

Bucknell Parish Council

Meeting Minutes of the Parish Council Meeting held on 22 June 2022 at 7:30pm in the Village Hall

Councillors Present Cllr Chris Wells (CW), Cllr Derek Hedges (DH) and Cllr Alexander Bowden (AB)

In Attendance Three parishioners for part of the meeting (Mrs Ashe, Mrs Buck and Mrs Wallington)

Apologies Cllr Lee Peck (LP)

No	Item	Note	Outcome	Action By																																																																						
1	Acceptance of Office	AB and CW signed acceptance of office forms																																																																								
2	To receive apologies for absence	Cllr Lee Peck's apologies noted																																																																								
3	Requests for Dispensations, Declarations of Interest, Gifts and Hospitality	Cllr Bowden as a riparian owner and a neighbour of the Trigger Pond and Stan's land. Cllr Hedges as a riparian owner																																																																								
4	Previous Meeting Minutes	Minutes from the meetings dated 9 May and 6 June were confirmed	RESOLVED to accept the minutes. Signed and approved by CW																																																																							
5	Report from District and County	None in attendance																																																																								
6	Finance	<p>Invoices and payments approved for payment as presented in agenda and detailed below</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Date</th> <th>Description</th> <th>Detail</th> <th>Debit</th> <th>Year End</th> <th>Cheque No or BACS</th> <th>Amount</th> <th>Approved Date</th> <th>Payee</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>06-Jun-22</td> <td>Jubilee</td> <td>Garden</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>817.35</td> <td>22-Jun-22</td> <td>SW</td> </tr> <tr> <td>2</td> <td>26-Feb-22</td> <td>Hawkwell</td> <td>Domain</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>12.21</td> <td>22-Jun-22</td> <td>CW</td> </tr> <tr> <td>3</td> <td>26-Feb-22</td> <td>Hawkwell</td> <td>Website</td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>9.05</td> <td>22-Jun-22</td> <td>CW</td> </tr> <tr> <td>4</td> <td>17-May-22</td> <td>Defibrillator Pads</td> <td></td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>126</td> <td>22-Jun-22</td> <td>CW</td> </tr> <tr> <td>5</td> <td>19-Jun-22</td> <td>Insurance</td> <td></td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>452.21</td> <td>22-Jun-22</td> <td>Gallagher</td> </tr> <tr> <td>6</td> <td>19-Jun-22</td> <td>Internal Audit</td> <td></td> <td>Debit</td> <td>Mar-23</td> <td>BACS</td> <td>190</td> <td>22-Jun-22</td> <td>Jane Olds</td> </tr> </tbody> </table> <p>Bank account Mandate Change continues. Another miscommunication from Barclays has delayed the change by a further two weeks. Official complaint to Barclays has been made regarding their ineptitude.</p>	No.	Date	Description	Detail	Debit	Year End	Cheque No or BACS	Amount	Approved Date	Payee	1	06-Jun-22	Jubilee	Garden	Debit	Mar-23	BACS	817.35	22-Jun-22	SW	2	26-Feb-22	Hawkwell	Domain	Debit	Mar-23	BACS	12.21	22-Jun-22	CW	3	26-Feb-22	Hawkwell	Website	Debit	Mar-23	BACS	9.05	22-Jun-22	CW	4	17-May-22	Defibrillator Pads		Debit	Mar-23	BACS	126	22-Jun-22	CW	5	19-Jun-22	Insurance		Debit	Mar-23	BACS	452.21	22-Jun-22	Gallagher	6	19-Jun-22	Internal Audit		Debit	Mar-23	BACS	190	22-Jun-22	Jane Olds	<p>RESOLVED to pay invoices and payments</p> <p>Mandate request has been changed for DH, AB and CW to be the signatories.</p> <p>RESOLVED to record and note apologies to debtors that are waiting for funds to be paid from the PC. We have struggled with Barclays for months to get the mandate updated and are doing all we can as a PC to gain access to the account and pay outstanding invoices.</p>	CW
