

**GREAT COXWELL PARISH COUNCIL  
ANNUAL MEETING 2024**

The Members of the Great Coxwell Parish Council are summoned to attend the Great Coxwell Parish Council Annual General Meeting to be held on Monday 20<sup>th</sup> May 2024, at 6:45pm in The Reading Room, Great Coxwell.

Members of the public are invited to attend.

**AGENDA**

1. Election of Chair
2. Declaration of Acceptance of Office by Chairman of the Parish Council
3. Election of Vice Chairman
4. Confirmation of accuracy of registers of interests by Councillors
5. Apologies for Absence
6. Declarations of interest in relation to matters on the agenda
7. Representations by members of the public (on agenda items or matters to be added to the next agenda)
8. Approval and signing of minutes of last meetings: 19.02.2024 and 04.03.2024
9. County Councillor's Report
10. District Councillor's Report
11. Correspondence: bus stop sign report; suspicious activity reporting
12. New Business:
  - 12.1 Frequency of power-cuts
  - 12.2 Biffa village deep clean July 2024 (note request: pavement from Dane's House to Post Box)
13. Ongoing Business:
  - 13.1 Verges/Large verge management: BGG quote and resolution to approve quote for 2024; verge cutting map 2024
  - 13.2 Welcome information link for new villagers: report progress
  - 13.3 Dog-mess signs: report progress
  - 13.4 Neighbourhood Plan Update 2025: report discussions
  - 13.5 Drainage/Ditches: update
  - 13.6 Hedges
  - 13.7 Neighbourhood Watch
  - 13.8 Telephone Box
14. The Park: repairs/maintenance
15. Finance:
  - 15.1 To receive and note Internal Audit Report.
  - 15.2 Approval of Annual Governance Statement and sign section 1 AGAR.
  - 15.3 Council to consider, approve and sign AGAR Accounting Statements 2023/4 (section2)
  - 15.4 Declaration that Parish Council is exempt from sending the completed Annual Governance & Accountability Return to the External Auditor for a limited assurance review and approval and signature of certificate of exemption (pg3).

**15.5. Note publication of notice of the period of public rights of inspection will take place 3 June 2024 for 30 consecutive working days, including first 10 days of July, to 12 July 2024.**

**15.6. Approval of all payments since 19.02.2024 (noting authorised signatories and income received):**

*Parish Council*

19/02/2024	Ear-Marked Reserves Transfer	£438.52	£20,995.54	Transfer to PC Ear-Marked Reserves see Minutes 2024(PC)115
23/02/2024	Parish Reading Room	£108.00	£20,887.54	Room Hire PC Meetings x6
23/02/2024	Parish Reading Room	£300.00	£20,587.54	s.137 payment re Drop-In Group room hire
27/02/2024	Prestige Fire Protection Ltd	£126.00	£20,461.54	Fire Extinguisher service & replacement – Reading Room
04/03/2024	Biel Consultancy Ltd re Carrington Blake Ltd	£24.00	£20,437.54	Happie Payroll Services
15/03/2024	Payroll	£797.80	£19,639.74	60 hr 1 Decto 29 Feb & £40 expenses
15/03/2024	BGG Garden and Tree Care Ltd	£72.00	19,567.74	War Memorial Hedge Cutting
15/03/2024	BGG Garden & Tree Care	£1,020.00	18,547.74	Park Hedge Cutting and Wildflower Meadow Cut
15/03/2024	BGG Garden & Tree Care	£30.00	18,517.74	Church Lane cutting area
	Opening Balance		£18,517.74	
26/03/2024	The Electrical Compliance Collective Ltd	£781.65	£17,736.09	Tecc Electrical work to Reading Room
28/03/2024	The Electrical Compliance Collective Ltd	£99.99	£17,636.10	Tecc Electrical work to Reading Room
03/04/2024	Anderson IT Consulting Ltd	£46.87	£17,589.23	Fasthosts Email Boxes
04/04/2024	SLCC	£105.00	£17,484.23	Membership Fee 2024-5
01/03/2024	OALC	£168.00	£17,316.23	Membership Fee 2024-5
		-		
INCOME	Vale of White Horse	£8,206.50	£25,522.73	Precept - 1st Half
24/04/2024	Ms LJ Wilkinson	£150.00	£25,372.73	Internal audit fee PC
INCOME	Vale of White Horse	-508.24	£25,880.97	OCC Grass Cutting Payment
07/05/2024	OALC	£72	£25,808.97	OALC Training – New Cllr

*The Reading Room:*

12/02/2024	Everflow Limited	£2.44	£1,229.43	Water supply
12/02/2024	EDF - Gas	£172.92	£1,056.51	Gas supply 29 Dec 23 to 11 Feb 24
19/02/2024	Coffee Morning Donation	-£300.00	£1,356.51	Coffee Mornings - INCOME DONATION
23/02/2024	Room Hire Income	-£12.00	£1,368.51	Room Hire - INCOME
23/02/2024	Room Hire Income	-£108.00	£1,476.51	Room Hire - INCOME
23/02/2024	Room Hire Income	-£300.00	£1,776.51	Room Hire - INCOME
01/03/2024	British Gas - Electricity	£23.33	£1,753.18	Electricity Supply 29Janto 27 Feb 24
14/03/2024	Everflow Limited	16.10	£1,737.08	Water supply
27/02/2024	EDF - Gas	45.33	£1,691.75	Gas supply 12 Feb to 26 Feb 24
15/03/2024	BGG Garden and Tree Care Ltd	36.00	£1,655.75	Grass Cutting
	Opening Balance		£1,655.75	
03/04/2024	Everflow	£1.17	£1,654.58	Water/Waste Supply inclu credit - £10.30

02/04/2024	British Gas	£25.14	£1,629.44	Electricity Supply 27 Feb to 30 Mar 24
29/03/2024	EDF	£86.70	£1,542.74	Gas Supply 27 Feb to 28 Mar 24
12/04/2024	Everflow	£17.85	£1,524.89	Water/Waste Supply
19/04/2024	Room Hire	-£48.00	£1,572.89	Income Room Hire 29/04/2024
15/03/2024	Vale of White Horse	£109.84	£1,463.05	Refuse/waste collections Apr 23 to Mar 24
01/05/2024	British Gas	£21.27	£1,441.78	Electricity supply 30 Mar to 27 Apr
22/02/2024	Vale of White Horse	-£325	£1,766.78	Room Hire 02/05/24

**15.7 PC noted its spending powers: Reading Room provision and expenses (LGB 1972, s.133; LG (Misc Prov) Act 1976, s.19) & park maintenance; verge cutting (Highways Act 1980,s.196); war memorial (War Memorials Act 1923 s.1/LGA 1948 s.133); memberships (LGA 1972, s.143); training (LGA 1972, s.175)**

**15.8 Report bank balances and bank reconciliation for authorization**

**15.9 Approval of room hire payment for Community Drop-In as being a s.137 benefit to the community, commensurate with the expenditure incurred.**

## **16. Administration & Policy**

**16.1. Renewal of Council Insurance Policy: approval of payment £853.93; trustee indemnity £144**

**16.2. Confirm review of Parish Council 'Assets, Facilities, Activities & Responsibilities'**

**16.3. Confirm review of Parish Council's 'Financial Risk Management Record'; 'Statement of Internal Control' for 2024/5**

**16.4. Proposal to adopt updated Standing Orders.**

**16.5. Discuss actions to adopt updated Statement of Accessibility for compliance with Web Content Accessibility Guidelines version 2.1 AA standard**

**16.6. Councillors' areas of responsibility**

## **17. Planning**

### **New matters since last meeting:**

- **P24/V0375/HH:** amendment to reduce first floor extension Pieman's Thatch. No further comment from the Parish Council submitted 07/05/24

### **No further developments since last meeting:**

- **P22/V0996/RM:** Reserved Matters relating to outline planning for 125 dwellings on land to south of Steeds Farm: objection submitted (23.05.22). Amendment thereto: 18.10.22 (objection submitted 12.11.2022).
- **P23/VO284/FUL:** land to south of Steeds Farm: drainage. (comments submitted 27.02.23).
- Amendments to landscaping/layout/scale. Discharge of conditions 28.02.23: objection submitted (23.03.23). Decision: discharge of conditions refused.
- **P23/V1809/DIS:** discharge of condition 8 on P20/V0658/RM reserved matters planning application 190 residential dwellings land south of Highworth Road, Faringdon. Not for public consultation.
- **P22/V0996/RM:** Appeal to Secretary of State against refusal of an application for reserved matters (comments/modification/withdrawal of previous representation by 21.11.23). Appeal has been allowed.
- **P23/V2162/RM:** for development work at Land South of Steeds Farm, application for reserved matters (objection submitted 13.10.23)

**Decided since last meeting:**

Any further outstanding applications arising at the time of meeting.

**18. Any other business/announcements to be added to next meeting's agenda.**

**19. Date of next meeting**

Joanna Farrant

Parish Clerk

(Joanna Farrant)

13<sup>th</sup> May 2024