

**Draft Minutes of the Ipsden Parish Council meeting held via Zoom due to Covid-19 restrictions
on Thursday 28 May 2020 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 680742

1	<p>Present online: Members: Mr Nick Miller (Chair) – NM, Mr John Jeffery – JJ, Mrs Wendy Clark – WC, Mr David Coldwell – DC, Mrs Heather Llewellyn - HC Clerk: Mrs Amanda McCrea (Clerk) – AM SODC: Cllr Jo Robb and Cllr Lorraine Hillier</p>	Action						
2	<p>Apologies: None</p>							
3	<p>Minutes of Previous Meeting The minutes of the previous meeting of 18 March 2020 were approved by council.</p>							
4	<p>SODC Reports: SODC have been circulating Covid-19 updates and information which are being displayed on the village website www.ipsdenvillage.co.uk . Cllrs Robb and Hillier reported that grants are still available for voluntary and charitable organisations as well as small businesses and are encouraging applications via the SODC website at http://www.southoxon.gov.uk/services-and-advice/coronavirus-community-support The new Local Plan is coming up for examination on 14 July, details of which can be found on the SODC website at http://www.southoxon.gov.uk/services-and-advice/planning-and-building/planning-policy/local-plan-2034/local-plan-2034-examinatio</p>							
5	<p>Matters Arising</p> <p>5.1 A4074: Clerk reported that final funding for the white gate installation is still awaited from SODC and that OCC have now started work on road surface repainting of the A4074 where it passes alongside Ipsden. Clerk to chase the SODC funding and confirm whether the red strip between the central white lines will be also be repainted by OCC. Councillors reported that motorbikes in particular have been using the road at very high speeds during lockdown. NM to write to Thames Valley Police on this matter.</p> <p>5.2 Playground: Mr Coldwell reported that the playground was closed because of Covid-19 restrictions on 25 March and that there have been no inspections since then. However, the grass has been cut and the picnic benches repaired and treated with Sadolin.</p> <p>5.3 The Mere: Mr Jeffery reported that a request had been made by Mr Williams to trim the cherry tree saplings on The Mere. Council agreed to this and JJ will respond.</p> <p>5.4 Highway maintenance: SODC and Biffa have been informed of the piles of gravel washed down from Berins Hill to the corner at Well Place Road. Biffa have responded to say that these will be attended to as soon as possible. Clerk to chase. As ever, residents are encouraged to report highway maintenance issues at https://fixmystreet.oxfordshire.gov.uk/my</p> <p>5.5 Correspondence: Information has been received from the Countryside Records department at OCC regarding an application for a definitive map modification order relating to the question of the existence of a bridleway between Hailey Village street and Well Place Road. The report and its appendices can be seen at: - https://consultations.oxfordshire.gov.uk/consult.ti/03063.Informal/consultationHome Council members agreed to await landowner reaction before passing comment.</p>	AM NM JJ AM						
6	<p>Finance:</p> <p>6.1 Payments for approval: Clerk reported that the following payments had been made since the last meeting:</p> <table border="1" data-bbox="188 1982 928 2072"> <thead> <tr> <th>Item</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Litterpicking - April</td> <td>50.00</td> </tr> <tr> <td>Dog bin emptying – Jan to March 2020</td> <td>69.07</td> </tr> </tbody> </table> <p>Council members approved payment of the following:</p>	Item	£	Litterpicking - April	50.00	Dog bin emptying – Jan to March 2020	69.07	
Item	£							
Litterpicking - April	50.00							
Dog bin emptying – Jan to March 2020	69.07							

	Item	£	
	Playground closure and maintenance	124.00	
	Litterpicking – May	50.00	
	Purchase of Zoom annual subscription	143.88	
	<p>The current account balance is £6050.92 as at 28 May 2020. The deposit account balance is £3599.34.</p> <p>The difficulties of paying suppliers without an online account were discussed. NM to investigate opening an online account and/or applying for a parish council credit card.</p>		NM
6.2	<p>Clerk's invoice: Council approved Clerk's services invoice for the period 21 March to 28 May 2020 (10 weeks) plus 3 hrs overtime - £495, website maintenance for April/May 2020 (6 hours) - £90 and office service charge for April/May 2020 (2 months) - £40.</p>		
6.3	<p>Approval of AGAR (Annual Governance and Accountability Return)</p> <p>The auditing system in practice states that parish councils with an annual turnover of less than £25,000 are required to submit only a Certificate of Exemption 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>The clerk reported that JJ had completed the Internal Audit and that the rest of the AGAR documents had been sent to parish council members for their perusal prior to the meeting. Council members approved the Annual Governance Statement and then the Accounting Statements 2019/20 for signature by the Chair (NM) along with the Certificate of Exemption.</p> <p>Clerk to submit the Certificate of Exemption to Moore Stephens and to display the Notice of Public Rights on the website and noticeboard.</p>		AM
7	<p>Planning:</p> <p>Clerk reported that there are currently no planning applications requiring council's attention.</p>		
8	<p>Any Other Business:</p> <p>Dog waste management: A request to install a dog waste bin at the King William pub had been refused by SODC because it is not permissible for the district council to put these bins on private land or where there are already bins available. SODC Waste Management confirmed that it is permissible to put dog waste bags in ordinary black bins where no dog waste bin is available. However, councillors agreed that a suitable location nearby would be sought out anyway as it was felt preferable to have a designated dog waste bin near the pub.</p>		HL/AM
9	<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 Thursday 23 July 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 other via email.</p> <p>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>		

Approved by:

(Chairman)

Date:

Ipsden Parish Council

Annual Meeting of the Council 2020

Minutes of the Annual Meeting held via Zoom on Thursday 28 May at 6pm

1	Present: Members: Mr Nick Miller (Chair), Mr John Jeffery, Mrs Heather Llewellyn, Mrs Wendy Clark, Mr David Coldwell Clerk: Mrs Amanda McCrea	Action
2	Apologies: Cllr Lorraine Hillier – SODC Cllr Jo Robb - SODC	
3	Members' Acceptances and Declarations Council members confirmed their intentions to continue in their roles and there were no changes to the declarations of interest.	
4	Minutes of previous Annual Meeting The minutes of the previous Annual Meeting, held on 21 May 2019, were approved by all present as a true record and were accordingly signed by the chairman.	
5	Accounts for 2019-20 The clerk referred the meeting to the Statement of Accounts for 2019-20 showing a total opening balance of £10,818.88 with a net surplus of receipts over payments amounting to £919.85 resulting in a closing balance of £11,738.73 . This closing balance is represented by the current account totalling £8139.39 and a deposit tracker account totalling £3599.34 at 31 March 2020.	
6	Outstanding Business There was no outstanding business from the previous Annual Meeting of 2019.	
7	Matters raised by Ipsden residents There were no matters requiring attention at the Annual Meeting.	
	The meeting closed at 18.08	

Approved by:

Date:

(Chairman)