

CHINNOR PARISH COUNCIL

PRESENT: Cllr's Ashdown, Ball, Boyle, Cooke, Dixon, **Mackenzie**, Minter, Sarai, Webb and Wright.

Minutes of the **Full Council Meeting** held Monday 18th March 2024 at 7.30pm in the Main Function Room, Community Pavilion, Station Road

1. **Apologies for absence:** Cllrs Coooke, Edwards and Gray
2. **Declarations of Interest** – Nothing to declare.
3. **Public Questions** – one member of public present but no questions were asked
4. **County and District Council Reports**
Cllr Champken-Wood has asked if the allotments were still requesting funding. CAGA to make contact
5. **Minutes of the last meeting:**
IT WAS RESOLVED that item 6.1 is amended to state that the proposal was rejected. Following the amendment **IT WAS RESOLVED** that the Minutes of the Council Meeting held on 19th February be signed by the chair.
6. **Minutes of Committees:** The Minutes of the following meetings were noted
 - a) Amenities Committee 04/03/24
 - b) Planning Committee 11/03/24
7. **Financial Matters**
 - 7.1 Monthly Finance Reports to be approved
 - 7.2 Payments for approval

1833.85	HMRC	Tax & NI March
2267.58	OCC	Pension Contributions
150.00	L&G	AVC contributions
6677.07	Staff	Salaries
65.00	A J Heating	Boiler Service at WF
75.00	AMF Electrical	Replace Double Socket at WF
600.00	Bucks WigWams Marquee	Deposit
708.51	CCP	1/3 share of utility costs
25.74	Clarity	Photocopies
28.00	Gallagher	Insurance for ATV hire vehicle
2280.00	Matthew Day	Final Invoice Phase 1 – Public Art
139.13	Microshade	IT Services
3075.35	Networld Sports	Cricket Nets
350.96	Npower	Seasonal Lights
132.00	OALC	Chairmanship Training
7596.00	Redhill Construction	Grasscrete at the Allotments
114.40	Shield Mtce	Dog Bin Emptying
324.00	Turtle Engineering	Hoop Bar for Defib at OKL

IT WAS RESOLVED that the councillor allowance 2023/24 of £ 279 per councillor is paid to those entitled to receive it – councillors to submit the necessary details to the clerk

7.3 Contracts / Quotations for consideration

7.3.1 To consider quotes for brickwork at The Windmill **IT WAS RESOLVED** to issue the contract to Redhill Contractors

7.3.2 To consider quote from Croner for H&S requirements. Despite the clerks concerns with regard to compliancy **IT WAS RESOLVED** that it is necessary to obtain further quotes

7.4 To note that the accountant will be assisting with year end on 25th April 2024

7.5 **IT WAS RESOLVED** that Mr RJ Lewis undertakes the 2023/24 internal audit on 4th June 2024 and that the council considers a new auditor to be appointed for 2024/25

8. Asset Management

8.1 To discuss new IT options for Council office. It was agreed that Cllrs Minter and Cooke should submit a detailed report to council for consideration.

8.2 To note that the Kubota ATV was off the road and advise and estimates suggest that it would be uneconomical to repair. **IT WAS RESOLVED** that the clerk should continue to hire an RTV vehicle for a further month in order to obtain further comprehensive information and quotes.

9. Correspondence and other matters to discuss.

9.1 Art Trail- to approve budget and application for S106 money. **IT WAS RESOLVED** that the proposal from Matthew Day is accepted and that the S106 application for the associated funding is completed and submitted.

9.2 SkatePark: to agree next steps and to agree funding as necessary in order to move forward It was agreed that the contractors should be invited to attend a site meeting and to present their case for managing the initial stage of this project and obtaining further funding

9.3 Annual Assembly 25th March:-Presentations will be made about Bio Diversity, Public Art and Neighbourhood Plan Review

10. Cllrs Reports: Written reports to be submitted 7 days prior to the meeting.

10.1 Report from Cllr Dixon re Community Land Trust. To note that volunteers will be required to form an independent legally formed group to take forward. It was recommended that the group joins community land trust.org at the cost of £90. A small budget would be required as a start up fund. It will be necessary to undertake a Housing Needs Survey as the first stage, which will link in with the Neighbourhood plan review and will be managed by Community First. Cllr Dixon will circulate the survey format for councillors to suggest additions and amendments for approval at the next meeting.

IT WAS RESOLVED that under section 1, paragraph2 of The Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

11. HR- Update with regard to recruitment of Deputy Clerk IT WAS RESOLVED that following the interviews of 4 very good candidates, a successful candidate has been offered the position subject to satisfactory references being obtained and a 3-month probationary period.

IT WAS RESOLVED that the clerk should be paid for 20hrs unused holiday and noted that the salary payments at section 7.2 would be amended accordingly

12. Date of Next Meeting: 22nd April 2024

Chairman.....Dated.....