

## ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 14<sup>th</sup> May 2024, at 7.30 pm held at Islip Village Hall.

**MEMBERS PRESENT:** **Parish Councillors:** Nathan Wiles (Chairman), Dennis Price, Nicola Richardson, Sophie Miller and Anneka Streule.

**OTHER COUNCILLORS:** **County Councillor:** Cllr C Miller.  
**District Councillor:** Julian Nedelcu

**OFFICERS PRESENT:** **Clerk to the Council:** Emma Kearney

**OTHERS PRESENT:** **Members of the Public:** None.

**APOLOGIES:** The following apologies were received:  
**District Councillor:** Gemma Coton.

### 01/24 ELECTION OF THE CHAIRMAN

It was **RESOLVED** by unanimous vote to appoint Cllr Price as chairman for 2024-25.  
This was proposed by Cllr Wiles and seconded by Cllr Richardson.  
It was **NOTED** Cllr Price signed their acceptance of office form.

### 02/24 A MINUTE'S SILENCE

A minute's silence was held in remembrance of Cllr Stogdon.

### 03/24 APOLOGIES

None.

### 04/24 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

### 05/24 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** to accept the minutes for the Parish Council Meeting held on 12<sup>th</sup> March 2024 as a true record, no meeting was held in April 2024.  
This was proposed by Cllr Price and seconded by Cllr Wiles.

### 06/24 PUBLIC PARTICIPATION

None.

### 07/24 COUNTY DISTRICT AND PARISH COUNCILLOR REPORTS

The councillors present gave their reports.

### 08/24 PLANNING APPLICATIONS

The following planning applications were reviewed.

Reference	Address	Description	Ward	Deadline	Outcome
24/01113/F 24/01114/LB	Old Rectory, The Walk, Islip, OX5 2SD	Repairs to the existing boundary and garden retaining walls, tree works to prevent future damage, removal of a log store attached to the boundary wall, the infilling of two gates and a replacement gate on The Walk.	Islip	22.05.2024	None
22/01682/F	Land North of Manor Farm Noke	Farm Noke Development of a ground mounted solar farm incorporating the installation of solar PV panels, associated infrastructure and access, as well as landscape planting and designated ecological enhancement areas	Noke	TBA	Objected

#### 09/24 POLICY REVIEW

It was **RESOLVED** by unanimous vote to adopt the following policies.

1. Code of Conduct (No change).
2. Standing Orders (No change).
3. Financial Regulations 2019 (No change).
4. Grant policy (No change).

This was proposed by Cllr Price and seconded by Cllr S Miller.

#### 010/24 COUNCILLOR PORTFOLIOS

It was **RESOLVED** by unanimous vote for the councillors to work on the following portfolio's -

1. Cllr Wiles – Parish council properties and planning.
2. Cllr Price – Community Speed Watch and transport.
3. Cllr Richardson – Planning, Strategic Planning and Burial Ground.
4. Cllr S Miller – Flooding and Environment.
5. Cllr. Streule – Playground.

This was proposed by Cllr Price and seconded by Cllr Streule.

#### 011/24 STAFFING COMMITTEE

It was **RESOLVED** by unanimous vote to -

1. Form a Staffing Committee
2. The committee terms of reference. (No change)
3. To appoint members Cllr Wiles, Cllr Richardson and Cllr Miller and Cllr Streule as an alternate member.
4. To appoint Cllr Wiles as the committee Chair.
5. The date of Tuesday 8<sup>th</sup> October 2024 for the clerk's appraisal.

This was proposed by Cllr Price and seconded by Cllr Richardson.

#### 012/24 EAST WEST RAIL AGREEMENT

It was **RESOLVED** by unanimous vote to defer this item to the next agenda to obtain more information.

#### 013/24 HIGHWAY AUTHORITY

It was **RESOLVED** by unanimous vote to send two letters to the Highways Authority regarding –

1. Middle Street
2. Wheatley Road

This was proposed by Cllr Price and seconded by Cllr Richardson.

#### 014/24 FINANCIAL MATTERS

##### 1. INCOME

The following income was **NOTED**.

