

ROTHERFIELD PEPPARD PARISH COUNCIL: MEETING AGENDA

Council members are hereby summoned to

The Annual Meeting of Rotherfield Peppard Parish Council

on Monday 16th May 2022 at 7.00pm

at the Sports Pavilion, Stoke Row Road, Peppard Common.

1. Election of the Chairman and Vice Chairman
2. Apologies – To receive apologies for absence
3. Declarations of interest – To receive any declarations of interest from Councillors
4. Minutes – To discuss, and amend, if necessary, the Minutes of the Council meeting held on 11/4/22 and therefore approve it as a true and correct record of the meeting.
5. Open Forum – Members of the Public may ask questions or make a short statement to the Parish Council
6. Oxfordshire County Councillor's report – Cllr Bartholomew will discuss his report including any local issues
 - a. Flooding Church Lane
7. Fix My Street items:
 - a. Ref no's 2486229/ 2295389/ 2486207 B481 – Surface water from blocked drains. FMS Closed but still awaiting a date for the gully cleansing programme. Cllr Bartholomew was chasing for a date
 - b. Ref no. 2295377 – FMS Closed. Clerk will reinstate once (a) is completed as it is a result of the road drains not being cleared.
 - c. Ref no. 2923868 – Plant is coming up through the tarmac. FMS Closed, the issue has been passed onto the relevant team for future programmed works. Clerk has asked houseowners to cut back vegetation by 21/4/22.
8. Update from Cllr Freeman on Superuser issues for Rotherfield Peppard Parish Council
9. South Oxfordshire District Councillor's report – Cllr Hillier will discuss the SODC report and discuss local issues including:
 - a. Outstanding Planning Enforcements
 - b. Results of a bin survey and whether the Parish Council would gain economically if they changed all Dog Bins to litter bins, increase the Bin count to include one on Church Lane and whether the Litter Bin at the Gallowstree/Stoke Row crossroads can move to a "Pillar box" style to prevent animals scattering around litter from an open bin.

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10. Consideration of Official Documentation:

- a. Proposal to accept Standing Orders 2022-23
- b. Proposal to accept Financial Regulations 2022-23
- c. Updated Clerk Contract 2022-23
- d. Councillor Conduct regulation 2022-23
- e. Approval of division of Village Asset register and agreement to be inspected by 30/6/22 and report back
- f. Proposal to accept:
 - i. Complaints procedure
 - ii. Risk assessment
 - iii. Publication Scheme document
 - iv. Policy for Media/Press
 - v. Standing orders: Planning Committee
 - vi. Standing orders: Finance and Staffing Committee
 - vii. Standing orders: Village assets Committee

NB. Operation London Bridge procedure. Clerk will update after training on 18/5/22.

11. Parish Council Matters –

- a. Electric Car Charging Points at the Pavilion. Update from Cllr Berger on discussion with new PSRCC Chair as to responsibility and ownership of the proposed electric points
- b. Speeding deterrents at Gallowstree road to be installed from Friday 27th May. Cllr Freeman and Clerk to meet with Jon Beale OCC Highways on Wed 25th May to further discuss SID (Speed Indicator Device)

12. Rotherfield Peppard Village Update:

- a. Update on accidents on Stoke Row/ Gallowstree Crossroads
- b. Sedgheill Spring Plaque – Plaque now installed
- c. Mirrors Stoke Row Road update
- d. Wishing Stone update
- e. Parish Commons Tour with Mr Rancombe 6.30pm Wednesday 18th May 2022

13. Planning Update – Planning matters addressed in Planning meeting earlier in the evening updated to Full Council

14. Finance and Staffing –

- a. Approval of 2021/22 accounts both Charity and Council for Clerk to start internal and external audit work.
- b. Cllr Berger/Clerk to update Councillors on Financial matters.
- c. To approve all expenditure for May 2022
 - i. Clerk Salary = Confidential
 - ii. Village Cleaner (MW) salary = Confidential
 - iii. Village Cleaner (AP) salary = Confidential
 - iv. Nest – Clerk Pension = Confidential

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- v. Ian Kendrick 1st installment for Village Landscaping £120
- vi. HMRC Payment owed £418.62

15. Matters for future meeting

Land opposite The Unicorn is being used for parking and the bollards have been removed – Clerk is awaiting response from Land registry

16. Correspondence

Email from resident at Church Lane regarding Flooding

Meeting scheduled to finish at 9:05pm. Meeting timings are approximate. All papers will only be available on the website.

Agenda signed by *JAskin*