

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 9th May 2023, 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: **District Councillor:** Julian Nedelcu

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

OTHERS PRESENT: **Members of the Public:** Ten

APOLOGIES: The following apologies were received:
County Councillor: Cllr C Miller.

01/23 ELECTION OF THE CHAIRMAN

It was **RESOLVED** by unanimous vote to appoint Cllr Wiles as chairman for 2023-2024. This was proposed by Cllr Wiles and seconded by Cllr Price. It was **NOTED** Cllr Wiles signed their acceptance of office form.

02/23 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

03/23 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** to accept the minutes for the Parish Council Meeting held on 14th March 2023 as a true record, no meeting was held in April 2023. This was proposed by Cllr Wiles and seconded by Cllr Streule.

04/23 PUBLIC PARTICIPATION

An update regarding the following items was received.

- Botley West Solar Farm
- Proposal to demolish and rebuild a property.

05/23 COUNTY AND DISTRICT COUNCILLOR REPORTS

The councillors present gave their reports.

06/23 PLANNING APPLICATIONS

None

07/23 THAMES WATER

It was **RESOLVED** by unanimous vote to send the letter drafted by Mr. Wilkinson regarding the discharging of sewage into the River Ray to Thames Water and be copied to the local MP.

It was **RESOLVED** to circulate the letter to other parish councils to raise awareness to these concerns.

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

08/23 NEWSLETTER ARTICLE

It was **NOTED** the clerk would send an update of key points from the meeting to be included in the next newsletter.

09/23 POLICY REVIEW

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

1. Code of Conduct 2022
2. Standing Orders 2018 (v2 April 2022)
3. Financial Regulations 2018

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

It was **NOTED** the approved policies would be uploaded to the parish councils website.

010/23 COUNCILLOR PORTFOLIO'S

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

1. Cllr Wiles – Parish council properties and planning.
2. Cllr Price – Community Speed Watch, traffic, and railways.
3. Cllr Richardson – Planning, including strategic planning and the neighbourhood plan.
4. Cllr S Miller – Flooding and Environment
5. Cllr. Streule – Playground and the playing field.

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

011/23 FINANCIAL MATTERS

1. Income

The following income was **NOTED**.

Date	Payee	Details	Amount
13/04/2023	Oxfordshire County Council	Grass cutting	£883.79
14/04/2023	Cherwell District Council	Precept	£11,805.62

2. Memberships

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

- I. Society of Local Council Clerks (SLCC) - £111
It was **NOTED** that the SLCC has combined the membership of both parishes the clerk works for onto one invoice, and the cost will be shared.
- II. Oxfordshire Association of Local Councils - £146
- III. Campaign to Protect Rural England - £36
- IV. Oxford Playing Field Association. - £42
- V. Oxford Green Belt Network. - £15
- VI. Community First Oxford.- £27.50

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

3. Insurance

- i. It was **RESOLVED** by unanimous vote to accept the insurance quote from Zurich at a cost of £1,245.97 for the year.
This was proposed by Cllr Wiles and seconded by Cllr Streule.
- ii. It was **NOTED** this is over the allocated £1,150 budgeted, but within the 15% difference outlined in the financial regulations.
- iii. It was further **NOTED** damage to a vehicle by a tree had been processed through the parish council's insurance.

4. Regular Payments

1. Village Hall

It was **RESOLVED** by unanimous vote to continue supporting the following community groups with their rent payments to the Village Hall for 2023-24.

1. Film night up to £450.
2. The Toddler Group up to £700.

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

2. Green Scythe

It was **RESOLVED** by unanimous vote to continue with Green Scythe as the contractor for grass and verge cutting, and to keep the frequency of cuts the same as the year before, up to £5,700 + vat.

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

It was **NOTED** for the clerk to request a quote from Green Scythe to cut two footpaths in the village.

5. Grants

It was **NOTED** the chairman of the council would request more information from the Village Hall regarding their grant request.

6. Standing Orders/Direct Debits

It was **RESOLVED** by unanimous vote to pay the following payments via standing order/direct debit.

1. Clerks' wages
2. HMRC payments

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

7. Cashbook

- i. It was **RESOLVED** by unanimous vote to approve the cashbook purchases for April and May 2023.

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

Date	Payee	Description	Total
09/05/2023	M Pauling	Clearance of New Burial Ground	£875.00
09/05/2023	Village Hall	Film Night - April	£38.40
10/05/2023	Village Hall	Toddler Group Jan 23 - Mar 23	£211.20
09/05/2023	Society of Local Council Clerks	Annual membership	£222.00
09/05/2023	Oxford Association of Local Councils	Annual membership	£156.00
09/05/2023	Zurich	Annual Insurance	£1,245.97
09/05/2023	Cherwell District Council	Emptying Dog Bins	£350.06
09/05/2023	Clerk	Wages - April	PRIVATE
09/05/2023	Clerk	Wages - May	PRIVATE
09/05/2023	Clerk	Stamps	£15.20
09/20/2023	Basil Clarke	Annual Payment	PRIVATE
		Total	£4,365.17

- ii. It was **RESOLVED** by unanimous vote to approve the cashbook payments for April and May 2023.

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

012/23 ITEMS PROPOSED FOR THE NEXT AGENDA

It was **NOTED** councillors need to submit proposals to the clerk in writing at least 10 clear days before the meeting it is proposed for. (As per standing order 9B).

- AGAR Figures – Clerk
- Fence for the playground – Cllr Streule
- Grant Application – Cllr Wiles
- To form a Staffing Committee - Clerk

013/23 Date of the next meeting:

The date of the next meeting is Tuesday 13th June 2023 at 19.30, at the Islip Village Hall.

**** Exclusion of the public and press****

014/23 STAFFING MATTERS

1. Clerk Employment Contract

It was **RESOLVED** by unanimous vote to approve the draft employment contract and for the chairman to sign.

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

2. Gardener Payment

It was **RESOLVED** by unanimous vote to make the annual payment to the gardener.

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

The meeting closed at 21.15

SIGNED: _____

Councillor: Nathan Wiles - Chairman