

**Draft Minutes of the Ipsden Parish Council meeting held via Zoom due to Covid-19 restrictions
on Tuesday 30 March 2021 at 6pm**

Please check the village website regularly for Covid-19 updates – www.ipsdenvillage.co.uk

A village support group is available to contact at ipsden_support@btinternet.com or 01491 681857

1	<p>Present online: Members: Nick Miller (Chair) – NM, John Jeffery – JJ, David Coldwell – DC, Heather Llewellyn – HC, Robert Booth - RB Clerk: Moira Holloway - MH SODC: Cllr Jo Robb – JR, Sean Hannigan (Prospective Labour Candidate for Ipsden’s Division on Oxfordshire County Council Elections, May 6, 2021)</p>	Action
2	Apologies: None	
3	<p>Minutes of Previous Meeting:</p> <p>The minutes of the previous meeting of 26 January 2021 were approved by council.</p>	
4	<p>Casual Vacancy – Co-Option:</p> <p>Robert Booth confirmed his interest in filling the Casual Vacancy. Councillors unanimously agreed to co-opt Mr Booth to the Council.</p>	
5	<p>SODC Report:</p> <p>Cllr Robb reported on the recent District Council Meeting and the agreement that SODC will work with Vale of White Horse to develop a joint local plan. Cllr Robb outlined the advantages of joint local plan including reduced costs, a co-ordinated approach to meeting carbon reduction targets, planning issues and infrastructure needs. At the same meeting SODC agreed to work with partners to see if some high voltage power cables could be moved underground as part of the Local Plan 2035. Cllr Robb’s proposal to tackle light pollution was agreed, including actions such as implementing dark-sky friendly lighting policies in neighbourhood plans, increasing the understanding among residents and businesses of the importance of dark-skies and limiting light pollution.</p> <p>OCC Report:</p> <p>No report given.</p>	
6	<p>Matters Arising:</p> <p>6.1 OCC Councillor Community Grant:</p> <p>Clerk advised that IPC’s application to the Councillor Priority Grant for funding of £1,500 towards playground equipment was successful. Clerk confirmed receipt of the grant.</p> <p>6.2 SODC Councillor Fund Grant:</p> <p>Clerk advised that IPC’s application to the SODC Councillor Fund Grant for funding towards playground equipment (Cllr Robb - £1,000 and Cllr Hillier £500) has been successful. Clerk advised that the grant had not been received to date but has subsequently been advised that payment of the grant will be made on or around 9 April 2021. Councillors thanked Cllr Robb and Cllr Hillier for their support in awarding grants from their Councillor Funds towards the Ipsden Additional Playground Equipment project.</p> <p>6.3 Playground:</p> <p>Mr Coldwell has submitted reports for both February and March and has undertaken maintenance work including reinstatement of a fence rail and removal of redundant chain links from swings. Mr Coldwell advised councillors that the grass will need cutting and that the appearance of outfield could be much improved for being topped occasionally and whilst this has not been an issue over the winter, it will need attention soon. Councillors discussed possible contractors to top the outfield and mow the play area. Mr Booth offered to look at the outfield and Clerk to approach Hamish Cassels regarding mowing the play area.</p> <p>6.3.1 Additional Playground Equipment:</p> <p>Since the January’s meeting Mr Coldwell has continued to research suitability and costings for two additional pieces of playground equipment and through consultation with a focus group has identified interest in a roundabout and basket swing. Mr Coldwell had previously provided councillors with detailed costings including installation, grass mats, delivery and installation for a roundabout from Yates Playground (£5,945 ex VAT) and basket swing from Caledonia Play (£3,645.00 ex VAT), totalling £9,590 ex VAT. Following IPC’s successful application to OCC and SODC for grant funding totalling £3,000, IPC agreed to a similar contribution of £2,945</p>	<p>DC/ RB/MH</p> <p>DC/MH</p>

