

ISLIP PARISH COUNCIL MINUTES

Minutes of the Council Meeting held on Tuesday, 8th November 2022, at 7.30 pm

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

OTHER COUNCILLORS: **District Councillors:** Gemma Coton.
County Councillor: Calum Miller

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

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

APOLOGIES: The following apologies were received:
Parish Councillors: Nina Gray
District Councillor: Angus Patrick

051/22 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

052/22 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** by unanimous vote to accept the minutes for the Parish Council Meeting held on Tuesday 18th October 2022.

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

053/22 PUBLIC PARTICIPATION

- There were discussions regarding the parish council's gravel car park and the usage.

054/22 COUNCILLOR UPDATES

The councillors present gave their reports.

055/22 PLANNING APPLICATIONS

The following 3 applications were reviewed

App Ref	Address	Description	Ward	Deadline	Outcome
22/01424/F	Raybourne House, Mill Street, Islip, OX5 2SZ	Install air source heat pumps to house and separate cottage	Islip	08.11.2022	No objections
22/03188/F	OS Parcel 6990 Adj B4027 NW Of Reservoir, Wheatley Road, Islip	Retention of haul road to Woodeaton Quarry and change of use for agricultural use.	Islip	16.11.2022	No objections
22/03166/F	Japonica, 1 Church Lane, Islip, Kidlington, OX5 2TA	Removal of small portion of wall and new bay window added to rear/ side of existing house; three Conservation rooflights and stove flue to single storey roof at rear; new canopy over front door.	Islip	11.11.2022	No objections

056/22

1. PLAYGROUND REPAIR AND MAINTENANCE

It was **RESOLVED** by unanimous vote to agree to the remedial works as recommended from the ROSPA report -

1. Viking Ship at a cost of £1,044 inc. vat

2. Rota Web at a cost of £ 318.00 inc. vat
3. Cableway at a cost of £780 inc. vat
4. Basket Swing at a cost of £1,056 inc. vat
5. Toddler Swing at a cost of £90 inc. vat
6. Trim trail at a cost of £450 inc. vat
7. Rocket Chair at a cost of £348 inc. vat

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

2. PLAYGROUND SWING

It was **RESOLVED** by unanimous vote to agree to repair the existing junior two-seater swing at a cost of £1,212.00.

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

3. ROCKER CHAIR

It was **RESOLVED** by unanimous vote to agree to replace the spring rocker chair and handles at a cost of £444.48 inc. vat

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

057/22 FINANCIAL MATTERS

1. Income

It was **NOTED** a payment of £194 was received from the burial ground.

2. Signatories

It was **RESOLVED** by unanimous vote for Cllr S Miller to be added as a bank signatory.

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

3. Clerk Annual Bonus

It was **RESOLVED** by unanimous vote to pay the clerk the annual bonus.

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

4. Cashbook Payments

It was **RESOLVED** by unanimous vote to agree to pay the following cashbook payments

08/11/2022	Jane Olds	Internal Audit 2021-22	£280.00
08/11/2022	Reids Playground Maintenance	Repair and make good the existing Viking Ship	£1,044.00
08/11/2022	Reids Playground Maintenance	Repair and make good the existing rota web	£318.00
08/11/2022	Reids Playground Maintenance	Repair and make good the existing cableway	£780.00
08/11/2022	Reids Playground Maintenance	Repair and make good the existing basket swing	£1,056.00
08/11/2022	Reids Playground Maintenance	Repair and make good the existing toddler swing	£90.00
08/11/2022	Reids Playground Maintenance	Repair and make good the existing Trim Trail	£450.00
08/11/2022	Reids Playground Maintenance	Repair and make good the existing Rocket Chair	£348.00
08/11/2022	Reids Playground Maintenance	Repair and make good the existing Ball wall	£1,074.00
08/11/2022	Reids Playground Maintenance	Repair and make good the existing Ball wall	£1,074.00
08/11/2022	Reids Playground Maintenance	Repair and make good the existing Junior Swing	£1,212.00
08/11/2022	Sutcliffe Play	Replacement spring rocker chair and handles	£444.48
08/11/2022	Cherwell District Council	Parish Election Charges	£100.00
08/11/2022	Village Hall	Film Night October	£38.40
18/10/2022	Clerk via expenses	HMRC	Private
08/11/2022	Clerk	Salary - November	Private
08/11/2022	Clerk	Annual Bonus	Private
		Total	

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

5. Budget 2023-2024

It was **RESOLVED** by unanimous vote to approve the budget for 2023-24

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

Cost	Budgeted
Insurance	£1,150.00
Grants	£3,500.00
Subscriptions	£500.00
Dog Bin Maintenance	£1,300.00
Dog Waste bins	
Dog bags	
Audits	£500.00
External Audit	
Internal Audit	
Ground Maintenance	£4,950.00
Maintenance - Burial Ground	
Maintenance - Playing field	
Maintenance - Millennium Wood	
Maintenance - Verges & Greens	
Land Maintenance & Small Works	£1,500.00
Maintenance - War mem/cross tee	
Maintenance - Hedges	
Maintenance - Planters of the village	
Maintenance - Strim footpaths	
Maintenance - tree surgery	
Maintenance - tree survey	
Maintenance - tree planting	
Website	£550.00
Annual Wix Subscription	
Mailboxes	
Domain Name 2 Yearly (£200)	
Training	£600.00
Allocation per councillor	
Staff Costs	£8,600.00
Clerk wages	
Allocation for additional hours for clerk (to be reviewed)	
Clerk Bonus	
HMRC	
Playground Maintenance/Refurbishment	£2,620.00
Rospa annual check	
Reserves for maintenance	
Quarter playground checks	
Stationery	£180.00
Printer Ink	

Stamps	
Paper (box)	
Mobile phone credit	
Envelopes	
Solicitors' fee's	£500.00
Total Expenditure	£26,450.00

6. It was **NOTED** that the precept request of £23,611.24 would remain the same.
7. It was **NOTED** that the council were anticipating the following income to cover the shortfall with expenditure.

Income	Amount
Precept	£23,611
OCC Grant	£885.00
Swan Car Park	£1,900
Allotments	£55.00
Total Income	£26,451

8. It was **RESOLVED** to allocate the following funds for the reserves.
This was proposed by Cllr Streule and seconded by Cllr S Miller.

Reserves	Amount	Description
General reserves	£5,900.00	Best practice to hold 3/12 months precept
Earmarked reserves		
Grants	£2,000.00	To cover additional requests if allocation is spent
Staff costs	£2,500.00	To cover additional costs equipment, training, locum clerk, independent review of hours by OALC
Councillor training	£840.00	To cover cost of courses relevant to portfolio
New Councillor mailbox	£250.00	To cover additional mailboxes
Land maint. and small works	£1,900.00	To cover additional requests from the village if allocation is spent
Ground maintenance	£3,000.00	To cover additional requests from the village if budget allocation is spent
Playground refurb/replace	£48,000.00	To cover the ongoing costs to maintain
Playing field project	£6,000.00	To cover the costs of an equipment from consultation
Insurance claim excess	£250.00	Policy excess on claim (£100 per item)
Total Reserves	£71,390.00	

058/22 Proposed Items for the next agenda

- To adopt the District Councils Code of Code.
- To set up a staffing committee.
- Reserves policy.

The meeting closed at 21.30

SIGNED: _____
Councillor: Nathan Wiles – Chairman