



# WATERPERRY with THOMLEY PARISH COUNCIL

14<sup>th</sup> July 2022

Minutes of Waterperry with Thomley Parish Council meeting held in the classroom  
at Waterperry Gardens on Thursday 14<sup>th</sup> July 2022 at 7:00pm

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## MINUTES

Present: Sue Parker (Chairman), Lawrence Wootten (Deputy Clerk/RFO), Daryl Atkinson,  
Simon Melton

### Actions

- 1) No apologies for absence.
- 2) There were no declarations of interest, gifts or hospitality.
- 3) No items raised.
- 4) No reports received.
- 5) (a) Minutes of the previous meeting on 25<sup>th</sup> May approved and signed by the Chairman and will be added by the clerk to the website and posted on the village noticeboard. **LW**  
(b) Lawrence reported that he had received confirmation from the External Auditor that our Certificate of Exemption from External Audit had been received. He also reported that the Barclays Main Account had been closed and the Unity Trust Instant Access Account was now open.
- 6) a. Finance report and reconciled bank statements were presented, discussed and agreed as accurate.  
b. Lawrence presented a proposed breakdown of the Parish Council's Allocated Reserves, which were discussed and agreed at £6330 and will be added to the financial section of the website. It was agreed to transfer this sum from the Unity Current Account to the Unity Instant Access Savings Account. **LW**  
c. The following invoices for payment were approved – Lawrence to set up the payments on the Unity Trust online account – Daryl and Sue to authorise: **LW**
  - R Taylor Landscapes – Recreation Ground/Verge Cutting - £138.00
  - Waterperry Farm Shop (W&L Selmes) – Groceries for Village Jubilee Party - £458.47
  - Sally Atkinson – Queen Elizabeth cut-out for Village Jubilee Party - £39.94
  - Jacqui Connelly – First Aid Kit + children's crafting materials for Village Jubilee Party - £85.83
  - Helen Marshall – Groceries for Village Jubilee Party - £92.91
  - Lawrence Wootten – 123-Reg Email subscription ([mail@waterperry.org](mailto:mail@waterperry.org)) - £43.06
  - Lawrence Wootten – Domain renewal for waterperry.org (from 08/2021) - £19.19
  - Royston Davis – Travel expenses for OALC Great Bourton course - £29.70
  - HMRC – PAYE on clerk's salary for May and June – 2 x £19.19

- d. It was agreed that the Parish Council should register with the Information Commissioner's Office (British Data Protection Authority) at a cost of £35 per year by Direct Debit. Lawrence to investigate if a Direct Debit from the Unity Trust Account can be set-up online or if a mandate form needs to be signed and posted. **LW**
- e. It was agreed that the Chairman should have a dedicated email account ([chairman@waterperry.org](mailto:chairman@waterperry.org)) for Parish Council business. The account wouldn't need as much storage as the clerk's email account, so should cost less than £20 per year. Lawrence agreed to investigate with 123-Reg. **LW**
- 7) No planning applications to consider.
- 8) a. No further progress on the land registration of the recreation ground. Sue to continue investigating and look into membership of the Oxfordshire Playing Fields Association. **SP**
- b. Lawrence had sent a delivery reminder to the supplier of the new recycled octagonal picnic table, and was told that delivery would be in the next two days. Lawrence reported that goal net was ripped and would need replacing, and it was agreed to purchase a replacement – he agreed to find a supplier and price. Once the new recycled plastic octagonal picnic table is delivered, Royston and Lawrence will arrange positioning the new furniture in the Recreation Ground and will assess other work required. **LW**
- c. Sue had been in touch with Mark Bostock, Principal Officer with Highways Maintenance Team with Oxfordshire County Council Highways Department and he will be visiting the village soon to advise on possible ways forward regarding verge protection and maintenance. **SP**
- d. It was agreed that the village phone box housing the defibrillator should be repainted as part of the Jubilee celebrations using funds from allocated reserves, although finding a contractor to do it may take a while. Sue agreed to ask within the village if anyone knows a reliable/reputable painter. **SP**
- e. Simon had found some good suppliers and designs for a new village noticeboard. It was agreed that a new village noticeboard should be large enough to house 8 sheets of A4 paper and Simon agreed to get some quotes based on that size. **SM**
- f. The Parish Council had not received a request for a financial contribution to an autumn Harvest Supper event but was in favour in principle of supporting such an initiative.
- 9) a. No training courses to approve at present.
- b. Royston had attended the OALC Recreation Grounds course at Great Bourton on Wednesday 13<sup>th</sup> July.
- 10) The Parish Council had received a vote of thanks from the Village Jubilee Working Party for helping to facilitate Waterperry's Platinum Jubilee celebrations. It was agreed that the event had been a great success.
- 11) Items to be added to the agenda for the next meeting
- (i) Purchasing a tree to replace the flowering pear tree on Green Ground that has died and been removed
  - (ii) Planting a hedgerow along the southern boundary of the Recreation Ground

12) Date of next meeting – Thursday 1<sup>st</sup> September 2022, 7.00pm, Waterperry Gardens Classroom

Meeting closed at 9.00pm

Sue Parker  
Chairman

Lawrence Wootten  
Clerk/RFO