

WESTON ON THE GREEN PARISH COUNCIL

www.westononthegreen-pc.gov.uk

Oak View, North Lane, Weston on the Green, Oxon, OX25 3RG
Tel: 01869 350282 clerk@westononthegreen-pc.gov.uk

Chairman: Mrs Diane Bohm

Clerk: Mrs Jane Mullane

Please reply to: The Clerk

2nd October 2020

To: The Chairman, Diane Bohm and all other members of Weston on the Green Parish Council.

You are summoned to a Virtual Meeting of Weston on the Green Parish Council to be held via Zoom meeting on Wednesday 7th October 2020 commencing at 7.30pm when the following business will be transacted.

Public Information:

Members of the public are welcome to join the meeting, please contact the Clerk on clerk@westononthegreen-pc.gov.uk who will provide the Zoom meeting access information.

Yours faithfully

Jane Mullane
Clerk to Weston on the Green Parish Council

AGENDA

For Parish Council Virtual Meeting to be held on Wednesday, 7th October 2020

Opening: Welcome from the Chair

Public Participation session: Proposed time guide: 15 minutes

To listen to issues raised by attendees and Councillors and to provide time for discussion

- 20.357.1 To Receive** any apologies for non-attendance
- 20.357.2 To Receive** any declarations of interest
- 20.357.3 To Receive and Approve:** Minutes of the Virtual Parish Council meeting held on 2nd September 2020 (DB)
- 20.357.4 For Information:** Chairs comment (DB)
- 20.357.5 For Information:** Clerk report (Clerk)
- 20.357.6 Resolution: To Approve** the draft operational Parish Council budget for FY 2021/22 (RW)
- 20.357.7 For Information, Discussion & Resolution to Approve:** Finance Report to Council and Risk Assessment on purchase of playing field and spinney (RW)
- 20.357.8 Resolution To Borrow:** Parish Council to seek the approval of the Secretary of State for Housing, Communities & Local Government to apply for a PWLB loan of £30,000 over the borrowing term of 20 years in order to purchase the playing field and spinney in Weston on the Green (RW)
- 20.357.9 For Information:** Legal update on playing field and spinney purchase. **Resolution: To Approve** for up to £2,000 + VAT for Duchy legal costs to be paid on account now to enable the transaction to progress (RW)
- 20.357.10 To note:** the previous approval of the legal fee estimate from Spratt Endicott of £500 + VAT to act on behalf of the Parish Council and **Resolution: To Approve** Spratt Endicott's additional overage legal fee quote of £1,250 + VAT (RW)
- 20.357.11 For Information:** Neighbourhood Plan update (DB/SD)
- Resolution: To Approve** a spend of up to £200 for printing costs for a limited number of hard copies of the Neighbourhood Plan from the Neighbourhood Plan printing budget line.
- Resolution: To Approve** Neighbourhood Plan website hosting annual fee for FY 2020/21 only, from the Neighbourhood Plan Referendum expenses budget line.
- 20.357.12 For Information & Discussion:** Affordable Housing update and **Resolution: To Approve:** Affordable Housing survey to be undertaken in village by Cherwell District Council (DB)
- 20.357.13 Resolution: To Approve** the increase in Clerks salary on the contracted salary point following the national salary award for local Government services 2020-21 and to pay the backdated amount from April 2019 of £132.60 (SD)
- 20.357.14 For Information & Discussion:** Dog Bin Location Report (HD)
- Resolution: To Approve** the installation of two new dog bins for the village up to the total value of £650 plus the additional cost (£360.36/year) of emptying the two new bins from the New Dog Litter Bins x2 budget line.

20.357.15 Resolution: To Approve the following invoices for payment (HD)

PC Ref	Payee	Purpose	Total payable incl VAT	Budget Line	Amount Remaining in 2020-21 Budget Line
152^	Oxford Edens	Grass Cutting (04/09/20)	£108.00	Works/Playing Field & Highways Grass Cutting	£172.00*
153	Robin Stafford Allen	Works Equipment - Hinge for playing field gate (Turney Agriculture)	£7.29	Works-Playing Field/Playing Field Maintenance	£25.79
154	Robin Stafford Allen	Works Equipment - Diesel for mower (Shell)	£14.16	Works-Playing Field/Mower maintenance	£120.00
155	123 Connect	PC website upgrade to website accessibility compliance status	£150.00	Contingency	£2,222.71
156	Oxford Edens	Grass Cutting (25/09/20)	£108.00	Works/Playing Field & Highways Grass Cutting	£64.00*
157	Cherwell District Council	Emptying dog bins x4 (summer period, twice/week)	£480.48	Works Highways/Dog litter bin emptying	£479.76
158	Clerk – J Mullane	Stationery (Amazon)	£27.78	Sundries/stationery	£100.00
159	Clerk – J Mullane	SLCC Virtual National Conference Training (12-16 Oct 20)	£30.00	Staff Costs/Clerk & Councillors training	£300.00
160	Diane Bohm	Neighbourhood Plan website hosting for FY 2020/21 (Vistaprint)	£107.86	Neighbourhood Plan/Referendum expenses	£0. Utilise NP reserves of £7179.36

*Reflecting combined sum in budget for playground area grass cut, Ben Jonson/Stocks & verge cutting B430 & Bletchingdon Rd

^ Paid in advance to prevent late payment fees.

Advisory Groups Reports:

20.357.16 For Discussion: to discuss and agree recommendations from the Planning Group (HD)

20.357.17 For Information: Works update (RSA)

20.357.18 For Information & Discussion: North Lane pond survey results and next steps (RW)

Resolution: To Approve to commission the clerk to investigate further professional advice that can help us draw together a future management plan for both ponds in North Lane.

Resolution: To Approve we nominate a half day to ask volunteers to help us do this work, allocating £500 of the funds left in the North Lane pond maintenance budget line to cover any costs.

Resolution: To Approve that we request the Clerk to investigate quotes for carpentry work, with the aim to pay for it from general village maintenance and North Lane pond maintenance budget lines in due course.

20.357.19 For Information: Traffic Advisory Group update (NM)

20.357.20 For Information: Technology Advisory Group report (DB)

20.357.21 Next Virtual Parish Council Meeting: 4th November 2020, 7.30pm via Zoom