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| **ODDINGTON PARISH COUNCIL**  **MINUTES OF THE ANNUAL MEETING HELD ON 18 MAY 2023** |
| Present:  Cllr S Canning  Cllr A Cox  Cllr M Green  Cllr S Griffiths  Cllr D Thorpe  GCC Cllr MacKenzie-Charrington  CDC Cllr Cunningham  Twelve members of the public were in attendance.  Apologise: Cllr Sawyer. |

1. **Election of Chairman**. Cllr David Thorpe was elected to serve as Chairman for the forthcoming year and signed the Declaration of Acceptance of Office.
2. **Election of Vice Chairman**. Cllr Griffiths was elected to serve as Vice Chairman for the forthcoming year and signed the Declaration of Acceptance of Office.
3. **Minutes of the Meeting** held 23 March 2023 which had been previously circulated where agreed as a true record of the meeting and signed by the Chairman.
4. **Matters arising from the Minutes.** The Clerk reported that GCC had provided cones for use around the Fox over the Easter weekend. She had subsequently purchased more for the May Bank Holidays. A working party had tidied the top green and stained the noticeboards and benches. The Chairman thanked those involved.
5. **Declarations of Interest**. There were none.
6. **Adjournment for public to raise issues.** A resident mentioned that his green bin had not been emptied. It was noted that there had been three accidents on the A436 in recent weeks and there was discussion around the definition of notifiable accidents. The police had been asked to carry out speed checks. A resident expressed concern about damage being caused to verges and it was agreed that the Clerk should write to developers to remind them of their duty to reinstate. Concern was expressed about the planters on the wide stretch of the pavement by the Fox.
7. **Financial issues**.
8. **Internal Audit**

Council received a copy of the Annual Return Audit Report for the year ending 31 March 2023 which had been subject to internal audit. It was noted that the auditor had made no comments.

1. **Governance**

Council considered the Annual Governance statement and noted the requirement for a sound system of internal controls. They considered the items listed on the return and agreed that controls were in place. Council RESOLVED that the Chairman should sign section 1 of the Return.

1. **Accounting Statements.**

Council considered the Accounting Statements for 2022/23. The Clerk explained the variances between years ending March 2022 and March 2023. Council RESOLVED that the Chairman should sign Section 2 of the Annual Return.

1. **Certificate of Exemption**

Council received a copy of the Certificate of Exemption and RESOLVED that the Council had met the qualifying criteria and should declare itself exempt from external audit.

It was noted that the period for inspecting the accounts was 5 June to 14 July.

1. **Accounts for payment**

Council RESOLVED to pay the following accounts:

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| OVH | 18/05/2023 |  | 163 |  | £ 11.00 |
| Playsafety ltd | 18/05/2023 |  | 164 |  | £ 98.40 |
| JE cones | 18/05/2023 |  | 165 |  | £ 121.20 |
| Penfold | 18/05/2023 |  | 166 |  | £ 350.00 |
| Autela | 18/05/2023 |  | 167 |  | £ 82.98 |
| C Heartbeat | 18/05/2023 |  | 168 |  | £ 19.20 |
| Selkirk | 18/05/2023 |  | 169 |  | £ 95.00 |
| Kopyrite | 18/05/2023 |  | 170 |  | £ 60.00 |
| JE website | 18/05/2023 |  | 171 |  | £ 36.00 |
| Community First | 18/05/2023 |  | 172 |  | £ 240.63 |
| JE wages | 18/05/2023 |  | 173 |  | £ 208.50 |

1. **Insurance**

The Clerk had sought quotes from two insurers; Zurich/Community Frist and BHIB. It was noted that Community First were considerably cheaper. It was RESOLVED to renew the Council insurance with Community First on a LTA.

1. **Review of Bank signatories**

It was RESOLVED that the bank signatories should remain changed.

1. **CIL payment**.

It was noted that a CIL payment of £1,559.91 had been paid in 2022/23 and that this had been spent on the playground project. £128.04 had been received in April 2023 in respect of Latimer Farm.

1. **Review of Standing Orders.** Council considered the Standing Orders and RESOLVED to accept them as drafted.
2. **Review of Financial Regulations.** Council considered the Financial Regulations and RESOLVED to accept them as drafted.
3. **Village Amenities and Facilities**

**Playground.** The Clerk reported that Playsafety Ltd had completed the annual check and, with the exception of loose bolts on the saucer, had found no issues. The new slide had been installed and a grant of £3,750 had been received from GCC towards the costs of this work

**Coronation celebrations**. The Chairman thanked all those who had worked hard to ensure a weekend of celebration. The street party had been an exceptionally enjoyable event with 135 attending.

1. **Planning.**

* Licensing Application Consultation C/23/00603/PRMA. Event Space Daylesford Organic Farm New Farm Daylesford. **The Parish Council has concerns about this licencing application**. In particular we are concerned about the increased level of activity which will arise from this new venue and the pressure this will put on the local infrastructure, particularly the roads. There are also concerns about noise and light pollution. We request that usage be restricted to indoors.
* 23/01393/FUL | Proposed single-storey extensions and alterations | 1 Sunnyside Upper Oddington. **The Parish Council has no objections**.
* 23/01375/FUL Full Application for Partial demolition of dwelling and erection of replacement 1.5 storey side/front extension, garage alterations and conversion including relocation of staircase, fenestration alterations and associated works at Blenheim Orchard House Upper Oddington. **The Parish Council has no objections.**
* 23/01419/FUL Proposed two-storey extension to the rear of the property and adjacent single storey extension, proposed alterations to the existing property including new windows and demolition of existing lean-to conservatory, and proposed home office to the rear of the garden. **The Parish Council objects to this application.** The proposed extension does not respect the scale and character of the existing cottage. It will add excessive bulk and destroy the linear nature of the original building. It will have an adverse impact on neighbouring cottages and on the appearance of the conservation area. The proposed home office is overly dominant and too close to the boundary of Rectory Farm.

1. **Public Bodies (Admission to Meetings) Act 1960 .** The Council resolved to exclude the public and the press due to the confidential nature of the following item.
2. **Clerk’s Remuneration**. The Chairman reported that he would be writing to the Clerk to confirm that her pay should be increased to £11.42 ph.
3. **Date of next meeting 6 July 2023 at 6.30 pm**

The meeting ended at 6.45 pm

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Chairman

6 July 2023