BLOCKLEY PARISH COUNCIL– MEETING



Minutes of the Meeting of Blockley Parish Council held on Thursday 18th May 7pm Paxford Village Hall

**Present:** Cllrs – C Turner (presiding), J Bryan, P Baines, K Derson, E Thorneycroft, S Neill, T Bradley, A Fowlie

**Members of the public:** 3

**Apologies for absence accepted from**: Cllr S Waltham, County Cllr L. Stowe

**The Clerk/RFO:** Nikki Holt

Meeting opened at 19.00

1. Chair welcomed everyone, apologies for absence accepted from S Waltham & L Stowe.
2. Elect new Chair & Vice Chair. C Turner proposed J Bryan for Chair, seconded T Bradley, agreed unanimously. C Turner proposed herself for Vice Chair, seconded P Baines, agreed unanimously. New Chair & Vice Chair signed ‘acceptance of office’ forms.
3. Items for any Any other Business – None.
4. Declarations of Interest & Dispensations for items on the agenda – T Bradley is a trustee of SGH and member of the management committee. C Turner, her partner’s business is involved in 3 of current planning applications, on that basis she will remove herself from debate.
5. Appointment of Lead Councillors:
	1. Finance – JB proposed himself, seconded CT, TB abstention, majority agreed.
	2. Burials – KD proposed JB, seconded PB, agreed unanimously.
	3. Youth & Recreation – KD proposed herself, seconded JB, agreed unanimously.
	4. Environment – CT proposed herself, seconded JB, agreed unanimously.
	5. Personnel – PB proposed himself, seconded JB, agreed unanimously.
	6. Planning – SN proposed himself, seconded CT, agreed unanimously.
6. Appointment of Committees:
	1. Personnel PB Chair, JB will now step down as Chair of council, ET proposed to continue ,seconded JB, agreed unanimously, TB proposed to join, seconded ET, agreed unanimously.
	2. Youth & Recreation KD chair, ET proposed to remain, seconded PB agreed unanimously, AF proposed herself, seconded PB, agreed unanimously.
	3. Environmental Committee CT chair proposed to continue agreed unanimously. SN proposed himself, seconded JB, agreed unanimously. KD to remain, agreed unanimously.
	4. SGH management committee: TB proposed himself, ET seconded, agreed unanimously, ET proposed herself, TB seconded, agreed unanimously. AF proposed herself, seconded JB, agreed unanimously.
7. Public Participation: Resident Chris Walter spoke re Haberdasher’s development. No sign posted at site as yet. He is concerned it that it should be more than just neighbours are aware of this planning application, and that 30days consultation date is measured from when notice published. JB proposed that an extraordinary parish council meeting is convened to discuss whole application, PB seconded, agreed unanimously **ACTION:** Clerk & Cllrs to liaise on suitable date asap.
8. Approval of the minutes of the Extraordinary Parish council meeting of 28.02.23, JB proposed, seconded CT, AW abstention, agreed by majority, and Parish Council Meeting 16.03.23 Minutes proposed JB, seconded PB, AW abstention, agreed by majority.
	1. Matters arising: Memorial Plaque for ERII, TB – discuss June meeting; Meeting with Inspire to Aspire KD – complete KD will update at June Meeting; Defib Maintenance query S Jepson – CT will follow up; Drain/Gulley cleaning, Bourton Rd & Greenway complete. Remedial action at Bus Shelter now has knock-on effect on Mill Close – SN will follow up with L Stowe; EV Charging, All, SN is attending a webinar at end of month and will report back at June meeting. CT proposed that EV committee work on this together; Letter to CDC re removal of apple trees, Clerk, complete; Haberdasher’s development, all Cllrs to feedback opinions to clerk, none received, to be reconsidered now new Lead Cllr for planning in place; Advise BSSC of Grant Award, Clerk, complete; Leaflet text CT, review June; Liaise with Sam for Coronation bunting placement, Clerk, complete; Village costings & ideas for Coronation, ET & Clerk, awaiting invoices; Push Test in Cemetery, JB & Clerk, complete, will report in June; Father Brown film permit, Clerk, invoice sent, Film permit to be researched for next year; Lower Street email from resident re safety, Clerk to forward to L Stowe, complete; BPC to authorise Bad Co. to use Churchill Close for Rain or Shine performance subject to copy of public liability insurance being received by Clerk, received complete; Advert in The Voice inviting representations and updates from Parish clubs and community groups for Annual Parish Meeting, Clerk, complete.