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		<p>Bank Accounts:</p> <p>As of 21 June 2022, the bank balances were as follows:</p> <p>Community Account :: £23,960.74 Savings Account :: £1,334.46</p> <p>The lack of access to our bank account has led to a build up in outstanding debts to pay. To date, the liabilities due amount to £4,519.22, leaving a balance of £19,441.52 in the Community Account.</p> <p>Transactions since 1 April are as follows:</p>	<table border="1"> <thead> <tr> <th>Date</th> <th>Description</th> <th>Detail</th> <th>C/D</th> <th>Year End</th> <th>Cheque No</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>01-Apr-22</td> <td>Current</td> <td></td> <td>Balance</td> <td>Mar-23</td> <td></td> <td>19952.5</td> </tr> <tr> <td>01-Apr-22</td> <td>Savings</td> <td></td> <td>Balance</td> <td>Mar-23</td> <td></td> <td>1334.36</td> </tr> <tr> <td>13-Apr-22</td> <td>Precept</td> <td></td> <td>Credit</td> <td>Mar-23</td> <td></td> <td>2991.5</td> </tr> <tr> <td>25-May-22</td> <td>Jubilee</td> <td>Garden</td> <td>Credit</td> <td>Mar-23</td> <td></td> <td>1500</td> </tr> <tr> <td>31-May-22</td> <td>Dog Bin Emptying</td> <td></td> <td>Debit</td> <td>Mar-23</td> <td>100950</td> <td>-120.29</td> </tr> <tr> <td>06-Jun-22</td> <td>Interest</td> <td></td> <td>Credit</td> <td>Mar-23</td> <td></td> <td>0.1</td> </tr> <tr> <td>09-Jun-22</td> <td>Printing</td> <td>Hawkwell</td> <td>Debit</td> <td>Mar-23</td> <td>100945</td> <td>-81</td> </tr> <tr> <td>10-Jun-22</td> <td>Training</td> <td>OALC Cou</td> <td>Debit</td> <td>Mar-23</td> <td>100946</td> <td>-132</td> </tr> <tr> <td>10-Jun-22</td> <td>OALC Subscription</td> <td></td> <td>Debit</td> <td>Mar-23</td> <td>100948</td> <td>-150</td> </tr> </tbody> </table>	Date	Description	Detail	C/D	Year End	Cheque No	Amount	01-Apr-22	Current		Balance	Mar-23		19952.5	01-Apr-22	Savings		Balance	Mar-23		1334.36	13-Apr-22	Precept		Credit	Mar-23		2991.5	25-May-22	Jubilee	Garden	Credit	Mar-23		1500	31-May-22	Dog Bin Emptying		Debit	Mar-23	100950	-120.29	06-Jun-22	Interest		Credit	Mar-23		0.1	09-Jun-22	Printing	Hawkwell	Debit	Mar-23	100945	-81	10-Jun-22	Training	OALC Cou	Debit	Mar-23	100946	-132	10-Jun-22	OALC Subscription		Debit	Mar-23	100948	-150	
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7	Village Matters		RESOLVED to postpone the matters in this section to the subsequent meeting. Notes detailed below are carried forward verbatim from the 6 June meeting	
	a. Thames Water and b. Ardley Incinerator	Change of ownership of land at Ardley Landfill. Viridor have sold their interests to Valencia Waste Planning. They will manage the quarries (are talking about reintroducing landfill) and will also operate the Ardley Recycling Waste facility. As the new owners, the waste effluent coming from the site through Bucknell (and so impacting on Thames Water)	RESOLVED to maintain a watching brief re: i) the performance of the sewer system when significant rainfall is experienced; and, ii) monitor the situation re availability of Land Fill Tax Credits	
	b. Ardley Incinerator	Consultation is underway to increase the tonnage to be processed at the site per year.	RESOLVED to OBJECT to the application	AB
	c. Traffic Calming	Application is with OCC	WAIT for feedback - seek update prior to next meeting	CW
	d. Trigger Pond parking and associated issues	No reports or comments. Suggestion to consider having parking bays marked on the Bicester Road opposite #'s 1-4 Manor View to encourage road parking and not to block the pavements. Would also act as a speed reducer		
	e. Hawkwell Village	Now that the new planning committee has been defined, communicate with them and invite to attend the site	RESOLVED to write to the committee	AB
	f. Queen's Jubilee	All agreed that the weekend's events to mark the Queen's Platinum Jubilee were a great success. The Parish Council wishes to thank all of those that were involved in organising the various activities their thanks on behalf of the entire community	RESOLVED to communicate thanks to the organisers	CW
	g. Jubilee Garden	The Parish Council also wish to thank Sheila Wallington for the work that she put into gaining a £1,500 grant from OCC to fund and create the wonderful Jubilee garden	RESOLVED to thank Mrs Wallington	CW
	h. Operation London Bridge		RESOLVED to work with the Church to ensure a coordinated plan is in place as and when needed	AB
	i. Insurance	Parish Council insurance expired on 31 May.	RESOLVED to sign up for a three-year fixed price with the insurers	CW

