



WATERPERRY with THOMLEY PARISH COUNCIL

8th June 2023

Minutes of Waterperry with Thomley Parish Council meeting held in the classroom
at Waterperry Gardens on Thursday 8th June 2023 at 7:00pm

Contact: Lawrence Wootten (Clerk/RFO)

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MINUTES

Present: Sue Parker (Chairman), Lawrence Wootten (Clerk/RFO), Daryl Atkinson,
Caroline Monteith, one parishioner
Apologies: Royston Davis, Simon Melton

Actions

- 1) Apologies received from Royston Davis and Simon Melton.
- 2) There were no declarations of interest, gifts or hospitality.
- 3) Concerns about road safety on the bend at the entrance to the village were raised. Sue agreed to raise those concerns at her meeting with OCC Highways Dept, scheduled for 14th June. **SP**
- 4) Report from Tim Bearder (District or County Councillor) had been received and circulated by email.
- 5) a. Minutes of the previous meeting on 11th May 2023 approved and signed by the Chairman and will be added by the clerk to the website and posted on the village noticeboard. **LW**
- 6) a. Finance report and reconciled bank statements were presented, discussed, and agreed as accurate.
On 3rd June 2023 the balances of the bank accounts were as follows:
Unity Trust Current Account - £4326.45
Unity Trust Instant Saver Account (Allocated Reserves) - £6388.63
Barclays Village News Account - £360.17
- b. Lawrence explained the need to correct the 2022-2023 Accounting Statements (AGAR Section 2). A corrected document was approved and signed and will be published on the website. **LW**
- c. The Internal Audit Report 2022/23 was received and will be published on the website under Finances 2022-2023. **LW**
- d. (i) It was agreed to submit a Certificate of Exemption to the External Auditor for the 2022-2023 tax year – signed by Chairman and Responsible Financial Officer. To be sent to the External Auditor and published on the website. **LW**
- (ii) The Annual Governance Statement 2022-2023 was completed and will be added to the website. **LW**
- (iii) The Audit Accounting Statements 2022-2023 were agreed, signed and will be added to the website. **LW**
- (iv) The dates for the Exercise of Public Rights were agreed as Monday 12th June to Friday 21st July 2023. Lawrence to publish on the village noticeboard and on the website. **LW**
- (v) Statement of Variance 2022-2023 were agreed, signed and will be published on the website. **LW**

- e. 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/SP/DA**
- | | |
|--------------------------------------|----------|
| Jane Olds (Internal Audit 2022-2023) | £ 200.00 |
| Richard Taylor Landscapes | £ 156.00 |
| Richard Taylor Landscapes | £ 234.00 |
- 7) *P23/S1578/FUL - Land to the north of nos 1 & 2 Spinney Cottages, Waterperry Gardens* **DA/SP**
 The council had a number of reservations relating to the application and resolved to object to it. Daryl agreed to draft a response on behalf of the council, which Sue would forward to the Planning Officer.
- 8) a. No further progress to report as yet.
- b. Lawrence would contact the manufacturer of the recreation ground play equipment to ask if they provide a maintenance and repair service. **LW**
- c. Lawrence reported on the costs of large, weighted plastic road cones as a possible means of protecting village verges during reconstruction. It was agreed to wait before ordering, since there was a possibility that funding might be available through Oxfordshire County Council – Sue was investigating. **SP**
- d. Ongoing – Sue had found a possible contractor who might be able to carry out the painting/refurb of the telephone box. **SP**
- e. Sue agreed to check the positioning of a replacement village noticeboard with OCC Highways. **SP**
- 9) a. List of OALC training courses circulated to councillors. It was agreed to book Caroline onto the OALC Roles and Responsibilities Course and Councillor Fundamentals Course. **LW**
- b. No new activity to report.
- 10) No new correspondence to report.
- 11) No items raised for information or next agenda.
- 12) Date of next meeting – Thursday 13th July 2023.

Meeting closed at 9.00pm

Sue Parker
Chairman

Lawrence Wootten
Clerk/RFO