	<p>to purchase the Yates Playground roundabout as Phase 1, with purchase of the basket swing as Phase 2 delayed until FY 22/23 when it may be possible to apply for further funding. Councillors agreed that Mr Coldwell should proceed and the order for the roundabout with Yates Playgrounds, and thanked Mr Coldwell for the detailed research.</p> <p>Mr Booth raised the question of whether there was an insurance implication regarding additional playground equipment. Mr Jeffery advised IPC public liability cover of a maximum of £12,000,000 with Zurich. Clerk has subsequently checked policy regarding the addition of new equipment. The value of playground equipment is noted on the policy. Clerk to advise Zurich of the revised value of playground equipment to include the roundabout.</p>	MH
6.4	<p>A4074:</p> <p>No update has been received from OCC regarding reinstatement of the red centre stripe. As per Cllr Gray's recommendation in Minute 5.1, 26 January 2021. Chairman will mail the officer in charge to prompt some action.</p>	NM
6.5	<p>Highway maintenance:</p> <p>Mr Miller reported that the ditch clearance works at the bottom of the Street in December 2020 have continued to be effective in reducing flooding, and that no further action was required at this time. Mr Jeffery reported that there had been no flooding issues at Trunk Ditch at the bottom of Church Lane.</p> <p>As ever, residents are encouraged to report highway maintenance issues at https://fixmystreet.oxfordshire.gov.uk/my</p>	
6.6	<p>Litter Bins</p> <p>Clerk has investigated the purchase of two additional litter bins at a cost of £115.14 incl. VAT per bin, but advised councillors, that should IPC proceed with the purchase and installation of the bins, IPC would also be responsible for emptying and disposal of the waste. Clerk has also spoken to SODC about a possibility of additional SODC bins in the village. SODC are due to carry out a bin survey of the parish and will advise whether additional bins are needed. Clerk advised IPC should await the outcome of the survey before taking further action. Clerk to follow up with SODC.</p>	MH
6.7	<p>Dog waste management</p> <p>Clerk confirmed purchase of the small garden cart to assist Mr Vernon with litter-picking and dog waste bin duties. Clerk also advised councillors that Mr Vernon has found it necessary to increase the frequency of dog-waste bin empties and litter-picks during the current period of Lockdown. Councillors agreed to increase hours for litter-picking and dog waste bin emptying to two hours per week from five hours per month. Clerk to advise Mr Vernon of the offer of additional hours.</p>	MH
6.8	<p>Correspondence:</p>	
6.8.1	<p>Emergency Plan:</p> <p>Clerk advised receipt of the annual Emergency Plan review. Current contacts are listed as Chairman, Mr Jeffery and Clerk. Mr Coldwell agreed to be a contact in place of Mr Jeffery. Clerk to complete survey form and co-ordinate return of a completed GDPR form to SODC by 29 April 2021.</p>	NM/ MH
6.8.2	<p>AGAR:</p> <p>Clerk advised that details of the annual AGAR return have been received. Clerk to complete accounts to year-end on 31 March 2021 in preparation for internal audit.</p>	MH/JJ
6.8.3	<p>Better Broadband for Oxfordshire and broadband infrastructure to village halls:</p> <p>Clerk has recently received an update from OCCs on the Better Broadband for Oxfordshire programme and a new initiative to bring broadband infrastructure to sites currently providing a public service, notably village halls. Clerk has passed details of the broadband infrastructure project to the Ipsden Village Hall Association. Mr Booth advised councillors that he is currently working on bringing a fibre connection to residents in Urquhart Lane. Mr Booth to investigate the opportunities to extend access to fibre broadband for Ipsden residents and potential grant funding from government and OCC.</p>	RB/MH

