



WATERPERRY with THOMLEY PARISH COUNCIL

7th April 2022

Minutes of Waterperry with Thomley Parish Council meeting held in the classroom
at Waterperry Gardens on Thursday 7th April 2022 at 7:00pm

Contact: Lawrence Wootten (Clerk/RFO)
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MINUTES

Present: Sue Parker (Chairman), Lawrence Wootten (Deputy Clerk/RFO), Daryl Atkinson,
Royston Davis, Tim Bearder (County & District Councillor)
Apologies: Simon Melton

Actions

- 1) Apologies from Simon Melton
- 2) There were no declarations of interest, gifts or hospitality.
- 3) No members of the public present – no items raised.
- 4) The Council received the report from Tim Bearder, our County and District Councillor.
- 5) (a) Minutes of the previous meeting on 3rd March 2022 sent to all councillors approved and signed by the Chairman and will be added by the clerk to the website and posted on the village noticeboard.
(b) (i) Lawrence reported that under Item 5d, a P45 had been issued to the previous clerk, all necessary payroll action had been taken his employment as the new clerk, and a return had been sent to the Pensions Regulator stating that the clerk's salary is non-pensionable.
(ii) Item 7c – Lawrence reported that the new park bench had been delivered by Glasdon and was ready to be installed in the Recreation Ground

Clerk

LW/RD

- 6) a. Finance report and a reconciled bank statement was presented, discussed and agreed as accurate. Lawrence reported that the first half of the annual precept (£3575) had been received from SODC.
- b. The following payments were agreed – to be made from the Unity Trust online account. Lawrence to set-up the payments as RFO; Sue and Daryl to check details and authorize payments:

**LW/SP/
DA**

Clerk's salary – Lawrence Wootten - standing order of £112.92 per month
HMRC – PAYE for clerk's monthly salary - £28.00
OALC Annual Subscription - £150.00
SLCC Annual Subscription - £75.00
Glasdon UK Ltd (park bench) - £847.33
Elite Bounce Ltd (bouncy castle) - £180.00
Communicorp Ltd (Jubilee Mugs) - £527.23

- c. It was resolved to close the Council's main account with Barclays Bank and transfer the balance to the Unity Trust account. Lawrence to arrange for relevant paperwork to be available for signing at the next meeting.

LW

- d. It was resolved to open an Instant Access Savings Account with Unity Trust for the Council's allocated reserves. Lawrence to arrange for relevant paperwork to be available for signing at the next meeting. **LW**
 - e. It was agreed to set up a monthly Standing Order for the Clerk's salary (see item 6b above).
 - f. It was agreed to offer the full allowance of £6 per week for homeworking, but may not be possible through payroll. Lawrence happy to make an individual claim through his tax return if necessary.
 - g. OALC membership for 2022/2023 was agreed (see item 6b above).
 - h. It was agreed to pay the clerk's subscription to SLCC for 2022/2023 (see item 6b above)
 - i. Annual Meeting of the Parish Council still planned for Wednesday 25th May – no further arrangements necessary at present.
- 7) No planning applications to consider.
- 8) a. No further progress on the land registration of the recreation ground. Sue to continue investigating. **SP**
- b. Unable to report on the Recreation Ground Working Party as they had yet to meet up and assess work required in the Recreation Ground. **LW**
It was agreed that the Council would continue to use R Taylor Landscapes for mowing the recreation ground and village verges. Lawrence to email Richard Taylor to confirm. **LW**
- c. It was agreed that the fences around the pear trees on Green Ground were no longer necessary and could be removed. Lawrence and Royston to action. **LW/RD**
- d. The Jubilee Party Working Group reported back to the Parish Council – the Jubilee Party would now be at the Old Rectory. It was agreed that the Parish Council would hire a bouncy castle for the party at a cost of £180 (see item 6b above). It was also agreed to purchase 72 Jubilee Mugs at a cost of £527.23 (see item 6b above) to be distributed free to all children under 18, with the remainder available to parishioners who wished to buy them at cost from the Parish Council. Lawrence to check with the Council's insurers that sufficient public liability cover is provided by our existing policy. **LW**
- e. No further progress to report as Simon was unable to attend.
- 9) a. Royston agreed to attend the Parks, Play Areas & Equipment training course being run by OALC at Great Bourton on 13th July. Lawrence to contact OALC and book the course for Royston. **LW**
- b. Lawrence reported that he had completed the ILCA Clerk's course (Introduction to Local Council Administration) and would now be starting the FILCA Clerk's course (Financial Introduction to Local Council Administration). **LW**
- 10) No correspondence received.
- 11) (a) Sue suggested that refurbishment of the defibrillator phone box should be added to the agenda for the next meeting.
- 12) Date of next meeting – Annual Meeting - Wednesday 25th May 2022, 7.00pm, Waterperry Gardens Classroom

Meeting closed at 9.00pm

Sue Parker
Chairman

Lawrence Wootten
Clerk/RFO