

Minutes of the Fyfield and Tubney Annual Parish Meeting and the Annual Parish Council Meeting held on Thursday 11th May 2023.

1. Present:

Mrs Penny Budgen – Chair.
Mrs Claire Cable-Alexander.
Dr Dimitrios Hatzis.
Dr. Sarah Stanhope.
Mr Alan Woodward.
Dr Stephen Fraser – Clerk.

6 members of the general public.

Annual Parish Meeting

There being no issues raised not covered by the agenda, the chairman moved onto the Annual Parish Council Meeting.

Annual Parish Council Meeting

2. Acceptance of Office and Register of Members Interests.

The Clerk circulated forms for the above which were duly signed by the members present. It was **resolved** that Mr Keene's signing be deferred until he was discharged from hospital.

3. Election of Chairman.

Mrs Budgen was nominated by Dr Hatzis and seconded by Mrs Cable-Alexander. There being no other nominations, Mrs Budgen was elected 'nem. con.'

4. Apologies.

Apologies had been received from Mr Nicholas Keene and Mr Mark Coleman, District Councillor.

5. Minutes of the last meeting.

These were signed as a true record by the Chairman.

6. Matters arising.

i. Coach Road.

Mrs Budgen had been pointed towards Matthew Tims, Principal Officer of the Area Maintenance and Operations team. They would examine the road and assess any remedial action.

Meanwhile, the church steps fell under Maintenance rather than Road Safety and would be re-examined.

ii. Path Warden's Report.

The Clerk read out the report from Pete Day. Several items had been reported to OCC Countryside Access team. **The Clerk to seek feedback on those items and to clarify what could be done about items that are the responsibility of the landowner.**

iii. Defibrillator Course.

The Clerk had received indication of attendance from 16 parishioners. Despite the request, there was little expression of preference to daytime/evening and weekday/weekend. **The Clerk would request a Saturday afternoon slot from SSE and then re-circulate.**

iv. A420 Pavement Extension.

The extension to the pavement was apparently on the 23/24 Road Fund List according to Lee Turner. However, the feasibility had not been examined.

v. **Community SpeedWatch Group.**

A group had been formed under the direction of Jeremy Roche. Training had been done and several sites approved by the police. The Clerk had purchased a Starter Kit (Speed Gun, 2 HiVis jackets and other minor items) and an additional HiVis jacket as the police required three people to participate any one time. He had also ordered two signs to be erected at each end of the road after permission to use the 30mph poles had been granted by OCC.

vi. **Litter Bin at Fyfield West Bus Stop.**

Mrs Budgen would chase this once more.

vii. **Registration of Village Greens.**

The Clerk had deferred this action as the audit was more pressing.

7. Community Area in Fyfield Church.

Mrs Greaves had sent an update on fund raising to the Clerk. Mr MacElvogue informed the meeting that over half the budgeted costs had now been raised by donations and grants from small organisations. This opened the door to approaching those organisations that would make larger grants based upon the demonstrable support to date.

8. Neighbourhood Priorities Survey.

To date there had been 36 responses recorded but some of these did not complete all the questions. A summary to date had been circulated to the council. Some residents claimed not to have seen the invitation whilst others had not realised that a response from all residents in a household was permissible, not just the people on the Clerk's email distribution list.

It was decided to circulate a paper flier to all households emphasising the above points and indication that a paper copy of the survey was available if people had difficulty with the online forms. **Mrs Budgen would produce the flier and organise distribution.**

9. Planning.

The following applications have been returned with No Objection.

- P23/V0894/HH Thatch House, Tubney

10. Finance.

The Clerk requested payment of the following which had fallen during the previous financial year:

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|------------------------------|---------|
| • Web Site Fees for 2 years | £102.17 |
| • Web Domain Fees for 1 year | £38.24 |

The payments were approved and a copy of the transactions for 2022-2023 was circulated. The Precept Account was closed with a balance of £7,408.71 and the CIL Account with a balance of £6,051.92. There being no objections, it was **resolved** to sign off this statement. A copy is published on the parish web site.

The Clerk reported that the first instalment of precept payment and a CIL payment had been received.

The financial statement from the start of the new financial year was as follows:

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|------------------------------------|------------|
| • Precept Account brought forward. | £7,408.71 |
| • Precept received. | £2,500.00 |
| • Available Precept | £9,908.71 |
| • CIL Account brought forward. | £6,051.92 |
| • CIL Payment received. | £10,798.67 |
| • Available CIL | £16,850.59 |

The Clerk sought approval for the annual Comet Bus Subsidy and it was **resolved** to pay £500.00 to the 3 Villages Comet Bus Group. **The Clerk to verify the subsidy amount since last year, only a reduced subsidy of £350 was requested.**

The Clerk requested reimbursement for the following:

- | | |
|--|---------|
| • SpeedWatch Starter Kit | £646.34 |
| • Additional SpeedWatch HiVis Jacket | £34.20 |
| • SpeedWatch Signs for Abingdon Road, Tubney | £140.98 |

The starter kit and additional jacket had been forwarded to Jeremy Roche who was the SpeedWatch co-ordinator. The signs would be collected from Aylesbury when ready and erected by the Clerk; permission to use the 30mph posts having been obtained from OCC. It was **resolved** to reimburse the Clerk for the above.

Mrs Budgen submitted receipts for the sparkling wine supplied at the Coronation Picnic and for the laminated advertising sheets. It was **resolved** to pay Mrs Budgen £201.13.

As yet there was no invoice for the ice cream at the above event. It was anticipated to be £76.99 and it was **resolved** to pay the invoice on receipt.

A Copy of the Risk Assessment and Management (financial) for the period 1st May 2023 to 31st March 2024 was circulated for review and subsequently **adopted**. A copy is published on the parish web site.

The Clerk reported that the Internal Audit had been completed and circulated. There were no issues arising. It was **resolved** to accept the Internal Audit Report.

The Certificate of Exemption statement was circulated for review and duly **signed** by the Chairman and Clerk. This to be forwarded to the External Auditors.

The Annual Governance statements were agreed by Council and duly **signed** by the Chairman and Clerk.

The Accounting Statements, being in agreement with the above year end financial statement, was agreed and duly **signed** by the Chairman and Clerk.

All audit documents to be posted on the parish web site.

11. AOB.

Mr Harris thanked the Council for organising the gathering on Fyfield green to celebrate the Coronation. There had been approximately 100 attendees and was an enjoyable experience.

Mrs Budgen had sought clarification from Gigaclear as to the provision of internet services to the properties in Tubney to the north of the A420. Their map had shown access points though none existed. It became clear that no attempt would be made to connect these properties as the cost of crossing the A420 was prohibitive. Residents currently had access through their BT lines and it was up to them to complain and seek improved speeds.

Mr MacElvogue enquired about the safety improvements to Netherton Lane. Mrs Budgen informed the meeting that orders had been placed by OCC for new signs and poles and that gates were expected in 4/6 weeks. Installation would occur at some later date.

There was some general discussion as to how communication between residents could be improved. Some thought was given to a more general online discussion service where council and residents could post information and seek help. **Mrs Budgen to speak to Philip Hatzis regarding the options.**

There being no further business the meeting closed at 8:55pm.

Next Meeting Thursday 14th September 2022.