

**Minutes of the Oving Parish Council Annual Meeting
Wednesday 8th May 2019 in Oving Village Hall**

Present: Cllr Ambrose McGinn (Chairman) Cllr Vanessa Wiggins
Cllr Jack Peeters (Vice Chairman) Linda Nicholls (Minutes Secretary)
Cllr Kit Couper Sue Severn (Parish Clerk)
Cllr Richard Devas

Cllr Peeters took the chair.

1 Election of Chairman

Nominated: Cllr McGinn.

Proposed by Cllr Couper, seconded by Cllr Devas, agreed unanimously. Cllr McGinn was therefore elected.

Cllr McGinn re-took the chair.

2. Election of Vice-Chairman

Nominated: Cllr Wiggins.

Proposed by Cllr Peeters, seconded by Cllr Devas. Agreed unanimously. Cllr Wiggins was therefore elected.

3 Acceptance of Office

Both Cllr McGinn and Cllr Wiggins signed Declaration of Acceptance of Office.

4 Apologies for absence

Cllr Janet Blake (BCC) and Cllr Scott Raven, (AVDC).

5 Open Forum

No issues were raised. No members of the public present.

6 Declarations of interest

None.

7 Minutes of the previous meeting

The minutes of the meeting held on 12th March were agreed and signed by the chairman subject to item 9 being amended to read: Consideration of matters regarding the village hall marketing management would be referred to the Village Hall Management Committee.

8 Matters arising

Item 6 No response had been received from BCC regarding the drains at the top of Meadway. The clerk would contact BCC again.

Action: SS

9 PC Policies and Documents

1. Financial Regulations

The Financial Regulations were approved as circulated.

2. Standing Orders

Standing Orders were approved as circulated.

3. Financial Risk Assessment

The Financial Risk Assessment was approved as circulated.

4. Risk Assessment and Management Policy

The Risk Assessment was approved as circulated.

5. Asset Register

Approved as circulated.

6. Publication Scheme

Approved as circulated.

The above Policies were approved and it was proposed by Cllr McGinn, seconded by Cllr Peeters and agreed unanimously that this resolution would cover all Policies and documents reviewed.

10 OPC Insurance Policy

The insurance policy would be renewed from 1st June 2019 with Inspire, as circulated. A three-year agreement had been signed.

11 Planning

19/01388/APP - 13 Stone View Oving Buckinghamshire HP22 4HJ. Cllr Peeters recommended that councillors object to the application due to the incorrect bricks and tiles that had been used. This was agreed.

19/01404/APP - The Old Forge Pitchcott Road Oving Buckinghamshire HP22 4HR. Councillors had no objections to the development, however the access to properties along Pitchcott Road is restricted and dangerous. The PC would request that the planning officer consulted Highways on this issue.

Action: SS

12 Recreation Ground

As the Recreation Ground Committee had not met for several months, Cllr Peeters would try to organise a meeting before the next OPC meeting.

Action: JP

The tree survey had been completed and no work would be required at present, however Cllr Peeters reported that a beech tree beside the tennis hut needed some attention. The clerk would arrange for the surveyors to visit.

Action: SS

13 The Village Hall

Cllr McGinn's proposal had been discussed and the OVH Management Committee would reconvene on 6th June 2019.

Maintenance contract quotes for the rain pump and the heating would be obtained by the clerk.

Action: SS

The water company had not yet made a decision about the outstanding water bill.

A New Homes Bonus grant is available. The clerk would arrange for a quote for lighting at the entrance to the car park.

Action: SS

14 Reading Room

The quote for dismantling the Reading Room and moving the electricity supply was too expensive. The clerk would ask Stoke Hammond Parish Council for suggestions, as they had had a similar problem.

Action: SS

15 Highways & Speeding

The resurfaced road in Meadway was excellent.

The clerk would contact Matt Whincup regarding the gully at the top of Meadway.

Action: SS

Blocked drains could be reported to *FixMyStreet*.

Stuart Nicholls was thanked for his work with Speedwatch, and training on Sentinel would take place later in the month.

16 Hossil Pond

Cllr Peeters has identified land adjacent to the pond for spoil, but still has not had a response from Marcus Militello. The clerk would ask him to call Cllr Peeters.

Action: JP

17 Oxford-Cambridge Expressway

The Oxford – Cambridge Expressway must be built before HS2, however there is a campaign against the Expressway led by Deborah Lovatt. Councillors agreed to invite her to the next meeting.

Action SS

18 Meetings

None.

19 Finance

- The payment run was agreed as circulated and the payment run for March 2019 ratified.

Mrs S J Severn	Net salary, expenses and office provision to 31st May 2019	£485.08		£485.08			
	Preparing accounts & finalising documents for OVH Trust annual return: 12 hours annual fee				£180.00		£180.00
BALC	Annual subscription to BALC Oving Parish	£87.80		£87.80			
Mrs Jo Bowden	Cleaning Oving Hall				£88.00		£88.00
Mrs Linda Nicholls	OVH Trust booking secretary April 28 hours				£280.00		£280.00
	OPC Minutes March	£40.00		£40.00			
Mrs Janet Russell	OVH Trust accounts Jan, February, March 2019				£40.00		£40.00
	OPC Accounts January, February, March 2019	£55.00		£55.00			
Aqua Windows	Window cleaning hall				£18.00		£18.00
Oving Parish Council payment run 8th May 2019							
Mrs S J Severn	Net salary, expenses and office provision April 2019	£479.38		£479.38			
RTM Landscapes Ltd	Devolved services grass cutting x 2, Hall & play area x 2, outfield x 2, football pitch x 3	£1,102.50	£220.00	£1,323.00			
Mrs L Nicholls	Minues secretary May	£40.00		£40.00			
Mrs L Nicholls	Bookings Secretary April/May				£280.00		£280.00
Lynch Garden Services	Additional cut of football field instructed by Cllr Peeters	£40.00		£40.00			
PWLB	Loan repayment car park	£308.04		£308.04			
RTM Landscapes Ltd	Tree inspection	£375.00	£75.00	£450.00			
Aqua Windows	Window cleaning hall				£18.00		£18.00

- The Oving Parish Council year end accounts had been audited and were approved, 8th May 2019.
- Mr Gus Orchard was appointed internal auditor. Proposed by Cllr McGinn, seconded by Cllr Devas.
- The Governance Statement for the year ended 31.3.2019 were approved and signed.
- The Annual Accounting Statements for the year ended 31.3.2019 were approved and signed.

Exercise of Electors' Rights 2018

The clerk proposed the following dates: 17th June 2019 until 26th July 2019, inclusive, for the exercise of electors' rights a Notice of which will be placed on the noticeboard and website by the first date. Councillors accepted the dates.

20 Oving Paths and Gates (OPAG)

Cllr Wiggins reported that new gates had been erected on the edge of the parish beyond the Black Boy and at the end of Pulpit Lane.

21 Reconstitution and Co-options

Three councillors formally resigned: Cllrs Couper, Peeters, and Devas. Remaining councillors expressed their grateful thanks for their support over the years. The clerk thanked them all for the support that they had shown her too.

Several villagers had expressed an interest in joining the parish council. A public Notice of Vacancies would be displayed with the closing date of 30th May 2019. Only three can be co-opted, but other candidates could volunteer to work with the council. If no Poll is called Notices of Co-option will be displayed inviting candidates to apply at the PC meeting on 11th June.

22 Date of Oving Parish Council meetings for 2019-20

Wednesday 10th July at 7.15pm in the Reading Room.

Tuesday 10th September at 7.15pm in the Village Hall

Tuesday 12th November at 7.15pm in the Village Hall

Tuesday 8th January 2020 at 7.15pm in the Village Hall

Tuesday 10th March 2020 at 7.15pm in the Village Hall

There being no further business the Chairman closed the meeting at 8.20 pm.