**Meeting Type** Ordinary

**Date**  Monday December 12th 2022

**Time**  19.15

**Venue**  Tysoe Village Hall, Main Street, Tysoe

**Councillors Present** David Roache (Chairman), Jacqui Sinclair (Vice-Chairman), Malcolm Littlewood, Matt Jarvis-Cleaver, John Tongue, James Bardey, Alison Cross

**Apologies**  DC John Feilding

**In Attendance** Cllr Chris Mills, Charmaine Swift (Parish Clerk & RFO)

**Members of the Public 1**

**118. WELCOME and APOLOGIES**

Cllr Roache introduced the meeting and welcomed everyone.

Apologies were received from District Councillor John Feilding.

Cllr Roache wished the minutes to reflect a vote of thanks to Jane Millward who resigned from the Parish Council two weeks ago. He noted that Jane had worked not only as a Parish Councillor for some years but had also been Clerk, and he wished to thank her for all of the help and assistance she had given to everyone during that time.

**119. DECLARATION OF INTERESTS**

Cllr Sinclair declared a pecuniary interest in Frank Manning who carried out the planting of the Jubilee memorial Tree.

**120. CONFIRMATION OF MINUTES**

The Council confirmed the minutes of the Ordinary Meeting of November 14th 2022 as a true and accurate record of the meeting. Cllr Roache signed the minutes.

Proposed Cllr Cross Seconded Cllr Tongue All in Favour

**121. PUBLIC FORUM – 15 MINS ONLY**

A member of the public wished to express his thanks to the Parish Council for all the hard work put into the Anaerobic Digester objection document. Cllr Roache thanked the gentleman and said that many others from the village and other parishes had put a lot of hard work and research into the document also, and thanked them also.

**122. WARD MEMBERS UPDATE**

1. CC Chris Mills. Cllrs acknowledged receipt of a report from Cllr Mills **Ref: Doc 122a**

Cllr Mills pointed out that there was a lot of help available to people in the County. He highlighted the paragraph concerning loneliness. Cllr Cross said she had posted many of the links from CC Mills report onto her Facebook page, and asked if the Clerk would post the information about Scarlet fever.

**Action: Clerk to post information about Scarlet Fever from CC Mills report onto Parish Facebook Page. Actioned 13.12.22**

**123. CORRESPONDENCE**

1. Doctors’ Surgeries Doc 122a

Val Ingram has sent an email regarding Shipston’s GP Surgery, warning local parishes that due to building work there will be a huge amount of pressure on GP’s due to the rising number of patients. Discussions took place regarding this issue and Councillors agreed that they should join with other Parishes to see what could be done to help.

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Proposed: Cllr Cross Seconded: Cllr Littlewood **All in Favour**

1. Cllr Roache advised everyone that there was a consultation being held on January 12th regarding budgeting for the Police for the coming year. The email had been circulated previously to Parish Councillors and the link to the consultation was embedded within the email should anyone wish to join in the consultation.
2. Cllr Roache said that he had received a telephone call regarding the Local Post office being in such a poor state that it might close in a year. He said that he was going to attend a meeting after Christmas, to look at the issue and would report back.

**124. FINANCIAL REPORT December 2022 – Parish Clerk**

1. The Council received and approved the Finance Report for December

Proposed Cllr Sinclair Seconded Cllr Tongue **All in favour**

1. The Council approved the following payments already paid by the authority of the Annual Payments List or awaiting payment to include Kompan’s quote for repairs to the Children’s Playground equipment.

|  |  |  |  |
| --- | --- | --- | --- |
| Voucher No | Item | Payable to | Amount £ |
|  | Salary | Clerk | 728.36 |
|  | WFH Allowance | Clerk | 26.00 |
|  | Income Tax | HMRC | 182.20 |
|  | Electricity | Green Energy | 278.19 |
|  | Play equipment repair | Kompan | 3862.38 |
|  | Village Mowing | Thomas Fox | 813.60 |
|  | Bank Charge | Unity Trust Bank | 18.00 |
|  | Payroll Charge | DM Payroll | 60.00 |
|  | Ukraine Banners | Frederick Price | 41.88 |
|  | Planting Jubilee Tree | Frank Mann Farmers | 240.00 |
|  | Jubilee tree | Lowden | 600.00 |
|  | AD Consultancy | Stansgate | 2750.00 |

Proposed: Cllr Jarvis-Cleaver Seconded: Cllr Littlewood **All in Favour**

1. The Council received and approved the bank statement and bank reconciliation for the period. Cllr Roache checked and signed the bank statements and the bank reconciliation.