<p>7</p> <p>7.1.</p> <p>7.2</p> <p>7.3</p>	<p>Finance:</p> <p>Payments for approval:</p> <p>Clerk reported that the following payments had been made since the last meeting:</p> <table border="1" data-bbox="201 235 943 293"> <thead> <tr> <th>Item</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Mrs A McCrea – Recruitment of new clerk</td> <td>600.00</td> </tr> </tbody> </table> <p>Council members approved payment of the following:</p> <table border="1" data-bbox="201 349 943 609"> <thead> <tr> <th>Item</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Litter picking – February and March</td> <td>100.00</td> </tr> <tr> <td>Dog bin emptying – February and March</td> <td>42.00</td> </tr> <tr> <td>D Coldwell – Playground inspections and general maintenance.</td> <td>52.50</td> </tr> <tr> <td>Website Maintenance</td> <td>90.00</td> </tr> <tr> <td>OALC – Annual Subscription</td> <td>146.10</td> </tr> <tr> <td>OALC – Purchase of 2 x Good Councillor Guide</td> <td>10.40</td> </tr> <tr> <td>M Holloway – Expenses (litter trolley & bin bags)</td> <td>74.44</td> </tr> </tbody> </table> <p>Receipts to the current account are £1,500 received from Oxfordshire County Council, Councillor Priority Fund. The reconciled current account balance is £6,905.98 at 30 March 2021. The deposit account balance is £3600.90 including receipt of 0.09p interest.</p> <p>Clerk’s invoice:</p> <p>Council approved Clerk’s services invoice for the period 27 January 2021- 29 March 2021 (8 weeks) - £480, office service charge for February/March 2021 (2 months) - £40.</p> <p>Banking – Online and Mandate update:</p> <p>Chair and Mr Jeffery are now able make online payments, requiring both to authorise, from the IPC Barclays account. Clerk has submitted an authorised personal details form to Barclays but the process of adding her to the account has been delayed by receipt of a letter from Barclays, querying Chairman’s and Mr Jeffery’s signatures. This has required completion and return of a further form to Barclays, accompanied by a letter from Chair, countersigned by Mr Jeffery.</p>	Item	£	Mrs A McCrea – Recruitment of new clerk	600.00	Item	£	Litter picking – February and March	100.00	Dog bin emptying – February and March	42.00	D Coldwell – Playground inspections and general maintenance.	52.50	Website Maintenance	90.00	OALC – Annual Subscription	146.10	OALC – Purchase of 2 x Good Councillor Guide	10.40	M Holloway – Expenses (litter trolley & bin bags)	74.44	
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<p>8</p>	<p>Planning:</p> <p>P21/S0077/FUL Hill Barn, Hailey, Ipsden, Wallingford, OX10 6AD Proposal: Variation of conditions 2. on planning application P19/S2090/FUL. Approved.</p>																					
<p>9</p>	<p>Any Other Business:</p> <p>Chair invited Mr Hannigan to speak. As the prospective Labour candidate for Benson, Cholsey and Crowmarsh on Oxfordshire County Council at the forthcoming Elections on May 6, 2021, Mr Hannigan was interested to hear of issues affecting Ipsden Parish Council and asked councillors to contact him directly if he could be of assistance.</p> <p>Mr Jeffery reported that the guard around the Armistice Oak is not satisfactory. Councillors agreed that Mr Jeffery discuss possible options with Steve Atkinson.</p>	<p>JJ</p>																				
<p>10</p>	<p>Date of next meeting:</p> <p>Due to the Covid-19 outbreak restrictions, councils are not permitted to meet in person. The date of the next meeting via Zoom will be Tuesday 4th May 2021 at 6pm.</p> <p>Should residents wish to bring issues to the parish council’s attention or join an online meeting, please contact the clerk at ipsdenpc@gmail.com .</p> <p>Meanwhile, parish councillors and clerk continue to address issues and carry out council work via email and telephone. Ipsden residents are encouraged to check the village website at www.ipsdenvillage.co.uk regularly for updates and/or join the (data-protected) Village Group Email by contacting the clerk at ipsdenpc@gmail.com .</p>																					
	<p>The meeting closed at 19.04pm</p>																					

Approved by:

(Chairman)

Date: