

CHINNOR PARISH COUNCIL

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

Minutes of the **Full Council Meeting** held Monday 22nd April 2024 at 7.30pm in the Main Function Room, Community Pavilion, Station Road

1. **Apologies for absence:** Received and accepted from Cllr Gray and Minter
Noted from D/Cllr Ali Gordon-Creed
2. **Declarations of Interest** – Nothing to declare
3. **Public Questions** – 4 members of public present
4. **County and District Council Reports**
C. Cllr. Champken-Woods told members that there is still a small amount of councillor funding available and encouraged anyone to apply.
Questions were asked with regard to the SEND provision and it was suggested that Cllr. Gregory is invited to attend the next meeting as she is part of the administration
More information required with regard to Primary School Places – some Chinnor children have not been successful in obtaining a place at the local schools
C. Cllr Champken-Woods asked CPC to put requests and questions in an email.
5. **Minutes of the last meeting:**
IT WAS RESOLVED that the Minutes of the Council Meeting held on 18th March 2024 were signed by the chair.
6. **Minutes of Committees:** The Minutes of the following meetings were noted
 - a) Amenities Committee 15/04/24
 - b) Planning Committee 15/04/24
7. **Financial Matters**
 - 7.1 **IT WAS RESOLVED** that the Monthly Finance Reports be approved
 - 7.2 **IT WAS RESOLVED** that the following invoices are approved for payment

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|---------|----------------------------|---|
| 156.00 | Aubergine | Annual domain renewal & Management |
| 280.00 | Chinnor Community Pavilion | Hall Hire April – June |
| 566.38 | Chinnor Community Pavilion | Utility Cost Share |
| 500.00 | Chinnor Parish Pump | April – September Publication |
| 56.25 | Chinnor Village Hall | Hire of Hall for Defib fundraising |
| 90.00 | Chinnor Webb Design Ltd | Domain Renewal / Email Hosting |
| 18.06 | Clarity... | Photocopies |
| 1514.40 | Helpful Hiring | Hire of RTV, Road Cones and Signage |
| 326.80 | Martin Richardson | Installing Defibrillator and RBL sign at The Pound Garden |
| 139.13 | Microshade | IT Hosting |
| 1592.14 | OALC..... | Annual Membership |
| 47.00 | OPFA..... | Annual Membership |
| 428.40 | RBS..... | Accounts Package: Annual support and maintenance licence |
| 63.00 | Ruth Cox | Trecmed – 3 x first aid kits |
| 114.40 | Shield Maintenance Ltd | Dog Bin Emptying |
| 107.27 | Turney Group | Mower machinery parts |
| 100.00 | 21st Century Thame | Insurance for Chinnor Wombles |

IT WAS RESOLVED that if full control of the NP plan website is gained it would be in order to renew the annual subscription

7.3 Contracts / Quotations for consideration

7.3.1 To consider quotes for replacement RTV following a full discussion and considering the environmental impact **IT WAS RESOLVED** to place an order for the Kubota

7.3.2 To consider quotes for the provision of Health and Safety requirements. **IT WAS RESOLVED** to invite the contractors to a meeting in order that interested councillors have the opportunity to obtain a full understanding of the services to be provided.

8. Asset Management

8.1 **IT WAS RESOLVED** that Cllrs Cooke and Minter investigate the quality and cost of computer equipment

8.2 Noted that CAGA have reported what they believe may be a dangerous construction at the boundary of the allotments. Clerk has informed SODC Building Control. CAGA have been informed to put any necessary precaution in place in order to protect their members

9. Correspondence and other matters to discuss.

9.1 To agree the housing needs survey and method of delivery

IT WAS RESOLVED to send OCF the updated comments for the survey and that the preferred method of delivery subject to cost would be Royal Mail
Distribution to be agreed at a later date

9.2 Review of Policies and committee terms of reference. **IT WAS AGREED** to set up a working group to undertake this process.

10. Cllrs Reports: Report from Cllrs Boyle and Webb was fully discussed.

IT WAS RESOLVED that the quote for the necessary groundwork at the recreation field on Old Kiln Lakes to make this area usable for team sport from the Autumn 2024 is accepted and immediately actioned.

IT WAS RESOLVED that the clerk obtain quotes for the provision of temporary toilets to be sited at OKL.

IT WAS RESOLVED that 10k is granted from the general CILS fund to CYFC to go towards the provision of replacing their floodlights with LED

IT WAS RESOLVED that the clerk should obtain quotes for improved fencing at the Old Kiln Lakes Play Area for consideration at the next amenities meeting.

IT WAS RESOLVED that the clerk should obtain an arboricultural report and quotes for tree works at Whites Field, bordering Mill Lane School.

IT WAS RESOLVED that under section 1, paragraph 2 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. Co-option to Council

11.1 2 of the 3 candidates were present and each were asked the prescribed questions.

11.2 **IT WAS RESOLVED** not to co-opt any of the candidates at this time

12. Date of Next Meeting: The Annual Meeting 20th May 2024

Chair.....Date.....

APRIL 2024