

Minutes of the Parish Council Meeting
Tuesday 24th January 2023 at 8.00pm

Present:

Councillor John Summers (Chairman)
Councillor Denise Hall
Councillor Jim Broomfield
District Councillor George Reynolds
The Clerk
Residents and Public – 1

Welcome and introductions

Members are reminded that this is a meeting in public, not a public meeting, and all points, questions and comments should be addressed through the Chair.

Apologies for Absence – received from Councillors Phil John and Steve Lapper, and District Councillor Phil Chapman

Declarations of Interest *Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.*

1107 Minutes of the meeting held 22nd November 2022 (previously circulated) and Matters arising. The minutes had been circulated in advance of the Meeting. They were agreed to be a true record of the Meeting and were signed by the Chairman.
It was agreed that there were no matters arising that were not covered elsewhere on the agenda.

1108 Clerks Report
Financial Statement

The Clerk reported that 6 cheques had been raised in December 2022 as follows: -

704	Thomas Fox	Grass cutting 14	323.60	In Budget
705	Joe Bridson	Tree work	1300.00	In Budget
706	SLCC	Annual subscription	80.00	In Budget
707	Clerk	Salary	678.00	In Budget
708	HMRC	PAYE for Clerk's salary	150.00	In Budget
709	Thomas Fox	Hedge cutting	1152.84	In Budget

There was £704.55 VAT outstanding at the end of December which will be claimed back in due course.

Taking the above into account, the expected bank balance is £17467.88 which is reconciled to Bank statement sheet No.216 at 5th October 2022. This balance contains the remaining reserves of £2857.50 for Orchard Piece Community Play Area. The General Fund at the end of December stands at £14,610.38.



It was reported that discussions were on going with National Westminster to implement the change of address instruction previously issued to the Bank. The hold-up had been due to the bank believing that the signatures did not match the mandate in the first instance and contrary to advice from the bank a second signature was required on the online mandate. The bank has confirmed that this has now been implemented and statements back to September 2022 had been ordered and would be sent to the Clerk. The bank has compensated the Parish Council £100 for the error. It was recommended that this complaint is now closed and on line banking with dual authorisation is investigated, initially with National Westminster.

Resolved: To accept the financial report

1109 Appointment of Internal Auditor

Appointment of Elaine Anstee as Internal Auditor – approved

1110 Budget and Precept for 2023-2024

The Parish Council are required to submit a Precept Demand to Cherwell District Council for the next financial year based on the likely Parish Expenditure and income, including grants, and reserves.

The budget proposal including a 10% increase in precept, that is approximately £4 per household, was previously circulated and approved by the Parish Council. The budget retains approximately 12 months' funding as a provision for emergencies. The Clerk was authorised to confirm the precept with Cherwell District Council.

Resolved : To submit the 2023-2024 Precept Requirement notification to Cherwell District Council for the sum of £12,705.

1111 Consultations

Councillors were reminded of the forthcoming parish council elections and the procedure they need to follow if they wish to stand for re-election. The timetable is as follows:

Event	Deadline	Comments
Clerks' Virtual Briefing	Thursday 16 th March 5pm	GB to attend (or JS if unable to)
Publication of notice of election	27 March 2023	GB to post on the village notice board JS to include in Mollington Matters
Completion of nomination form	4 April 2023	Nomination forms are expected to be available from CDC. GB to get a number of nomination forms from CDC which candidates can request from her or JS
Delivery of nomination papers to CDC	4.00pm 4 April in person to CDC	GB to request an updated copy of the register of local government electors for Mollington GB/JS to provide electoral registration numbers to candidates
Clerks' Briefing for Contested elections	Wednesday 12 th April 5pm	
Election	Thursday 4 May	



Eligibility to stand for election are summarised below. Candidates must comply with one of the criteria and will be asked to evidence this on their nomination forms.

Eligibility	Details	
Registration as a local government elector for Mollington, the parish in which you wish to stand, from the day of your nomination onwards	To be able to use this qualification, your name must appear on the register of local government electors for the parish at the time of your nomination and throughout your term of office should you be elected	
Owner or tenant any land or other premises in the parish	You must have occupied as owner or tenant any land or other premises in the parish area during the whole of the 12 months before the day of your nomination and before polling day	
Main or only place of work is in Mollington	Your main or only place of work must have been in the parish area during the 12 months prior to your nomination and prior to polling day itself	
Lived in Mollington or within three miles	You must have lived in the same parish area, or within three miles of it, during the whole of 12 months before the day of your nomination and the day of election.	