8	Planning	Firethorn Developments	RESOLVED to OBJECT	AB
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		Baynards green	RESOLVED to OBJECT	AB
		Rail Freight Terminal at Ardley	RESOLVED to OBJECT - once official application is in place. To be advised if consultation is planned for Bicester	DF
9	Clerk Position	Job description has been prepared and has been circulated to the Bucknell email mailing list and posted on the village website	RESOLVED to contact local Clerks to determine if any are interested in considering the Bucknell position Stoke Lyne :: Anne Davies 01865 379645 stokelyne.parishclerk@gmail.com Weston-on-the-Green :: Jane Mullane clerk@westononthegreen-pc.gov.uk Wendlebury: Sarah Kearney clerk@wendlebury.org.uk Arncott: Anne Davies 01865 379645 clerk@arncott@gmail.com	AB
10	Financial Year Reporting 2021-2022	Financial Statements for the last fiscal period were presented to the Council for inspection and approval		
	a. Receipts and Payment statement	The receipts and payments statement was reviewed	RESOLVED to APPROVE to statement as an accurate summary of the period	
	b. Annual Governance and Accountability Return (AGAR) 2020-2021 - Certificate of Exemption	Council was asked to agree to the signing of the Certificate of Exemption on the basis that the authority's income or receipts exceeded £25,000	RESOLVED to SIGN the exemption certificate. Certificate signed by AB (as Responsible Financial Officer - RFO) and CW (as Chairman)	
	c. AGAR 21-22; Internal Auditor Report	Receipt of the internal audit report and audit report was noted	RESOLVED to post the Audit Report on the Village Website and to address the findings in future meetings in a standard agenda item. See also minute item 12.	
	d. AGAR 21-22; Annual Governance Statement	Councillors reviewed the Section 1 - Annual Governance Statement 21/22	RESOLVED to complete and sign the form with all items marked as AGREED. Statement was APPROVED and signed by CW (as Chair) and AB (as RFO)	
	e. AGAR 21-22; Accounting Statements for 21-22	Councillors reviewed the statement	RESOLVED to APPROVE the document. Signed by AB as RFO and CW as Chair.	
	f. Availability of documents and Elector Rights	Councillors agreed to the publication on the Village Website of all material in this section 10 as well posting of the Electors' Right notice on the Village Noticeboard	RESOLVED to post the information with immediate effect and the Elector Right period to run from 23 June 2022 until 3 August 2022	CW
11	Dog Waste Bin	Discussions have been ongoing for some time about replacing the Dog Waste Bin on the crossroads, as well as the potential provision of a second bin elsewhere in the village. No progress appears to have been made in agreeing location for a second bin. Kate previously circulated options to buy	RESOLVED to purchase a single bin to be sited close to the bus stop, to replace the existing one. Once sourced, will require fixing - volunteer required to do this	CW

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12	Internal Audit Report	Urgent items for follow up from the report are:	Conduct review of NALC draft standing orders (2018 version) for presentation to Council in July to review and approve	AB first review. DH and CW subsequent prior to next meeting
			Conduct review of Financial Regulations for presentation to Council in July to review and approve	CW first review, DH and AB subsequent review prior to next meeting
			Council needs to register with the Information Commission. RESOLVED to go ahead with APPROVAL to enrol immediately if fee is less than £75 per annum, otherwise, present at next meeting for approval	CW

13	New Councillors	We currently have vacancies for three councillors. Co-option opportunities to be sought for the next meeting	RESOLVED to check with CDC if previous announcements remain valid and we can now co-opt (Addendum - 26/6 :: two positions can be co-opted now, third position is now advertised - if uncontested, co-option can take place later in July)	CW
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14	Items for next meeting	To be submitted to clerk email address no later than 27 June 2022		
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15	Next meeting	Monday 11 July - 7:30pm - Bucknell Village Hall		
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Signed	Date
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