Date	Payee	Description	Amount
05/04/2024	Co-op	Interest	£248.88
15/04/2024	CDC	Precept 1st Instal	£11,805.62
16/04/2024	OCC	Grass Cutting Grant	£883.76

##### 2. NO MOW MAY

It was **RESOLVED** by unanimous vote to -

1. Cease cutting except for the cricket ground for the month of May.
2. To accept the increased charge in June to cut the longer grass.

This was proposed by Cllr S Miller and seconded by Cllr Streule.

##### 3. GRASS CUTTING (April Agenda item)

It was **RESOLVED** by unanimous vote to -

1. To review the Oxfordshire County Council agreement to maintain the verges in the village.
2. To retrospectively accept the contract terms and the additional cost to maintain the verges.

This was proposed by Cllr Richardson and seconded by Cllr Wiles.

#### 4. VILLAGE PLANTERS

It was **RESOLVED** by unanimous vote -

1. For Cllr Richardson to arrange the planters for the village.
2. To spend up to £200 from the Land Maintenance & Small works budget.

This was proposed by Cllr Richardson and seconded by Cllr Miller.

#### 5. MEMBERSHIPS

It was **RESOLVED** by unanimous vote to continue with the following memberships -

1. Society of Local Council Clerks (SLCC) - £229 (50% will be paid back).
2. Oxfordshire Association of Local Council (OALC) - £168.00
3. Campaign to Protect Rural England – (CPRE) - £36.00
4. Oxford Playing Field Association - £42.00
5. Oxford Green Belt Network - £15.00
6. Community First Oxford - £27.50

This was proposed by Cllr Price and seconded by Cllr Streule.

#### 6. INSURANCE

It was **RESOLVED** by unanimous vote to accept the insurance quote from Zurich of £1,256.38 for 2024-25.

It was **NOTED** the clerk to be added as the nominated person in the insurance.

This was proposed by Cllr Price and seconded by Cllr Streule.

#### 7. REGULAR PAYMENTS

It was **RESOLVED** by unanimous vote to continue with the following regular payments.

1. Village Hall - Film Night.
2. Village Hall - Toddler Group.
3. Green Scythe – Gang mowing, verge and grass cutting.
4. Martin Pauling – Burial Ground Maintenance.
5. Top Leaf – Annual Hedge Cut.

This was proposed by Cllr Price and seconded by Cllr Wiles.

#### 8. STANDING ORDER/DIRECT DEBITS

It was **RESOLVED** by unanimous vote to pay via standing order/direct debit -

1. Clerks Wages
2. HMRC payment
3. ICO Certificate

This was proposed by Cllr Richardson and seconded by Cllr Streule.

#### 9. CASHBOOK

It was **RESOLVED** by unanimous vote to agree the cashbook purchases and payments for April and May 2024

Date	Payee	Description	Total
14/05/2024	Islip Village Hall	Film Night - April	£38.40
14/05/2024	OALC	Membership	£168.00
14/05/2024	SLCC (50% to be refunded)	Membership	£229.00
14/05/2024	CDC	6Monthly Dog Bin	£370.66
Date	Payee	Description	Total

14/05/2024	Clerk	Wages - April	£441.32
14/05/2024	HMRC	April HMRC	£47.00
14/05/2024	Green Scythe	Gang Mowing	£84.00
14/05/2024	Oxfordshire History Centre	Burial Documents to show ownership	£8.00
14/05/2024	Clerk	Wages - May	£441.32
14/05/2024	Zurich	Insurance	£1,256.38
14/05/2024	Community First Oxford	Annual membership	£27.50
14/05/2024	Campaign to Protect Rural England	Annual membership	£36.00
14/05/2024	Oxford Playing Field Association	Annual membership	£42.00
14/05/2024	Oxford Green Belt Network	Annual membership	£15.00
			<b>£3,204.58</b>

**015/24 NEWSLETTER ARTICLE**

To **NOTE** items to be included.

**016/24 ITEMS FOR THE NEXT AGENDA**

1. AGAR figures
2. Notice to the electors.
3. Risk assessment (Revised version).

The meeting closed at 21.23

SIGNED: \_\_\_\_\_

Councillor: - Chairman