

8. **Website** –KT will update.

9. **Climate Emergency**- KT will send copy of the Watlington Climate Emergency Action Plan. It was noted that we can do some low-level things such as we are presently doing in replacing a hedge.

10. **Platinum Jubilee/QGC** – There is a group set up looking into this.

11. **AONB/National Park** – To discuss with FvM at the meeting in February.

75/21 Document to be reviewed

1. Standing Orders
2. Risk Assessment
3. Financial Regulations

EL, PG and KT to have a meeting to review these documents

76/21 Consultations

South Oxfordshire District Council will be undertaking a Community Governance Review (CGR) during 2022 with any agreed changes implemented for the 2023 elections. Your parish council should start thinking about whether it wishes to seek any changes and submit these for consideration. The council's Community Governance and Electoral Issues Committee will undertake the review and make the final decision on any alterations. Below are the issues that the review will cover:

- Altering the existing boundary of a parish.
- Creating, merging or abolishing parishes.
- Changing the name of existing parishes.
- The electoral arrangements for parishes (e.g., how many parish councillors are required and parish warding).
- Grouping parishes under a common parish council, or de-grouping parishes.
- The "style" of a parish (enabling an area to be known as a town, community, neighbourhood or village rather than a parish).

For information guidance states that it is good practice for principal councils to undertake CGRs every 10-15 years. This council undertook an extensive district wide review in 2013/14 and a further review of specific areas/issues in 2017/18. The council has agreed to undertake a community governance review every four years with changes agreed for implementation at the next scheduled parish elections – in this case 2023. As with the review in 2017/18, this review is intended to pick up issues raised within parishes since the last review. The Community Governance and Electoral Issues Committee will meet in early February to consider any requests and agree the terms of reference for the review. I would therefore be grateful if you would submit any requests for matters to be considered with supporting evidence by 21 January 2022. Any parish councils which have submitted matters for review previously are requested to provide confirmation.

Resolved: That we do not put any comments in on this.

20 mph - At the Cabinet meeting on the 19th of October, a new policy making it much easier to get 20mph zones was passed. Full details of the policy can be found here:

<https://mycouncil.oxfordshire.gov.uk/ieListDocuments.aspx?Cid=115&Mid=6381>

However, the county has already made live its application process, which includes a helpful summary of the criteria and how applications will be prioritized:

<https://www.oxfordshire.gov.uk/residents/roads-and-transport/traffic/requesting-20mph>

This will be a very popular policy, but applications are not judged on a 'first-come-first serve' basis and will be done so according to the criteria outlined in the policy document. There is therefore no need to rush to complete an online application.

Key to having a successful application will be to demonstrate alignment with the policy, and local support (beyond the parish council) for a 20 zone. The last thing the county will want to happen is to put in 20 zones only to get push back from residents afterwards and need to change them back. This means conducting informal surveys of residents will be important and would be a good step to move ahead with if you haven't already done so.

This item will be discussed at the meeting with FvM.

77/21 Correspondence

There was nothing that needed discussion.

78/21 Date of Next Meeting

Wednesday 9th March 2022 at the VHRW

79/21 Other Matters for Discussion at the discretion of Chair

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.52PM

Budget 2021/2022

Swyncombe Parish Council

INCOME

	BUDGET 2021/2022	ACTUAL 30/11/2021	BUDGET 2022/23
SODC Precept	6204.00	6204.00	6393.2
Cricket Pavilion Rent	1000.00	1000.00	1000
Interest	0.12	0.80	0.4
Covid 19 Grants from SODC	0.00	0.00	0
Other Grants			
VAT Refund			
	£7,204.12	£7,204.80	£7,393.60

EXPENDITURE

Subscriptions (OALC & ORCC, CPRE)	200.00	166.80	200.00
Insurance - SPC	220.00	221.88	240.00
- Cricket Club	470.00	443.78	480.00
Cricket Ground Maintenance	500.00	500.00	500.00
SODC Non-Business Rates - Cricket Pavilion	140.00	33.98	140.00
Exterior Decoration of Pavilion	200.00	1726.00	200.00
Cricket Ground Rent	100.00	0.00	100.00
Maintenance (Tree Works)clearance	1000.00	1355.00	1000.00
External Auditors Fees	0.00	200.00	0.00

Internal Audit	70.00	0.00	70.00
Petty Cash Grass cutting	225.00	240.00	240.00
Clerk Salary INCL ni/tax/pension	1550.00	783.03	1550.00
HM Inland Revenue Employer Cont	0.00	0.00	0.00
Misc/Sign/ Mason War Memorial/RBL/	200.00	0.00	200.00
Celebration Queens Platinum Jubilee	100.00	0.00	200.00
Meeting Hall Rental	24.00	0.00	24.00
Bus Shelter and Bench Improvements	300.00	0.00	300.00
Website Costs/Domain Name	50.00	0.00	50.00
Comet Community Bus Service	250.00	208.00	238.00
Grants	0.00	0.00	0.00
PAT Testing	100.00	85.00	100.00
Election/Training	100.00	0.00	100.00
Speed Surveys/Signs	0.00	0.00	0.00
Contingency/Earmarked/SID Moving	1382.00	267.99	1461.60
Covid 19 Items for Pavilion/Cricket	0.00	3450.00	0.00
TOTAL	7181.00	9681.46	7393.60
SURPLUS/DEFICIT			
Firework Fund			
Ticket Sales	1700	2130	1700
Fireworks	-1700	-1500	-1700
SURPLUS/DEFICIT (Underspend or Overspend)	0	630	1327.53
	697.53	697.53	0
Balance Cfwd	£697.53	£1,327.53	£1,327.53