Proposed: Cllr Sinclair Seconded: Cllr Tongue **All in Favour:**

1. Budget 2023-24

Cllr Roache stated that TPC should try to keep the Precept as close to the 22/23 Precept as possible, in the light of the current financial status of the country. At present it looked as if the normal spend for next year would be up by approximately £3,000. Most of this is due to higher electricity costs and mowing – due to the rise in fuel costs. Therefore, a reasonable estimate has been allowed to cover these costs.

**Projects for next year taken into consideration are:**

War memorial work - £7,500 (Purchase order to be issued before the end of the Financial Year)

The dropped kerb on Peacock Lane - £7,000 (To come out of CIL or S106 funds)

Redesign of the website - £2,000

Coronation celebration - £1,500

All of these projects added to the normal spend expected for the year would require the release of funds reserved for the parking at the preschool/recreation ground (£14,285) back into general reserve to hold the Precept to a modest increase.

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Cllr Roache asked if Cllrs felt these were the right projects to be looking at, and also if everyone agreed to the releasing of the car parking funds into the general reserve? Also, were Cllrs happy with the Precept? Should TPC be striving to keep the Precept rise as low as possible?

Cllr Tongue wished to try and keep some of the Parking reserve for some work to be possible on the recreation ground car park.

Cllr Roache said that there was more work to be done to finish the budget but stated that the finance team would endeavour to keep the Precept increase low.

Cllr Littlewood stated that he thought the large amount of S106 monies being held at County, for affordable homes, was about to expire. (End of March?) Cllr Roache thought it was available until the end of March 2024. Cllr Littlewood said he would check.

**Action: Cllr Littlewood to check expiry date on S106 Affordable Homes funding.**

**125. AREAS OF RESPONSIBILITY**

**i Planning – Cllrs Tongue, Littlewood  *Ref: Doc 215ii***

1. **Anaerobic Digester – Cllr Roache**

Cllr Roache reported that the objection document had been submitted. Warmington highways report had not yest been submitted, but the Oxfordshire County Council’s Highways report had. TPC were now awaiting Acorn’s comments.

1. **Green Acres Farm, Badgers Lane, Tysoe CV35 0BY 22/0345/LBC & 22/03186/FUL**

The recommendation was to support this application on the grounds of sustainability.

Proposed: Cllr Littlewood Seconded: Cllr Tongue **All in Favour**

ii **Playground & Playing Field – No update**

**iii. Road Safety – No update**

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**iv. Trees & Green Space**

1. Wildflower verge, Windmill Lane – update Cllr Cross

This issue is now sorted, and Thomas Fox is aware of what is expected by his company. All parties involved are now happy

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**v. Welfare – No update**

**vi. Affordable Homes Committee – NO update**

**vii. Making Space for Nature – NO update**

**126. RISK MANAGEMENT PLAN – No update**

**127. DATE OF NEXT MEETINGS**

a) January 9th, 2023 – Ordinary meeting, Tysoe Village Hall.

b) February 13th, 2023 – Ordinary meeting, Tysoe Village Hall.

c) March 13th, 2023 – Ordinary meeting, Tysoe Village Hall.

**128. FUTURE AGENDA ITEMS & MATTERS ARISING**

None

**129. CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

Cllr Roache closed the meeting at 8.10pm

**130. PRIVATE AND CONFIDENTIAL**

Proposed by Alison Cross, Seconded by Jacqui Sinclair - that the Clerks salary be increased in line with the national recommendation and that increase be back-dated to 1st April, 2022. All Councillors voted in favour.

Proposed by Alison Cross, Seconded by Malcolm Littlewood - that the Clerk could be paid for her un-taken holiday if that was what she preferred to do as she was not able to take all of her holiday allowance. All Councillors voted in favour.

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