

October 2008. The changes were intended to speed up the planning process. Residents were advised to consult WODC early in their consideration of any external alterations or improvements on their properties.

Clerk

71. Allotments

After advice from the Charities Commission (CC), the Ramsden Poors Allotments Trustees had de-registered the charity. CC advice would still be available. The Allotments were given to the village under the Enclosures Act. Records dated back to 1870. The annual income, currently £325.00, was to be used to benefit the poor of the village or the village as a whole. A resolution to bring the Allotments under the control of the PC would be considered at the next meeting.

72. Committees

Minutes were received from the Memorial Hall Committee (MHC) and the Tennis Court Committee (TCC). The (MHC) requested the PC to approve the order of a large projection screen at a cost of £205 + VAT.

Resolved:

- To order the screen and to pay from MH Equipment Project Fund.

Information from the Playing Field Committee (PFC) had been circulated about their proposed drainage scheme. This was considered in preparation for the meeting on 29th. Environmental and financial issues were raised – the PC had insufficient funds and could not raise them from the precept.

Resolved:

- To consult Middlemarch Environmental for advice on the French drain and the clearing or replacing of existing ditches.
- To ask the PFC to get at least one and preferably two further quotes and to look into how the work could be funded.
- To consider clearing the scrub to give access to the top ditch.
- To thank the PFC for their hard work in trying to carry out a complicated project.

Clerk

a) Insurance Cover for volunteers

A telephone response from Allianz Insurance clarified the insurance position for volunteers. For public liability cover, volunteers **must** be instructed by the PC to do the work. Allianz would prefer volunteers not to use their own electrical tools.

It was noted that the TCC had laid a flagstone path on the PF without the prior knowledge of either PC or PFC. The PC was extremely concerned about this and an appropriate letter would be sent to the TCC.

Clerk

c) Road Closure for Fete

Maps were shown of the proposed routing for diverted traffic. This was approved.

73. Financial matters

a) Financial summary

WODC had confirmed that £9m of their reserves was with Landsbanki. No repayments were due before 2009, so there were no problems with current cash flow. The loan account was not in Iceland, so there was no problem with money the PC had on deposit. The PC's financial summary to October and the bank reconciliation were considered.

Resolved:

- To check exactly where the PC's funds in the WODC Loan Account are held.
- If the response was satisfactory, to transfer £1000 to Loan Account until needed.

Clerk

b) Budget 2009/2010 Preparations

A table of income and expenditure contra budget was circulated and explained for consideration prior to setting the precept in November.

All

c) External audit

The report was considered. No matters of concern were raised by the external auditor. The P.C. thanked the Clerk for her accurate handling of the accounts.

- b) Bank account for PFC and TCC projects
All the formalities were complete and the accounts were open, with TS, SW and SM as signatories and the Clerk authorised to make transfers between the respective current and the deposit accounts. Notification and information on operating the accounts would be sent to the PFC and TCC. Barn Dance profits to go in the PFC deposit account. **Clerk**
- c) Accounts for Payment
It was resolved to pay the following accounts: Premier Group (UK) Ltd £240.88 (from the MH Equipment Project Fund); CJ Whitehall £320 (Cemetery hedge); BDO Stoy Hayward (Audit) £158.63; Clerk (Salary & expenses) £306.08; Transfer to WODC Loan Account £1000. **Clerk**
- 74. Freedom of Information Act – publication of material**
The lifespan of the current model publication scheme ends on 31 December 2008. All PCs are required to adopt the new model scheme. The new scheme has three elements: a publication scheme, a manual and a guide to proactively published information for the public.
Resolved:
- To adopt the new Freedom of Information Act publication scheme.
- That the guide to published information be completed for approval at Nov meeting. **Clerk**
- 75. Administration**
- a) Storage in Memorial Hall
There was not enough space in the two filing cabinets for the PC's files. The offer of a tall, locking metal cupboard approx 7' x 3' x 1'6'' had been received – free.
Resolved:
- To obtain the cupboard in place of the older, non-locking filing cabinet. **Clerk**
- To pay £10 delivery expenses.
- b) Archiving of minutes
The current file goes back to 1983, and older minutes books were also held.
Resolved:
- That all Minutes prior to 2000 should be archived in the Public Records Office. **Clerk**
- c) Emergency Plan
An emergencies leaflet has been downloaded and would be filed. A store of bags and sand in Ramsden was considered a good idea. Three quotes would be obtained and storage at the MH agreed with the MHC.
- 76. S.E. Regional Plan, Regional Spatial Survey**
Development was particularly based on Oxford city and reconsideration of the greenbelt, Didcot and Bicester. An extra 600 houses was suggested for Witney. None of the proposed changes appeared to have any direct significance for Ramsden.
- 77. Any Other Business**
- i) Bus Service Changes commence 14th December, timetables will be out mid-November. Service 69, renumbered X9 and operated by RH Transport, will be enhanced. The 69b service may not continue. Service T1, Leaffield – Ramsden – Charlbury Rail Station replaces the C1 service, adding a new Mon-Fri off-peak service.
- ii) NHS Meeting on 30th Oct, Witney Corn Exchange, Consultation on Working with Local Communities. SM would attend for the PC. **SM**
The meeting closed at 10.30pm.
- Dates of Next Meetings:**
Extraordinary meeting on Flood Defence Report – Wed. 29th October, 7pm
Wednesdays 19th November 2008, 21st January 2009 in Ramsden Memorial Hall at 8pm
No meeting in December. **All**