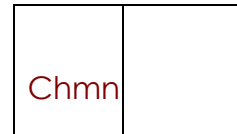


# North Moreton Parish Council



## Minutes of North Moreton Annual Parish Council Meeting held at North Moreton Village Hall on Monday 9th May 2011 at 8:00pm.

Present: Mr. R. F. Haycock (Chair), Mrs R. P. Templeman, Mr C.I. Shipton,  
Mrs. S.C. Harrison, Mr.D. Tebworth and Mr. A. Wise (Clerk).

	RFH opened the meeting at 20:00 hrs.	
11/331 Apologies	None	
11/332 Elect Chair & Vice – Chair	It was proposed by RPT, seconded SCH and carried nem con. that RFH should continue as Chairman. It was proposed by RFH, seconded DT and carried nem con that RPT should become the new Vice – Chairman. RFH congratulated DT on his election and welcomed him to the Council. He asked for the Council’s thanks to Keith Hutchence to be recorded. Keith had performed a tireless job for NMPC since his election to the Council in 1995 and had served as Chairman or Vice-Chairman for nearly all that time. RFH advised that he had written a note of thanks to KCH.	
11/333 Receive the Chair’s Declaration of acceptance of office	Done	
11/334 Report on OCC & SODC activities	None received	
11/335 Representations from members of the public	None	
11/336 Allocate Councillor Responsibilities	Finance and Waste – SCH External Affairs – DT Liaison with Moreton Cricket Club & Recreation Ground Warden – RFH Highways and Public Transport (PTR) – RPT Health & Safety especially recreation ground – CIS Brian Hayes was thanked warmly for his work as Recreation Ground Warden and would be asked to continue.	RFH
11/337 Approve the minutes of the meeting of 7 <sup>th</sup> March 2011	It was proposed by SCH, seconded CIS, that the minutes be signed as a true record. Carried nem con.	
11/338 Consider matters, not taken elsewhere , arising from the minutes of the meeting of 7 <sup>th</sup> March 2011	A letter received from Barry Lawson regarding flooding issues was being circulated. Chairman to obtain a quote from Rob Nickless for ditch clearing work on Parish Council land downstream of The Barn House. To assist decision-making, Maurice Crickmore will survey levels in the watercourse from Wallingford Road to the Kibble Ditch. With the excellent news that the Royal Wedding Celebrations on the recreation ground had made a profit, the Chairman will ask for the Parish Council’s	RFH  RFH

# North Moreton Parish Council

Chmn

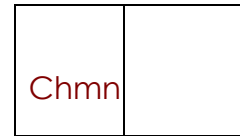
	donation to be refunded.	
11/339 Receive reports from Parish Councillors and the Clerk	Items completed or taken elsewhere.	
11/340 Financial matters	<ol style="list-style-type: none"> <li>1. RFH advised that the Internal Auditor had reviewed the 2010/2011 accounts and signed them off. He advised that the Internal Auditor had picked up an addition error in Payments which had needed to be corrected. This had been done, but had involved hand correction of some lines in the Audit form. This in turn required an explanation to be sent to the external auditors. The draft words were modified slightly and agreed. Acceptance of the 2010/11 Accounts was proposed by SCH, seconded RFH and carried nem con. The Clerk signed the Accounting Statement on the External Audit paperwork. The Chairman reviewed the clauses of the Annual Corporate Governance statement and signed as agreed. It was proposed by SCH, seconded by RPT and carried nem. con. that the Audit Package including Significant Variances statement and Assets Summary be signed by the Chairman and RFO as soon as minute references were available.</li> <li>2. It was proposed by SCH, seconded CIS that the Chairman purchase a gift to the value of £20:00 as a thank you from NMPC to the Internal Auditor.</li> <li>3. Current financial situation. AW presented the current financial situation – <i>attachment 2 and 3</i>.</li> <li>4. Approval of payments. It was proposed SCH, seconded CIS and carried that the following invoice be paid. <ul style="list-style-type: none"> <li>o Parish Clerk's wages and expenses</li> <li>o Oxford Fencing Supplies</li> <li>o ORRC Annual Subscription</li> <li>o Landlife Wildflowers</li> <li>o Woodland Trust</li> <li>o Spiral and canes for new tree saplings on rec ground</li> </ul> </li> <li>5. It was proposed by SCH, seconded RFH and carried nem con that the Parish Clerk's contracted hours be raised by half and hour per week to 3.5 hrs per week.</li> <li>6. It was proposed by SCH, seconded RFH and carried nem con for the clerk to obtain an additional £100 for the petty cash.</li> </ol>	<p>RFH</p> <p>RFH/ AW</p>

# North Moreton Parish Council

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11/341 Planning	AW presented the current planning application situation: No new applications had been received since the March meeting – <i>attachment 6</i> .	
11/342 Approach to Internal Audit is appropriate	The meeting was in total agreement that the parish council approach to internal audit was appropriate.	
11/343 Highways and Transport	<p>RPT attended the latest PTR meeting. The 94/95 bus service has a forthcoming service review meeting to be held in Grove which NMPC PTR will attend. Having received advice from ORCC, it was considered that there was no need to repeat the recent bus users survey.</p> <p>The Bus Pass scheme is now moving from OCC to SODC.</p> <p>Regarding cycle paths, RPT advised that she was still awaiting the name for a contact in Brightwell. After discussion, it was agreed that NMPC still supported a 20 mph speed limit in the village although the chance of that happening appeared slight. RPT was asked to write to Highways to confirm NMPC's view.</p>	<p>RPT</p> <p>RPT</p> <p>RPT</p>
11/344 Recreation and Playground matters	<ol style="list-style-type: none"> <li>1. Young saplings from The Woodland Trust have now been planted.</li> <li>2. SCH and RPT reported that they are now waiting for the fencing work to be completed for sowing the wildflower meadow seeds in the Rushcroft.</li> <li>3. RFH reported that the two tons of top dressing to help protect the wire meshing as it settles down has now been laid.</li> <li>4. Clerk to chase RoSPA for annual inspection date.</li> </ol>	<p>AW</p>
11/345 Risk assessment	<p>RFH and Clerk signed off appropriate parts on the current Risk Assessment Checklist. - <i>attachment 5</i></p> <p>Clerk would change Risk Assessment form to update timings for choosing Internal Auditor from March/May to January/March</p>	<p>AW</p>
11/346 Respond to Communications as the Chairman may direct	None	
11/347 Attend to any other business at the Chairman's discretion	<p>Clerk to chase JLT for insurance policy renewal information to help with the process of obtaining a quote from a new provider.</p> <p>Chairman to confirm to MCC that NMPC is satisfied with their proposal to build a new scoreboard / commentary box adjacent to their pavilion.</p>	<p>AW</p> <p>RFH</p>
11/348 Date of next meeting	Monday 4 <sup>th</sup> July 2011	
Closure	RFH declared the meeting closed at 21:40 hrs.	

# North Moreton Parish Council



Signed:

Date:

Attachments:

1. Agenda
2. Financial Statements
3. Expenditure against Budget 2011-2012
4. Risk assessment checklist
5. Planning Applications