

# HINTON WALDRIST PARISH COUNCIL

Clerk: Mrs Allison Leigh, 26 Eaton, Abingdon, Oxfordshire, OX13 5PR  
Telephone: 01865 865876 [E-mail: pc.hwaldrist@gmail.com](mailto:pc.hwaldrist@gmail.com)

## **Minutes of Hinton Waldrist Annual General Meeting held at the Village Hall on Wednesday 23<sup>rd</sup> May 2018**

**Present:** Mr Hugh Hamill (Chair) (arrived late) (HH), Mrs Alison Geary (Vice Chair) (AG), Mrs Judith Willis (JW), Mr Peter Evans (PE), Mrs Debbie Corduroy (DC), Mr Anthony Williams (AW) and Mrs Stephanie Stott (SS)

**Also Present:** Mrs Allison Leigh (Clerk) (AL)

**18/1: Appointment of chairman (took place at end of AGM due to HH arrival):** Mr Hugh Hamill was proposed for Chairman by PE. DC seconded it.

**18/2: Appointment of Vice Chairman (took place at end of AGM due to HH arrival):** Mr Hugh Hamill nominated Mrs Alison Geary for Vice Chairman. PE and DC seconded that nomination.

**18/3: Standing Orders and Internal Controls (took place at end of AGM due to HH arrival):** The current Financial Regulations and Risk Assessments were adopted for the coming year. As in 2017 2018, the council agreed not to adopt OALC's Model Standing Orders, but to have regard to them if needed.

### **NORMAL MEETING (took place prior to the above due to HH arrival)**

**18/4: Apologies for absence:** County Councillor Anda Fitzgerald-O'Connor (AFO)

**18/5: Declarations of Interest:** PE, DC and AG declared an interest in the allotments

**18/6: Public questions and statements:** None.

**18/7: Minutes of the last meeting:** The minutes of the meeting of 20<sup>th</sup> March 2018 were approved and signed with 2 typos crossed out.

**18/8: Reports from County and District Councillors:** There was no report from the District Councillor. County Councillor AFO sent AL a note about the A420 and indicated that she believed the road engineers have done the inspection, but she has not heard the outcome and is trying to chase it up. She also indicated there is the question of any further capacity along the A420 from yet more housing development to be considered by the county council.

PE raised the issue of the speed cameras flashing. He had heard they are not currently operating due to funding. The possibility of average speed cameras was raised. The council would like to explore the cost of this as perhaps the councillor grant could cover it or part of it. AL to ask Robert Maris about coming to the council's next meeting.

**18/9: Report from Police Constable Officer:** AL presented May's Neighbourhood Policing Report.

**18/10: Update on bus service from Hinton Waldrist to Oxford:** Mr Peter Evans reported the bus had 2 passengers from HW on 23/5/18. The numbers seems to be going down rather than up. The possibility of a drop off at New Road or the Westgate is being reviewed by the 3 Villages Bus Group. It was also noted that when PE moves away from the village, JW is happy to collect the donations for the bus service. Once the matter of the drop off is decided, PE will update the information to DC to produce flyers, which SS will distribute to the village.

**18/11. VoWH Local Plan 2: A request to endorse FLAG's submission to the Inspector:** AL reported that she had received an e-mail from John Bradley, on behalf of the Fyfield Land Action Group (FLAG). He asked if the council would, in principle, be willing to endorse their written submission opposing the Land East of Kingston Bagpuize development. The council agreed to endorse this and AL will inform John Bradley.

## 18/12: Planning

<u>Planning Number</u>	<u>Address</u>	<u>What</u>	<u>Date Received (via email)</u>	<u>Response/date</u>
P18/V0499/FUL	2 Duxford Farm Cottages Duxford FARINGDON	Change of use of land to residential garden and creation of gravel track from existing field gate to off road parking area by house.	17/4/18	29/4/18: Hinton Waldrist Parish Council has no overall objections to this planning application. The council suggests that the gate should be set back one car length. This would allow entering vehicles to pull off the road whilst the driver gets out to open said gate before driving in.
P18/V0828/HH and P18/V0829/LB	St Giles Cottage High Street Hinton Waldrist Faringdon SN7 8RN	Construction of timber shed to form workshop and study to replace existing shed Enlargement of front paved forecourt Replacement of fencing and gates, 1.8m high Enlargement of paved patio area.	26/4/18	The council agreed to respond with no comments to this application. AL will note this on the Vale of White Horse site as she has obtained an extension on the respond due date.

## 18/13: Financial report: Account balance as of 27/3/18: 3,756.16

Cheques authorised:

<u>Payee</u>	<u>Item</u>	<u>Cheque no.</u>	<u>Amount</u>	<u>Date</u>
3 Villages Comet Bus Group	Bus donation	567	100.00	8/4/18
Hinton Waldrist Village Hall	Room hire	568	20.00	23/5/18
Allison Leigh	Salary and expenses (included SLCC membership)	569	279.60	23/5/18

*Review Internal Audit:* AL reported the accounts had been reviewed by Audrey Gibbons who deemed them in good order.

*Review and sign External Audit:* HH and AL signed the Annual Governance and Accountability Return for 2017/2018. This will be sent to the external auditor the week of the 4<sup>th</sup> June.

AL reported that she had received a donation request letter from Oxfordshire Association for the Blind. The council advised that it would like to review all donations in the December meeting. AL to inform them.

## 18/14: Publications and correspondence: None.

# HINTON WALDRIST PARISH COUNCIL

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

Telephone: 01865 865876 [E-mail: pc.hwaldrist@gmail.com](mailto:pc.hwaldrist@gmail.com)

## 18/15: Matters for report:

- It was reported that the Seven Voices may not be able to put in the poster for the Big Lunch. The council asked if they could put an amended version in so that it could be advertised. AL to check with Pam Edwards of the Seven Voices.
- AL reported that she had been on a course regarding GDPR. She had been informed that the council needs a Data Protection Officer (DPO) and that person cannot be the clerk. Oxfordshire Association of Local Councils (OALC) have since advised that the regulation on this may change and councils may not be required to have a DPO. AL contacted the Society of Local Council Clerks who advised the decision on a DPO would not be decided until the 25<sup>th</sup> May and that at this stage, councils need to prove they are working toward compliance. AL indicated that as she has done a data audit and has been on training and therefore the council is working toward this compliance. She advised that once the rulings have been made on the 25<sup>th</sup>, she will ascertain exactly what is legally required of Parish Councils.
- AL enquired as to the type of defibrillator the council is looking to get. It was agreed that the council wishes to have one where someone would dial 999 in an emergency to get it unlocked. AL will apply for the OCC grant asap.
- The Big Lunch was discussed:
  - HH will get £95 in cash for the entertainer on the day.
  - Lisa Green volunteered to act as a first aider.
  - HH will pick up the road signs.
  - HH will do a risk assessment and provide a gazebo, if needed.
  - PE has arranged for road closures during the event.
  - SS will distribute leaflets to the village.

- There was a discussion around the possibility of looking into the cost for the floor to be replaced in the Village Hall and that the OCC grant could possibly be used for this.

- SS reported that she had been on OALC's Roles and Responsibilities course. She said this was a very informative course with a lot of information in a short period of time. She has an updated version of the Good Councillors Guide as well as the notes from the meeting should anyone wish to review them.

**18/16: Date of the next meeting:** Council agreed that the next meeting will be held at 7:45pm Tuesday, the 17th July in the Village Hall.

Meeting finished at 8:45pm

.....  
Minutes approved by Chairman

Dated: 17/7/18