

Minutes of an Annual Parish Council Meeting
Of Broughton Parish Council
Held at St Marys House, Broughton
On Monday 16th May 2016 at 7.00pm

Councillors Present

Mrs Leech, Chairperson, Councillors: Mr Byrne, Mr Gardiner, Mr Howarth, Mr Wolstencroft and Clerk to the Council, Mrs C Coles

1. Elections

1a. Election of Chairperson

Cllr Leech was elected to be Chair. Proposed by Cllr Byrne. Seconded by Cllr Wolstencroft.

1b. Signing of Declaration of Acceptance of Office form

The form was signed by Cllr Leech.

1c. Election of Vice-Chairperson

Cllr Howarth was elected to be Vice-Chair. Proposed by Cllr Wolstencroft. Seconded by Cllr Byrne.

2. Apologies

Parish Clerk (broken wrist)

3. Declarations of Interest

No interests were declared.

4. To approve the minutes of the meeting of 18th April 2016

The minutes were approved and signed.

5. Matters Arising

Bottle Bank – Is being emptied but has not been moved by CDC yet. The Chair to chase.

6. To receive an update on the Queens 90th birthday celebrations

A grant application for £250.00 from CDC has been paid into the bank. The end of grant form has to be filled in after the event. A discussion took place of who would do what and names of helpers. It was agreed that if a surplus is made, then half will go towards the social group and the other half to the Parish Council.

7. Financial Report

a) Balance Information

The Clerk reported an account balance of £1461.55.

b) The following payments were approved under statutory powers:

£26.00 to Banbury Print and Design (APM letters)

£70.00 TO R M Fletcher (internal audit)

£17.00 to SLCC (membership)

£522.90 to Came & Company (insurance)

Cllr Gardiner reminded the Chair that he had not been given the third party bank signatory form. The Chair to get a form.

c) To approve Sections 1 and 2 of the Annual Return 2015/16

The internal audit has been carried out. The Annual Return was presented to the Council and Sections 1 and 2 were duly signed.

8. Correspondence

The following correspondence had been received since the last meeting:

- NNPC, Grass cutting grant
- CDC, Update on lease for car park
- OCC, Oxfordshire Together update
- Cllr Taylor of Swalcliffe Parish Council, speeding equipment
- Christine Hayes of 26 Danvers Close, Fencing issues around Electrical substation
- CDC, Cherwell Parish Liaison meeting on 8th June
- PCSO Claire Brennan, Various
- Sgnt Becky Fishwick, Thames Valley Police Priorities for year

Christine Hayes of 26 Danvers Close, Fencing issues around Electrical substation. Mrs Hayes concerns were raised and discussed. All Councillors agreed that the fence was okay now. Christine thanked the Parish Council for listening to her. The Chair to report back to Western Power.

Mr and Mr Owen have concerns about parking of a tractor on a public road. Councillors agreed that it is a public highway and parking cannot be stopped there. The Chair to reply.

A letter was received from Mrs Hambidge of 39 Wykham Lane re a structure at 37 Wykham Lane after the agenda had been issued. Councillors agreed that it is a temporary structure and therefore would not need planning. Mrs Hambidge will be advised to contact Sanctuary Housing to see if residents need permission. The Chair to reply by email.

9. Councillors Reports

Cllr Gardiner will fix the church gate with a spring.

10. Date and time of next meeting

Monday 18th July 2016 at 7.15pm. Apologies were received from Cllr Byrne.

The meeting closed at 8.25pm.