9. Planning: review of current planning applications circulated prior to meeting
	1. New Haven Greenway Road, amended submission, no significant change to original plan- biodiversity comments still stand.
	2. Haberdasher’s, convene extraordinary meeting **ACTION**: Clerk & full council
10. Finance – Cllr Bryan
	1. Finance Report for 16.03.23 – 31.03.23 JB proposed to accept, seconded CT, AF abstention, agreed by majority.
	2. Finance Report for 01.04.23 -16.05.23 JB proposed to accept, seconded CT, AF abstention, agreed by majority.
	3. Internal Audit Report – JB proposed to defer to June, seconded CT, agreed unanimously.
	4. Parish Asset Register – JB proposed to accept, seconded CT, agreed unanimously.
	5. End of year Bank reconciliations as of 31.03.23 – JB proposed to accept, CT seconded, AF abstention, agreed by majority.
	6. Bank reconciliations as of 30.04.23 – JB proposed to accept, CT seconded, AF abstention, agreed by majority.
	7. 2022/23 Annual Governance Statement (AGAR part 1) – JB proposed to defer until June, CT seconded, agreed unanimously.
	8. 2022/23 Annual Accounting Statement (AGAR part 2) – JB proposed to defer until June, CT seconded, agreed unanimously.
	9. Approve expenditure from 17.03.23 – 31.03.23 – JB proposed, CT seconded, AF abstention, agreed by majority.
	10. Approve expenditure from 01.04.23 – 16.05.23 – JB proposed, CT seconded, AF abstention, agreed by majority.
	11. Approve Financial Regulations Policy 2023 – JB proposed, TB seconded, agreed by majority.
	12. Approve Standing Orders 2023 –JB proposed, CT seconded, AF abstention, agreed by majority.
	13. Propose purchase of Gallaghers Local Council Scheme insurance – JB proposed, CT seconded, abstentions TB & AF, agreed ET, PB, SN & KD.
	14. Approve Risk Management Procedures – JB proposed, CT seconded, agreed unanimously.
	15. Approve Rates for Members Allowances & Expenses – JB proposed to defer to June, CT seconded, agreed unanimously.
	16. Approve Remuneration Panel of CDC – JB proposed to defer to June, CT seconded, agreed unanimously.
	17. Approve continuation of Clerk’s registration in the NEST pension scheme – JB proposed, CT seconded, agreed unanimously. **ACTION:** Personnel committee to check MO pension eligibility
	18. Approve BACS payments as stated in Financial Regulation 24.9. – JB proposed, TB seconded, agreed unanimously.
	19. Approve the Direct Debit Payments- JB proposed, TB seconded, agreed unanimously.
	20. Award 23-24 Grounds Maintenance Contract, details circulated prior to meeting. JB proposed to accept tender from Thomas Fox, KC seconded, TB abstention, agreed by majority. ACTION: Clerk to advise T Fox and other bid.
	21. Approve use of Village Green, Paxford for ‘Paxfest’ 29.07.23 & Grant application for Staging & portaloos for ‘Paxfest’. JB proposed we allow use of Green providing we see Public Liability insurance, CT seconded, agreed unanimously. Grant application JB proposed council reject as it does not meet the Grant policy criteria, it is a ticketed event (see 3.a). However, BPC are happy to support in other ways. CT seconded, agreed to refuse unanimously. ACTION: Clerk to advise applicant
11. Policies to approve:
	1. Code of Conduct 2023
	2. Social Media Policy 2023
	3. Grants Awarding Policy 2023
	4. Data Protection Policy 2023
	5. Health & Safety Policy 2023
	6. Grievance Policy 2023
	7. Complaints Policy 2023

JB proposed to defer to June, CT seconded, agreed unanimously.

1. Clerk’s update & Correspondence log
2. No other business
3. Date of next meeting: Thursday 15th June Draycott Mission 7pm

Meeting closed 19.59

Approved by Blockley Parish Council:

**Signed: ………………………………………………….. Print: ………………………………………….**

**Date: ………………………….**