

RAMSDEN PARISH COUNCIL

Minutes of the meeting held on Wednesday 15th April 2009 at 8.00pm in Ramsden Memorial Hall

Members Present: Mr Clive Cowen (CC), Mrs Holly Deans (HD), Mrs Sally Miller (SM),
Mrs Sarah Wiggins (SW), Mr Tony Shuker (TS)

Others Present: Cllr Simon Hoare (SH) and the Clerk

Item	Subject	Action
1.	Apologies None.	
2.	Declaration of interests with regard to items on the agenda HD declared a prejudicial interest in item 9c as a member of the Domesday Committee.	
3.	Public participation session – no members of the public were present.	
4.	Approval of minutes of the Council Meeting held on Wed 18th March 2009 and assent to the circulation of the draft minutes of the 2008 Annual Parish Meeting The minutes of the March meeting were approved and signed. The draft minutes of the Annual Parish Meeting were approved for circulation with a ‘draft’ watermark on them.	
5.	Matters of report arising, not elsewhere on the agenda a) Little Lane Work was complete and an invoice was presented. b) Code of Conduct consultation feedback Around 1000 responses had been received. The new code may be in place by October, and WODC will provide the necessary information and training. c) Conservation Area (CA) Revision Work was currently focussed on the Witney CA and four other CAs. Ramsden’s application for revision would be progressed in due course.	
6.	Report from Councillor Simon Hoare Cllr H would make enquiries about a possible reduction in Council Tax Band for properties where the occupant suffered from a disability.	SH
7.	Flooding Update Mr Michael Barnes would take part in the site visit with a representative of OH and the PC Chairman to discuss the camber of the road in part of Lower End and a date had been requested from OH. The flood mitigation monitoring chart was checked. Follow up or reminder letters were needed on points 5, 7, 11, 12 and 15.	Clerk
8.	Planning a) No applications had been received from West Oxfordshire District Council b) No decisions had been received from West Oxfordshire District Council c) Affordable Housing (AH) Leadbitters apologized that their tree surgeons had made an error in removing the boundary hedge and they will be doing some new planting to replace it – a proposal would be sent to the PC. Good progress is being made on construction on site. Cottesway had noted the Parish Council’s comments and confirmed that there was no change in policy on allocation of the properties. WODC would make the nominations based on the s106 criteria. However the interest was nearly double the number of dwellings available, which underlined the need for the AH provision in the village.	
9.	Committees a) Playing Field Committee (PFC) update and inspection of safety book Minutes of the PFC meeting of 3rd April were received and considered. Richard Lord	

had resigned from the PFC, Amy Bevan was the new Chairperson. TS would represent the PC at the proposed drainage meeting and SH would facilitate. Inspection of the safety book was deferred. **Clerk TS,SH**

b) Memorial Hall : upstairs meeting room development and roles of trustees

There was nothing further on the meeting room development. Lynne Newin at ORCC had provided information about the respective roles and responsibilities of custodian and management trustees. The trust deed would provide further clarification.

Resolved:

- To obtain a copy of the trust deed from the PC's solicitors. **Clerk**

c) Domesday Committee : to consider publication of the Ramsden Book

(HD left the meeting for this item) Correspondence from Mr Dick Williamson had been circulated. The PC thought it would be able to use the power under the Local Government Act 1972, s145 'provision of entertainment and support of the arts' to publish the book. The PC was appreciative of the hard work that had gone into producing the book and was very supportive in principle. Further information would be sought from Mr Williamson to assist the PC in considering all aspects carefully. **Clerk**

10. Financial matters

a) Financial Summary and Accounts for 2008/9

The financial summary, annual accounts and bank reconciliation for 2008/2009 were considered. The closing balance at year end was £902.68, an increase of £486.55. £1500 had been added to the reserve account during the year, £1285 of which was due to unbudgeted income from the Cemetery, making the total non-restricted funds £8,906.68. Cemetery income was needed for the upkeep of the cemetery and churchyard. The Newsletter accounts for 2008/2009 and the budget for 2009/2010 were considered. *(SH left the meeting at this point)*

Resolved:

- To approve the accounts and bank reconciliation for 2008/2009 ready for audit.

- That the Newsletter accounts and budget should be signed.

- To add slander and libel cover to the PC's insurance policy. **Clerk**

- To obtain an alternative insurance quote from Came & Company.

b) To consider NALC final salary award and underpayment of Clerk's salary

Details of the 2008/9 national final salary award for local council clerks from 1st April 2008 were considered in conjunction with the summary of Clerk's pay prepared for the internal audit. The PC resolved to meet the underpayment for 2008/09. **Clerk**

c) Audit preparations

The asset register was reviewed. It was agreed to use a nominal value of £1 rather than the insurance value for War Memorial. The annual return had not yet been received.

d) Training course for Clerk

The PC agreed to authorise payment of £95 +VAT and travel expenses if the Clerk were able to make arrangements to attend the SLCC course on VAT. **Clerk**

e) To consider a subscription to CPRE

It was felt that the CPRE provided support on rural issues relevant to the village and that a subscription for the year would be of benefit to the community. This was approved as a Section 137 payment at the recommended minimum level of £29.

f) Accounts for Payment

Clerk salary, expenses (April) £292.80; KopyRite (Newsletter) £40; Subscription to OALC £126.26; Subscription to CPRE (s.137) £29; Subscription to Friends of Wychwood (agreed as a s.137 payment) £15; R. Holifield (Little Lane repairs) £298; Clerk, salary award 2008/9 backdated £47.82. **Clerk**

11. Highways

a) Dog waste bin for Jordans Close area

The dog waste bin on Akeman Street was missing. Theft was not covered by insurance. WODC would be asked to replace the bin.

Clerk

b) To consider a response to Google Street View photography

Photography from the public highway is legal, so it would not be possible for the PC to object. Individuals could opt out when the street view becomes available on the internet – details would be put on the village website when the time comes.

12. Cemetery

An application for a monument for Mrs M A Garner had been received. The Clerk was asked to clarify details with the Funeral Directors prior to authorisation.

Clerk

13. Correspondence - General information and appeals were tabled.

14. Any Other Business

It was noted that all the allotments are currently let and that all the rents are paid regularly. New applicants would need to go on a waiting list.

The new bus timetable holder had been installed.

There was discussion about a new PC chairman for 2009/10.

The meeting closed at 9.55pm.

Dates of Next Meetings: Wednesday 20th May Annual Council Meeting at 7pm and Annual Parish Meeting at 8pm

All