

RAMSDEN PARISH COUNCIL

Minutes of the meeting held on Wednesday 21st January 2009 at 8.00pm in Ramsden Memorial Hall

Members Present: Mrs Sally Miller(SM), Mr Tony Shuker(TS), Mrs Sarah Wiggins (SW)

Others Present: the Clerk

Item	Subject	Action
95.	Apologies Mr Clive Cowen (in hospital), Mrs Holly Deans (HD)	
96.	Election of Chairman Mr Tony Shuker was duly elected to chair the meeting.	
97.	Public participation session No members of the public were present.	
98.	Declaration of interests with regard to items on the agenda No interests were declared.	
99.	Approval of minutes of the Council Meeting held on Wed 19th November 2008 The minutes were approved and signed as a true record of the meeting. Copies of the precept were given to Cllrs.	
100.	Matters of report arising, not elsewhere on the agenda	
	a) Emergency Plan speaker at OALC SW attended a meeting on 24 th November which covered basic aspects about what to put in a Parish Emergency Plan, particularly in terms of useful lists. Information from OCC was awaited. It was noted that there was no obligation to create a Plan.	
	b) Local buses With the change of timetables, the service was much improved. Chipping Norton and Charlbury Local Links leaflets would be put in the church porch, and a copy of the C1/T1 timetable added to the website.	SW Clerk
101.	Report from Councillor Simon Hoare None received.	
102.	Flooding Update Mr Laurence King had forwarded advice on funding from Tim Bodys, WODC's solicitor. The PC's powers are extremely limited: Section 260 Public Health Act 1936 covers work on ditches, ponds or stagnant water that were creating a health hazard, or Section 137 Local Government Act 1972 gives a general power to "incur expenditure which is in the interests of and will benefit their area or part of it or all or some of its inhabitants." The solicitor's conclusion was that the strict financial limits on Section 137 expenditure effectively take flood mitigation work outside the ambit of a PC. This corroborated the advice from OALC discussed at the last meeting. The PC lacked the statutory power (and the resources) to contribute financially in a meaningful way. It could, however, try to be a catalyst for others. The Final Report - Floods Summer 2007 was now available on line and a link was being put on the website. Information from Mr Dick Williamson following the heavy rainfall on 13 th December 2008 was noted. <u>Resolved:</u>	
	- To draw up a spreadsheet from the action points identified at the meeting on 29 th October to monitor progress with these tasks.	Clerk
	- To send letters to those named on the action points to ascertain progress.	
	- To encourage residents to consider their part in the Flood Plan, particularly through the Newsletter.	

103. 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

An update from Leadbitters was read. Work was progressing well. There was discussion about the 'for rent' sign outside the development, the poor state of the verge by the cemetery, and whether solar panels were going to be installed. The Clerk was asked to follow up each of these matters. OCC was not intending to install permanent soft verges signs on Akeman St.

Clerk

- d) Representation at Heath House Nursery Appeal Hearing

Resolved:

- To authorise HD to represent the views of the PC at the Hearing at Woodgreen on Tuesday 10th Feb. (Should HD not be well enough, the Clerk was asked to deliver a written submission to the Appeal Inspector.)

**HD
Clerk**

104. Committees

- a) No minutes were received.

The PFC had not met and no response had been received about great crested newts or drainage funding.

- b) Playing Field Equipment Safety Inspection Report

A copy of the report had been sent to Ian Winter. There was nothing urgent. The PFC would be asked to inform the PC how they proposed to address the issues raised in it.

Clerk

105. Financial matters

- a) Financial summary

Summary and bank reconciliation was presented and discussed. A VAT reclaim had been received. £1000 had been transferred from the Loan Account to the current account. The 2009 Newsletter invoices were set out on 5th January and payments were coming in. Fairfax and Co was willing to continue sponsorship of the Newsletter. The rate of interest on the Business deposit accounts (for MHEP, PFP and TCP funds) fell to 0.10% from 10th November 2008. The situation would be monitored.

- b) Appointment of internal auditor

Mr Brian Rollerson was appointed for 2008/9 at a fee of £27 per hour.

Clerk

- c) Review of Financial Regulations

The current Financial Regulations were reviewed and approved without change.

- d) Review of Audit Plan

The Audit Plan was reviewed, updated and approved.

- e) Review of Standing Orders

The Standing Orders were reviewed and approved without change

- f) Review of risk assessment and risk management policy

This was discussed and revised, as was the risk assessment for home working for the Clerk.

Clerk

- g) Tenders for grass cutting in 2009

Two very competitive tenders were received, one from the present contractor, Kev Grant & Son and the other from Green Scythe Ground Maintenance of Wroxton. The PC agreed to stay with Mr Grant subject to further discussion with him on one issue. Green Scythe might be asked to quote for cutting the verges.

Clerk

- h) Accounts for Payment

It was resolved to pay the following accounts: WODC (Playing Field Inspection) £52.90; Clerk (Salary & expenses Jan) £324.21; and to transfer £35.88 VAT reclaim to the MHEP Fund.

Clerk

106. Freedom of Information Act (FOI) – to consider and approve the Guide

The Guide to information available from the PC was discussed. Sections not applicable to Ramsden were deleted and reasons noted. The Guide was approved. It was noted that some information was in preparation.

Clerk

107. Highways and Transport

a) Speeding

With CC's illness, the speed watch signs had not been moved. SW agreed to do this. Mr. M. Barnes had been asked to monitor the effects.

SW

108. Consultation on code of recommended practice on local authority publicity

A comment would be sent that there should not be requirements in the code that increase bureaucracy for or add unduly or disproportionately to the burdens on small Parish Councils.

Clerk

109. Correspondence

a) Website

OCC wished to have a page on its website for each village and was requesting information on Ramsden. The PC agreed to authorise OCC to use information from the village website and to include a link.

Clerk

b) Chipping Norton Green Gym information – to be passed to Mr R Lord for the PFC.

SW

c) Training on Power of Well Being

This was more suited to larger councils and the PC would not pursue this training.

110. Date of Annual Meeting

Resolved:

- That the Annual Meeting and Annual Parish Meeting take place on Wed 20th May.
- That the draft minutes of the Annual Parish Meeting 2008 be made available on the website a month before that date.

111. Any Other Business

None.

The meeting closed at 9.45pm

Dates of Next Meetings:

Wednesdays 18th February, 18th March and 15th April in Ramsden Memorial Hall, 8pm.

All

Signed:

Date: