

HINTON WALDRIST PARISH COUNCIL

Clerk: Mrs Allison Leigh, 26 Eaton, Abingdon, Oxfordshire, OX13 5PR

Telephone: 01865 865 876 [E-mail: pc.hwaldrist@gmail.com](mailto:pc.hwaldrist@gmail.com)

Minutes of Hinton Waldrist Parish Council Annual Meeting held on Tuesday 18th May 2021 at the Village Hall

Present: Mr Hugh Hamill (Chair) (HH), and Councillors, Mr Peter Evans (PE), Mrs Debbie Cordery (DC) and Stephanie Stott (SS)

One member of the public attended (JB)

21/1: Appointment of Chairman: Hugh Hamill was nominated and appointed the Chairman.

21/2: Appointment of Vice Chairman: Alison Geary was nominated and appointed Vice Chairman

21/3 Signing of Declaration of Acceptance forms by Chairman and Vice Chairman: Forms were sent to HH and AG and will be collected by the clerk once signed.

21/4: Standing Orders, Risk Assessment and Financial Regulations: The Council's standing order's risk assessments and financial regulations were adopted in line with previous years.

21/5: GDPR Policies: The council adopted the Staff Privacy Notice and General Privacy Notice. There were no changes to these from the previous year.

21/6: Bank Signatories: 4 signatories confirmed. HH / AG / DC / PE

21/7: Apologies for absence: Apologies for absence from Alison Geary; Judith Willis who were unable to attend and from the Parish Clerk who was unable to attend via Teams for technical reasons.

21/8: Declarations of Interest - None

21/9: Public questions and statements:

The item at No.21/15 was brought forward and discussed at this time. JB had contacted councillors in advance to enquire whether the provisional date for the Big Lunch in June would proceed. HH explained that on 27th June neither HH / AG or DC were available to organise the Big Lunch. If it were to proceed as a HWPC event it would need at least two councillors to take on that responsibility and be present on the day. Given the current uncertainty over Covid and the lack of councillors on that day the PC felt it would be better to put the event off until September and re-consider the date at the next meeting. JB indicated that she would organise a smaller event for the Row to be held off the road, and would let local residents know of the arrangements but would not advertise it as the Big Lunch. This would not be a HWPC event.

21/10: Minutes of the last meeting: The minutes of the meeting of the 9th March 2021 were agreed as true record of the meeting. HH to sign.

21/11: Reports from County and District Councillors: Online report from Councillor Avery received. Nil from County Councillor which was not surprising given her recent appointment.

21/12: Report from Police Constable Officer: Nil

21/13: Matters arising and not appearing elsewhere on the agenda: PE raised an issue in relation to the dangerous condition of the bench opposite the village hall. Given previous discussions about trying to improve the village and the current fiscal position he proposed that we purchase a new bench for residents. This was agreed by all members. DC was tasked with sourcing the bench.

21/14: Parish Councillor Vacancy: Two members of the public have expressed an interest in being co-opted. HH to invite them to an interview with AG / SS and they are to make recommendation to the next meeting.

21/15: The Big Lunch: See above at 21/9

21/16: Annual Parish Emergency Planning Survey – OCC: Discussed – Further reading required

21/17: Planning:

Planning applications

| <u>Planning Number</u> | <u>Address</u> | <u>What</u> | <u>HWPC Comment</u> |
|-------------------------------|------------------------------------|-------------------------------------|---|
| P21/V1136/HH, | The Old Rectory Hinton Waldrist | Proposed erection of a 3-bay garage | No objections from HWPC – AL to complete paperwork. |

Planning decisions – These were noted, and that work had not yet commenced, albeit preparatory work to secure the site had started.

| <u>Planning Number</u> | <u>Address</u> | <u>What</u> |
|-------------------------------|---|--|
| P21/V0003/FUL | Duxford Ford and land North of Duxford Duxford SN7 8SQ | Duxford Ford fish easement works, comprising the placement of blocks of natural stone in the river downstream of Duxford Ford to create a natural pool and improved flow conditions to aid fish passage over the Ford, together with remedial works to the bed and banks of the river downstream of the Ford to repair scour and bank erosion, signage |

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| | | |
|---------------|---|---|
| | | and interpretation board, a temporary construction access and temporary construction compound, and reinstatement of the site following completion of the works. |
| P20/V3225/FUL | Land North of Duxford Land forming part of Chimney Meadows Nature Reserve Duxford SN7 8SQ | Construction of Shifford Weir Fish Bypass, comprising excavation of a new approx 450m long naturalised fish bypass channel, including one culvert under existing flood embankment, wooden handrails to edge of culvert, use of excavated materials to improve BBOWT access for future management of the reserve, together with temporary construction accesses and temporary construction compound on land near public highway in Duxford, and reinstatement of land following completion of the construction works (as amplified by replacement planting shown on the ecology plan received 1st March 2021, and landowner responses on flood matters received 18 March 2021) |

21/18: Financial report:

- Reconciled balance as of 30th April 2021: £9399.78

Cheques authorised by members : AL to arrange for the cheques to be signed.

| <u>Payee</u> | <u>Item</u> | <u>Cheque number</u> | <u>Amount</u> | <u>Date</u> |
|---------------------------------|------------------|----------------------|---------------|-------------|
| Allison Leigh | Salary | 640 | 221.40 | 18/5/2021 |
| Allison Leigh | Expenses | 641 | 52.00 | 18/5/2021 |
| Society of Local Council Clerks | Membership – 20% | 642 | 35.60 | 18/5/2021 |

Receipts

| <u>From</u> | <u>Item</u> | <u>Amount</u> | <u>Date</u> |
|--------------------------------------|--------------------------------|---------------|-------------|
| HMRC | VAT return | 306.12 | 1/4/2021 |
| Vale of White Horse District Council | Precept – 1 st half | 1675.00 | 8/4/2021 |

Audit:

- **Certify the council can confirm itself as exempt and sign the Certificate of Exemption**
- **Review Internal Audit Report 2021 2022:**
- **Review and sign Annual Governance Statement 2020 2021**
- **Review and sign Accounting Statements for 2020 2021**
- **Review Annual Return with variances for the 2020 2021 audit**

The council confirmed that HWPC can confirm itself exempt and that the clerk can complete and lodge the Certificate of exemption.

HH / AL to sign statements above as appropriate.

21/19: Publications and correspondence: Nothing relevant to discuss arising out of communications sent to Council members by email.

21/20: Matters for report:

SS reported that she had had not had any further response from Savills in respect of the allotment application. In addition she reported that she had attended an online Training Event relating to the Assets of Community value. There is no right of appeal from the decision to de-register the allotments, but it did not preclude another application on changed circumstances.

21/21: Date of the next meeting: To confirm the date of the next Parish Council meeting as July 2021.