

Minutes of a Parish Council Meeting
Of Broughton Parish Council
Held at St Marys House, Broughton
On Monday 25th January 2016 at 7.15pm

Councillors Present

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

1. Apologies

Cllr's Gardiner and Cllr Wolstencroft

2. Declarations of Interest

Cllr Howarth declared an interest in the payment for St Marys House as he is Chair of the Committee.

3. To approve the minutes of the meetings of 14th December 2015

The minutes were approved and signed.

4. Matters Arising

Bottle Bank in car park – CDC have advised it will be placed in the car park on 2nd February.

5. To receive an update on the Oxfordshire Partnership Scheme and decide whether to accept the grass cutting grant offered by OCC

The Parish Clerk is still waiting to receive the maps of areas to be cut from OCC. Once they have been received she will ask Andrew Jon Bathe to quote. To be discussed at the next meeting.

6. To discuss the costs and setting up of the new village website

A domain name of broughton-oxon.uk has been registered and two years web space paid for. The total cost is £73.80 (to be reimbursed to Cllr Byrne). Cllr Byrne has looked at other local websites and felt the one in Tadmarton was a good one.

The cost for the website to be set up is £550.00-700.00. Once set up the Parish Clerk can upload pdf documents via a password.

Action: It was agreed to proceed with the setting up. Cllr Byrne to organise. The Chair to forward a suitable header for the website.

7. To discuss the closure of Giants Caves car park

An email had been received from Lin Richards regarding the decision made by CDC not to renew the lease with Laws and Fiennes for the car park at Giants Caves. The reason being that they did not want the cost of maintenance to the parking area and paths. There are two litter bins (one of which could be removed) and grass verges to be cut twice a year.

Councillors felt it would be a huge loss especially to people from Banbury who regularly use the area. It will have an impact on Broughton and North Newington as more people will visit Broughton park to walk their dogs. There will be more problems to sort out such as extra traffic, parking issues and dog mess.

Action: The Parish Clerk to write to CDC, Laws and Fiennes and the Clerk at North Newington Parish Council.

8. Financial Report

a) Balance Information

The Clerk reported an account balance of £3379.46.

b) To set the precept for 2016/17

The Parish Clerk had circulated a budget sheet. It was agreed to set the precept for 2016/17 at £3900.00.

- c) *To confirm that the Parish Council will remain opted-in to the Sector Led Body arrangements for the procurement of external audit*

Auditing procedures for smaller authorities continue as before but the procurement process will change from 2017. From the start of the 2017/18 financial year smaller authorities can choose to have their own auditor appointed to them by a new '**sector-led body**' (SLB) or they can decide to procure their own. Smaller authorities with a turnover of less than £25K will be exempt from having to submit an annual financial return but will need to have an auditor appointed in case there are questions from the electors to be resolved. The SLB will be the first point of contact in such a case. A small fee will be charged to cover the whole five year period and will be payable before the start of the new audit arrangements in April 2017. The one off SLB fee is estimated to be less than £100 however this may be subject to change as the SLB is set up.

It was agreed by all Councillors that the Parish Council will remain opted-in to the Sector Led Body arrangements for the procurement of external audit.

- d) *To discuss a donation for St Marys House and Thames Valley and Chiltern Air Ambulance*

It was agreed to give a donation to St Marys House for £75.00. The amount will be increased next year. Councillors decided not to give a donation to Thames Valley and Chiltern Air Ambulance this year.

9. **Planning**

No planning applications had been received since the last meeting.

10. **Correspondence**

- CDC, Spring Clean 2016
- Katharine House Hospice 25th Anniversary, donation request
- CDC, Rural Housing Pack

One item of correspondence was highlighted:

- CDC, Spring Clean 2016. The Parish Clerk to forward the email from CDC to the Chair. The Chair still has the equipment from last year which was never collected. It was agreed to do a spring clean on 12th March at 2pm.

11. **Councillors Reports**

A petition signed by 54 householders asking for a reduction in speed limit to 40mph along Wykham Lane from Broughton to the Bloxham Road has been signed. The Parish Clerk to forward to OCC.

The Chair has asked Hawthorne Lodge Vets if they would like to sponsor a dog bin. If they agree, there will be three sponsors and the next invoice can be split four ways with the Parish Council. It was noted that dog poo is being left in bags by the bridge near to the Waterworks. A new bin is being ordered and the Parish Clerk to ask Martin Fiennes if a laminated sign can be put up to advise of the new bin.

12. **Date and time of next meeting**

Monday 7th March 2016 at 7.15pm.

The meeting closed at 8.20pm