Further details have been circulated to councillors and are available from JS and GB for any prospective candidates.

The PC will post a link to the Electoral Commission who published this guidance, and to CDC when more information becomes available, on the Parish Council website and Mollington Facebook page as appropriate.

There is a new requirement for electors to show photo ID in polling stations to be able to vote. There will be national and local publicity campaigns ahead of the election to ensure electors are aware of the new requirement. Further information is available on the CDC website [Voter ID](#) and [Electoral Commission website](#)

1112 Planning Matters Applications

- 22/03879/LB General repairs to chimney stack and repointing Mansion House Farm Roundhill Road. It was proposed that no comment should be made to this application.
- 22/03853/DISC Discharge of condition 4 and 5 Manor House Main Street. As this is a technical matter it was proposed that no comment should be made to this application.



- 22/03855/DISC Discharge of condition 4 Mansion House Farm Roundhill Road. As this is a technical matter it was proposed that no comment should be made to this application.
- 22/03844/DISC Discharge of condition 4,6 and 7 Manor House Main Street. As this is a technical matter it was proposed that no comment should be made to this application.
- 22/03816/TEL Proposed installation of one cabinet area of highway west of Oxhey Hill, adjacent Southam Road. It was noted that this cabinet had already been installed and that CDC had responded to this application although the response had not been posted on the planning portal

Planning Applications published after the agenda. None at this time

Decisions

The following decisions have been made since last reviewed by the Parish Council

- 22/00782/F Variation of condition 13 (new windows/openings) of 98/01979/F - to use garage as utility with front door access and windows Shepherds Barn Church Lane. Permitted
- 22/02672/LB General repairs to existing stonework externally on each elevation Mansion House Farm Roundhill Road. Permitted
- 22/02666/LB Replace existing front door with a new door more in keeping with the history and age of the cottage Moon Cottage 5 The Jetty. Permitted
- 22/03251/DISC Discharge of Condition 3 stone Hillside Roundhill Road. Permitted
- 22/01671/F Change of use of land to retain 9 no. additional caravan pitches on existing caravan site to bring the total to 21 no. caravan pitches (Retrospective) Corner Meadow Farnborough Road. Permitted

1113 Councillor Reports

Councillor Summers – It is planned to top up bark in the playing field in the spring. Mollington Matters will be produced in the spring and include details of the parish council elections for any residents wishing to stand. Councillors were requested to provide drafts of anything they wish to include by the end of February in order that Mollington Matters can be issued in time to publicise the PC election

Councillor John - It was reported that Thomas Fox had completed outstanding works on grass cutting and Joe Bridson on the contracted tree / hedge cutting and the invoices have been paid.

Councillor Hall - The hall now has WiFi installed
The rewiring of parts of the hall have been completed
New toilets have been installed in the Ladies and Gents toilet and the issue with the urinals in the Gents rectified.
A quiz night will be held in February/March. Details to follow.

Councillor Lapper - It was noted that the damaged grit bin on the Holloway has been reported and OCC had responded that they would replace it. This is to be confirmed. Further water works have now been completed.

Councillor Broomfield – Nothing to report

1114 Councillors Points of Information

King Charles Coronation: The following events will take place nationally and locally:

- Saturday 6 May: Coronation service in Westminster Abbey; Coronation procession; Buckingham Palace balcony
- Sunday 7 May: Concert and lightshow at Windsor Castle; Coronation Big Lunch street parties



- Monday 8 May: Extra bank holiday; Big Help Out encouraging people to get involved in local volunteering

We will discuss the events and local participation with the Village Hall Committee to see how we can mark this event in Mollington

Cherwell Parish Council bulletin has been circulated. Councillors are recommended to note the contents, particularly those relating to elections. It was noted that the number of seats in Mollington is reported in the bulletin as 7. The Chairman has queried this with CDC Election services, who have confirmed that the number of seats will remain at 5

1115 Date of next meeting – 28th March 2023 at 8pm in Mollington Village Hall.

Parish Council Meeting finished at 8.20 pm



Chairman, Mollington Parish Council

Public Participation Session

