

**Draft Minutes of the Ipsden Parish Council meeting held at Ipsden Memorial Hall  
on Wednesday 1 August 2018 at 6.00pm**

1	<b>Present:</b> Members: Mr Nick Miller - NM (Chair), Mr John Jeffery - JJ, Mrs Heather Llewellyn – HL, Mrs Wendy Clark – WC Clerk: Mrs Amanda McCrea – AM	<b>Action</b>
2	<b>Apologies:</b> Cllr David Nimmo-Smith (SODC)	
3	<b>Minutes of Previous Meeting</b> The minutes of the previous meeting of 10 April 2018 were agreed and signed by the Chair.	
4	<b>SODC report:</b> NM referred the meeting to Cllr Nimmo-Smith's July report which includes news on planning, waste and recycling, council tax and business rate collection results, the updated privacy policy, the first So Charitable lottery draw, the Wallingford Riverside pool, work on the train line between Oxford and Didcot, town and parish forums, the Wallingford Cycling Festival, Thames Valley Police, the date safety 'Ask for Angela' scheme, online safety for parents, and grant funding for community projects. The full report can be requested via the parish clerk by emailing ipsdenpc@gmail.com.	
5	<p><b>Matters Arising</b></p> <p>5.1 <b>A4074:</b> Clerk reported that a quote for supply and installation of white village gates and a pole for the proposed VAS (vehicle activated sign) has now been received from OCC amounting to £6772 including traffic management and admin costs. This means that the cost of the total project including the £4995 previously quoted for the VAS, will be £11.767 (ex. VAT which will be reclaimed).</p> <p>The clerk has submitted a grant application to SODC for £1000 and is working on further grant applications amounting to £2000.</p> <p>The clerk agreed to attempt further negotiation with OCC, whose staff had previously stated that the staggered junction at Church Lane and Whitehouse Road is sub-standard, in order to find ways to lower the cost of the project.</p> <p>NM stated that there should be some Community Infrastructure Levy (CIL) funding owing to IPC from SODC as a result of redevelopment of the land between 6 and 7 The Street. This would be a welcome source of funding to help with the proposed A4074 improvements.</p> <p>5.2 <b>Playground:</b> Clerk reported that necessary work on the playground, which had been brought to light in the annual inspection, has now been completed. NM reported that he and Mr Hemming had been mowing most of the playground and outfield but that he would need to ask Mr Jackson to complete the rest which requires larger machinery.</p> <p>5.3 <b>New dog waste bin:</b> Clerk reported that this has now been installed in Hailey, on the corner of the large field up the lane past the pub. HL reported that its presence has improved cleanliness in the area which is now not littered with dog waste bags.</p> <p>5.4 <b>District Councillor's Community Grant:</b> Applications for this grant are now open and as mentioned in 5.1, the clerk has submitted an application seeking a contribution to supply of white village gateways on the verges of the A4074.</p> <p>5.5 <b>Telephone Kiosk:</b> Clerk reported that volunteer, Mr Coldwell has now completed the painting of the telephone kiosk and that only the display units remain to be fitted. HL urged councillors to spread the word amongst village residents that the kiosk is intended for their use in advertising their businesses and events as well as a deposit for useful local information. Thanks go to Mr Coldwell for his work which has left the kiosk looking splendid.</p> <p>5.6 <b>Correspondence:</b></p> <p>5.6i In response to IPC requesting a reduction in noise from the annual Supernormal event, Mr Jordan from Braziers Park has confirmed that this event will not take place this year and it is unclear whether it will be booked for next year either but that their Management Committee have taken note of the request.</p> <p>5.6ii Clerk has received an offer of salt for winter gritting from OCC. NM stated that there is still enough salt so clerk agreed to submit a nil return as requested by OCC.</p>	<p>AM</p> <p>AM</p> <p>NM</p> <p>AM</p>

5.6iii	The Woodland Trust has offered a native tree sapling and plaque for commemoration of the centenary of the WW1 Armistice. IPC members agreed to take up this offer and will decide on a suitable location and planting ceremony, possibly next to the war memorial.	AM IPC																				
6	<p><b>Finance:</b></p> <p>6.1 <b>Payments for approval:</b></p> <p>Clerk reported that the following payments had been made since the last meeting:</p> <table border="1"> <thead> <tr> <th>Item</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Litter picking – June</td> <td>40.00</td> </tr> <tr> <td>Playground maintenance and dog waste bin installation</td> <td>441.66</td> </tr> <tr> <td>Paint and materials for phone kiosk refurbishment</td> <td>51.57</td> </tr> </tbody> </table> <p>Council approved payment of the following invoices:</p> <table border="1"> <thead> <tr> <th>Item</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Litter picking – June 2018</td> <td>40.00</td> </tr> <tr> <td>Annual insurance</td> <td>336.41</td> </tr> <tr> <td>Passing place maintenance – part payment</td> <td>475.00</td> </tr> <tr> <td>Dog bin emptying – April to June 2018</td> <td>52.38</td> </tr> <tr> <td></td> <td></td> </tr> </tbody> </table> <p>The current account balance is £4357.62 as at 1 August 2018 and the deposit account balance is £5580.80.</p>	Item	£	Litter picking – June	40.00	Playground maintenance and dog waste bin installation	441.66	Paint and materials for phone kiosk refurbishment	51.57	Item	£	Litter picking – June 2018	40.00	Annual insurance	336.41	Passing place maintenance – part payment	475.00	Dog bin emptying – April to June 2018	52.38			
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6.2	Council approved <b>Clerk's invoice</b> for the period 28 May to 31 July 2018 (9 weeks) - £405, website maintenance for June/July (6 hours) - £90 and office service charge for June/July 2018 - £40.																					
6.3	<p><b>Annual Audit:</b> Clerk reminded Council that the new system is now in practice whereby parish councils with an annual turnover of less than £25,000 are required to submit only a Certificate of Exemption, stating this fact, to the external auditor, Moore Stephens. However, it is still a requirement to complete an Internal Audit, Annual Governance Statement and Summary Accounting Statement as usual for public display (website and noticeboard).</p> <p>All the above procedures have now been completed.</p>																					
7	<p><b>Planning:</b></p> <p>P18/S1716/FUL: Installation of a catering space at Brazier's Barn has now been approved by SODC  P18/S1766/RM: Land between 6&amp;7 The Street, approval of appearance and landscaping now granted by SODC.</p>																					
8	<p><b>Any Other Business:</b></p> <p>Annual summary to be submitted to The Window by 18 August 2018.  Poster publicising website to be displayed in the telephone kiosk.</p>	AM AM																				
9	<p><b>Date of next meeting:</b></p> <p>The next meeting of the Ipsden Parish Council will be held on Wednesday 26 September at 6.00pm in the Ipsden Memorial Hall.</p>																					
	The meeting closed at 18:52.																					

Approved by:

(Chairman)

Date: