



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: Katherine Doughty

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MINUTES OF THE EXTRA PARISH COUNCIL MEETING HELD ON MONDAY 10TH OCTOBER 2011 IN MINSTER LOVELL METHODIST CHURCH AT 7.30PM

1. **Present:** Cllr David Haley, Cllr Colin Alderman, Cllr Tom Smith, Cllr Jonathan Stowell and Mrs Katherine Doughty (Clerk).

Parishioners and visitors present: 1.

Apologies for absence: Cllr Sue Bicker.

The Chairman opened the meeting at 7.30pm.

2. **Declaration of interest in agenda items if considered necessary.**

Items 4 and 5 – To review new planning applications and to draft the precept for the next financial year 2012/13 for resolution at the October Parish Council Meeting – Cllr Stowell and Cllr Alderman declared interests being Trustees for Wash Meadow.

Item 5 – To draft the precept for the next financial year 2012/13 for resolution at the October Parish Council Meeting – Cllr Smith declared an interest being a committee member of St Kenelm's Hall Management Committee.

Item 5 – To draft the precept for the next financial year 2012/13 for resolution at the October Parish Council Meeting – Cllr Haley declared an interest being a committee member of Minster Lovell Playing Field Trust.

3. **Ten minute parishioner's question time on agenda items.**

A parishioner handed the Clerk a photograph of a lorry tanker parked in Ripley Avenue, who was concerned at the proposed access route regarding planning application 11/1400/P/OP. The Clerk will forward the photograph to Planning Services, West Oxfordshire District Council.

4. **To review new planning applications.**

| | Ref. No. | Address | Proposed | Decision |
|----|--------------|-----------------------|--|--|
| 1. | 11/1507/P/FP | 113 Brize Norton Road | Removal of existing conservatory and erection of single storey front and rear extensions to increase accommodation and form double garage. | Minster Lovell Parish Council objects to this application as it is contrary to the following West Oxfordshire Local Plan 2011 policies:- <ul style="list-style-type: none">• BE2 a), b)• H2 a) f) The Council specifically objects to development in front of the building line. However, the application is considered acceptable if the proposed garages were re-sited to the rear of the property. |

| | | | | |
|----|--------------|-------------|--|---|
| 2. | 11/1529/P/FP | Wash Meadow | Erection of replacement cricket practice nets. | Cllr Stowell and Cllr Alderman declared a personal interest. No comment. |
|----|--------------|-------------|--|---|

5. To draft the precept for the next financial year 2012/13 for resolution at the October Parish Council Meeting.

The document attached was reviewed and figures drafted for resolution at the October Parish Council Meeting.

The meeting closed at approximately 8.20pm.



Katherine Doughty
Parish Clerk

Signature of Chairman upon approval of Minutes 17th October 2011

Copies of Minutes to:

Rodney Rose, County Councillor, Oxfordshire County Council.

Warwick Robinson, District Councillor, West Oxfordshire District Council.

Simon Hoare, District Councillor, West Oxfordshire District Council.

PRECEPT MEETING - MONDAY 10TH OCTOBER 2011

| | Historical Information | | | | | | Current Information | | | | Notes | |
|---|-----------------------------------|-----------------------------------|--------------------|--------------------|---|---|---|--------------------|---|---|-------|--|
| | Income/ Expenditure 2009/10 | Income/ Expenditure 2010/11 | Precept 2010/11 | Precept 2011/12 | Precept Difference 2011/12 - 2010/11 | Precept Variance 2011/12 - 2010/11 | Income/ Expenditure to date 2011/12 (6 mths) | Precept 2012/13 | Precept Difference 2012/13 - 2011/12 | Precept Variance 2012/13 - 2011/12 | | |
| | £ | £ | £ | £ | £ | % | £ | £ | £ | % | | |
| EXPENDITURE:- | | | | | | | | | | | | |
| MAINTENANCE:- | | | | | | | | | | | | |
| Village maintenance/bus shelters | 1330.97 | 410.00 | 500.00 | 300.00 | -200.00 | -40.00 | 1332.20 | 300.00 | 0.00 | 0.00 | | |
| Grass cutting | 547.93 | 493.00 | 0.00 | 0.00 | | | 246.20 | 0.00 | 0.00 | 0.00 | | |
| Ripley Avenue General Maintenance | 375.49 | 1785.00 | 1000.00 | 700.00 | -300.00 | -30.00 | 3649.40 | 900.00 | 200.00 | 22.22 | | Need to include £75 p.a. for ditch maintenance. |
| TOTAL | 2254.39 | 2688.00 | 1500.00 | 1000.00 | -500.00 | -33.33 | 5227.80 | 1200.00 | 200.00 | 16.67 | | |
| PRECEPT FUNDING:- | | | | | | | | | | | | |
| Fishing Bailiff | 150.00 | 75.00 | 150.00 | 150.00 | 0.00 | 0.00 | 75.00 | 150.00 | 0.00 | 0.00 | | |
| St Kenelm's Parochial Church Council | 2100.00 | 2240.00 | 2240.00 | 2100.00 | -140.00 | -6.25 | 1050.00 | 2100.00 | 0.00 | 0.00 | | |
| St Kenelm's C of E School | 300.00 | 0.00 | 0.00 | 0.00 | | | 0.00 | 0.00 | 0.00 | 0.00 | | |
| Trustees of Wash Meadow | 2500.00 | 2500.00 | 2500.00 | 2375.00 | -125.00 | -5.00 | 1187.50 | 2375.00 | 0.00 | 0.00 | | Further funds will be required for riverbank work. |
| Minster Lovell Playing Field Trust | 2,000.00 | 2000.00 | 2000.00 | 1900.00 | -100.00 | -5.00 | 950.00 | 1900.00 | 0.00 | 0.00 | | |
| Minster Lovell Methodist Church | 2,000.00 | 2000.00 | 2000.00 | 1900.00 | -100.00 | -5.00 | 950.00 | 1900.00 | 0.00 | 0.00 | | |
| St Kenelm's Hall Management Commi | 2000.00 | 2000.00 | 2000.00 | 1900.00 | -100.00 | -5.00 | 950.00 | 1900.00 | 0.00 | 0.00 | | |
| TOTAL | 11050.00 | 10815.00 | 10890.00 | 10325.00 | -565.00 | -5.19 | 5162.50 | 10325.00 | 0.00 | 0.00 | | |
| CLERKS ACCOUNTS:- | | | | | | | | | | | | |
| Computer/software/website | 321.62 | 155.00 | 300.00 | 150.00 | -150.00 | -50.00 | 0.00 | 155.00 | 5.00 | 3.23 | | |
| Stationery | 378.18 | 458.00 | 200.00 | 400.00 | 200.00 | 100.00 | 133.61 | 250.00 | -150.00 | -60.00 | | |
| Postage | 43.06 | 33.00 | 50.00 | 30.00 | -20.00 | -40.00 | 15.50 | 30.00 | 0.00 | 0.00 | | |
| Salary | 6204.24 | 6481.00 | 6600.00 | 6600.00 | 0.00 | 0.00 | 3265.36 | 6530.00 | -70.00 | -1.07 | | |
| Telephone | 200.00 | 200.00 | 200.00 | 200.00 | 0.00 | 0.00 | 100.02 | 200.00 | 0.00 | 0.00 | | |
| Office allowance | 1200.00 | 1200.00 | 1200.00 | 1200.00 | 0.00 | 0.00 | 600.00 | 1200.00 | 0.00 | 0.00 | | |
| TOTAL | 8347.10 | 8527.00 | 8550.00 | 8580.00 | 30.00 | 0.35 | 4114.49 | 8365.00 | -215.00 | -2.57 | | |
| REGULATORY:- | | | | | | | | | | | | |
| Insurance | 1118.40 | 1070.00 | 1000.00 | 1000.00 | 0.00 | 0.00 | 1070.73 | 1070.00 | 70.00 | 6.54 | | |
| Audit Fees & Accountant | 517.75 | 445.00 | 500.00 | 500.00 | 0.00 | 0.00 | 552.00 | 550.00 | 50.00 | 9.09 | | |
| TOTAL | 1636.15 | 1515.00 | 1500.00 | 1500.00 | 0.00 | 0.00 | 1622.73 | 1620.00 | 120.00 | 7.41 | | |
| OTHER:- | | | | | | | | | | | | |
| Training/Seminars | 92.48 | 416.00 | 0.00 | 200.00 | 200.00 | 200.00 | 0.00 | 0.00 | -200.00 | 0.00 | | |
| Hall Hire | 576.00 | 366.00 | 500.00 | 600.00 | 100.00 | 20.00 | | 380.00 | -220.00 | -57.89 | | £366 paid last fin.yr. Projecting at £378 this fin.yr. |
| Subscriptions | 434.85 | 626.00 | 500.00 | 400.00 | -100.00 | -20.00 | 0.00 | 350.00 | -50.00 | -14.29 | | £351 paid last fin.yr. |
| OALC | 247.85 | 211.69 | | 253.05 | | | | | | | | |
| ORCC | 20.00 | | | 0.00 | | | | | | | | |
| OPFA | 32.00 | 34.00 | | 34.00 | | | | | | | | |
| CPRE | 29.00 | | | 0.00 | | | | | | | | |
| SLCC | 106.00 | 106.00 | | 106.00 | | | | | | | | |
| Village News | 461.88 | 340.00 | 300.00 | 350.00 | 50.00 | 16.67 | 173.00 | 350.00 | 0.00 | 0.00 | | |
| Misc/Adverts | 456.96 | 230.98 | | | | | | | 0.00 | 0.00 | | |
| Bank charges | 30.80 | 40.00 | 25.00 | 40.00 | 15.00 | 60.00 | 15.40 | 30.00 | -10.00 | -33.33 | | |
| Investments | | | | | | | | | 0.00 | 0.00 | | |
| Vandalism | | 285.00 | | | | | | | 0.00 | 0.00 | | |
| TOTAL | 2052.77 | 2303.98 | 1325.00 | 1590.00 | 265.00 | 20.00 | 188.40 | 1110.00 | -480.00 | -43.24 | | |
| PROJECTS AND GRANTS TAKEN FROM BALANCES:- | | | | | | | | | | | | |
| Ripley Avenue Fun Days | 512.76 | 1192.04 | | | | | 56.03 | | 0.00 | 0.00 | | |
| Allotments | 2582.34 | 1665.00 | | | | | 36.79 | 350.00 | 350.00 | 100.00 | | |
| War memorial - additional names | | | | | | | 205.00 | | 0.00 | 0.00 | | |
| Village Day | | 179.17 | | | | | 285.00 | | 0.00 | 0.00 | | |
| Minster Lovell Mother & Toddler Centre | | 400.00 | | | | | | | 0.00 | 0.00 | | |
| Trustees of Wash Meadow - signage | | 400.00 | | | | | | | 0.00 | 0.00 | | |
| Graham Kew Village Film & Book Proj | 1000.00 | | | | | | | | 0.00 | 0.00 | | |
| TOTAL | 4095.10 | 3836.21 | 0.00 | 0.00 | | | 582.82 | 350.00 | 350.00 | 100.00 | | |
| CREDIT FUNDS AVAILABLE:- | | | | | | | | | | | | |
| WODC Temporary Loan Scheme bal | 50900.00 | 50900.00 | | | | | 50900.00 | | | | | |
| Community Bank Account balance (as at 29 Sept 2011) | | | | | | | 11.67 | | | | | |
| TOTAL | 50900.00 | 50900.00 | | | | | 50911.67 | | | | | |
| GROSS TOTAL | 80335.51 | 29685 | 23765.00 | 22995.00 | -770.00 | -3.24 | 16898.74 | 22970.00 | -25.00 | -0.11 | | |
| PLUS 10% | | | 2376.50 | 2299.50 | -77.00 | -3.24 | | 2297.00 | -2.50 | -0.11 | | |
| GRAND TOTAL (PENCE ROUNDED UP) | | | 26142 | 25295 | -847.00 | -3.24 | | 25267 | -27.50 | -0.11 | | |
| TOTAL AMOUNT INCL. WODC ELECTION EXPENSES | | | 26692 | 25295 | 5.23% reduction on previous year's precept figures. | | | | | | | |