

Draft Minutes of an Annual Parish Council Meeting
Of Broughton Parish Council
Held at St Marys House, Wykham Lane, Broughton
On Wednesday 9th May 2018 at 7.00pm

Councillors Present

Mrs Leech, Chairperson, Councillors: Mr Gardiner, Mr Howarth, Mr Wolstencroft

Clerk to the Council, Mrs C Coles

18/38. Elections

Election of Chairperson

Cllr Howarth proposed that Cllr Leech be Chairperson. This was seconded by Cllr Gardiner.

Signing of Declaration of Acceptance of Office form

Cllr Leech signed the form.

Election of Vice-Chairperson

The Chair proposed that Cllr Howarth be Vice-Chair. This was seconded by Cllr Wolstencroft.

All Councillors signed the Acceptance of Office form.

18/39. To receive apologies for absence

None.

18/40. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda

No interests were declared.

18/41. Public participation session

There were no members of the public present.

18/42. To approve and sign the minutes of the meetings held on 16th April 2018

The minutes of the meetings held on 16th April 2018 were approved and signed as a true record.

18/43. To note any matters arising from the minutes not included on this agenda for report only

Parking in Wykham Lane - CC had emailed OCC about putting yellow lines at the bottom of Wykham Lane to stop the parking near to the junction. OCC have replied to say that yellow lines need the backing of a Traffic Regulation Order which requires legal work, consultation and is expensive. They have suggested putting Keep Clear markings. The demand for line maintenance budget is enormous and there is no guarantee it will be done. It was agreed to ask OCC for Keep Clear road markings.

Car park sign – The sign has been installed and the pole is to be painted. The Chair is to arrange a tidy up of the area.

18/44. To discuss parking issues in the village

Complaints have been received about inappropriate parking from users of the swimming pool in Wykham Lane. The Parish Council is to look into this further.

18/45. To consider matters raised at the Annual Parish Meeting

The bench in the Jubilee Gardens and notice-boards will be varnished by two volunteers. A working party will tidy up Jubilee Gardens in the Autumn time.

18/46. Financial Report

a) Update on bank balances

The Clerk reported an account balance of £6334.43.

b) The following payments were approved under statutory powers:

£192.19 to CDC (emptying of dog bins)

£50.00 to M Cherry (cutting of verge in Sandfine Road)

£80.00 to R Fletcher (internal audit)

£500.00 to A Bathe (grass cutting)

c) Annual Governance and Accountability Return 2017/18 Part 2

To approve and sign the Certificate of Exemption and Sections 1 and 2

The internal audit has been done. The Certificate of Exemption and Sections 1 and 2 were presented to the Council, approved and signed by the Chair and RFO.

18/47. The following correspondence had been received and circulated:

- Aplin Solicitors, Original lease for car park in Wykham Lane
- Citizens Advice, Donation request
- Oxfordshire Association for the Blind, Donation request
- OALC, Salary Award
- CDC, Statement of Persons Nominated
- OALC, Proposed Amendment to Data Protection Bill exempting Parish Councils from DPO requirements
- OCC, Invitation to event to hear priorities, plans and questions
- CDC, Cherwell Parish Liaison Meeting – Revised Date 20th June

18/48. To receive Councillors Reports

The Chair advised that the grass cutting team may cut whilst she is on holiday.

18/49. Date and time of next meeting

Monday 2nd July at 7pm.

The meeting closed at 7.30pm.

