

Minutes – Meeting, Moulsoford Parish Council

Thursday 13th July, 2023

Members present:

Chair: Cllr Sue Powell (SP)
Vice chair: Cllr H Shaw (HS)
RFO and member: Cllr B Partridge (BP)
Members: Cllr M Eagle (ME), Cllr M Moseley Jones (MMJ)

Officers present:

Clerk: Sinead Archer
Public & press: 3

Meeting started 1930

Notes:

1. *At the start of meeting, the Parish Clerk, Sinead Archer, advised the council that she was resigning with effect from 14th July. Minutes therefore taken by chair.*
2. *For the convenience of the members of public present, the actual order of the meeting was:*
 - *Highways update*
 - *PMC update*
 - *Finance update*
 - *MPC & MEC update*
3. *The meeting then followed the order on the original agenda. Item nos from that agenda have been retained for these minutes in order to make it easy to cross refer (e.g. forms submitted for AGAR refer to document approval as being covered in item 5).*

MOP - Highways issues

This topic was dealt with first as a MOP, Jennifer Todman (JT), was present, leaving her free to leave afterwards. Note this topic was not originally on agenda; received as late change.

JT felt that since she had lived in the village that both the speed and volume of traffic had increased; possibly owing to development at the schools, plus new housing developments in surrounding area, including Cholsey. The effect of this was to make road crossings more dangerous for children, residents, and walkers.

JT was interested to know whether the council would consider a 20mph speed limit through the village. This could be handled by the OCC 20mph transformation project. MMJ indicated that such a reduction would have multiple benefits, including a positive impact on the environment as a result of a reduction in particulates.

HS indicated that Moulsoford are one of only 80 villages out of 317 who have not yet applied to move to a 20mph speed limit. All council members present supported the move to 20mph, HS agreed to take project forward.

SP stated that the NPS had indicated that there was a split of views in the village, with limited support for 20mph; we therefore need to canvas villagers' opinions. She also outlined the key points from the OCC Highways meeting 30.7.23 (see separate minutes of meeting), including guidelines for how work reported on FixMyStreet is prioritised by OCC Highways (including depth of potholes) and options for traffic calming via chicanes.

There remains a concern how Camsweb (system used by Footpath Wardens to report problems) are dealt with (no apparent progression of problems raised).

Actions:

- **HS agreed to mail Geoff Barrell to apply for the 20mph speed limit (as long waiting list, may be 18 -24 months before this is actioned by OCC).**
- **HS and JT agreed to compile questionnaire/petition to check current viewpoint of villagers. They also agreed to follow up with the schools and Friends of the Elderly, to canvas their views. Should this data prove supportive, it can be used to support any application for change in speed limit.**
- **MMJ agreed to look into Camsweb (with assistance from HS) to understand how footpath issues reported are subsequently prioritised.**

Meeting administration/due diligence:

1. Apologies for absence and approval of reasons given [LGA 1972 s85(1)]

All members present.

2. Declarations of interest [LA 2011 s31]

No change.

3. To consider requests for dispensations [LA 2011 s33]

None.

4. To approve the minutes of previous council meetings [LA 1972 Sch 12 Para 41(1)]

SP had requested corrections to minutes of meeting from 8th June, 2023. These changes had not been made; c/f for correction & approval at next meeting.

Approval of Y/E Audit 2021/22

5. Finance – approval of Y/E Audit 2021/22

BP presented final version of accounts and materials to be submitted for external audit:

5.1 Internal audit approved by all council members, recommendations noted and will be adopted.

This includes a tightening up of policies and procedures by which we govern the MPC.

5.2 Internal Audit approved and agreed to adopt recommendations.

5.3 AGAR section 2 approved and signed by CFO, Clerk and Chair

5.4 Governance Statement approved and signed by CFO, Clerk and Chair

5.5 Members approved and agreed the notice of public rights to commence from 19th July – 27th August.

5.6 Reconciled bank account and reserves balances as of 30th June noted.

Actions:

- **SA to submit AGAR and associated documents to external auditor this same evening.**
- **ME to contact other councils to get an idea of their policies and procedures with a view to adopting best practice.**
- **SP to post notice of public rights on village noticeboards.**

6. Reports from District and County Councillors

Apologies received from District Councillor, Anne-Marie Simpson. No County Councillor present.

7. Updates on planned School visits

Moulsford Prep School:

Prior to the meeting, SP had circulated notes from meeting with Moulsford Prep School (MPS), including their future development plans. It was noted that MPS are open to contributing to costs of traffic calming or other village improvements.

Action: ME and SP to catch up re. road markings at MPS; still an issue.

Cranford:

Now been offered meeting with headmaster 11th Sept.

Action: BP to confirm if he can make this meeting.

8. Planning applications and enforcements

The planning applications noted in the agenda published (P23/S2214/DIS and P23/S2216/DIS, both related to Breach House) are advisory; no action required.

9. Committee and Project Updates

Pavilion Management Committee (PMC):

Nigel Mansford attended meeting at MPC's request. Key points to note include:

- PMC will begin invoicing hiring organisations in advance (as they do for private bookings), in order to align booking and payment.
- Pavilion needs to achieve > £14,800 / year to break even, owing to operating costs increasing significantly over the last year.
- In annual parish meeting, had been concern regarding whether MPC could generate sufficient to meet pavilion budget. However, PMC closed quarter with better than expected revenues; no longer expected to be an issue.

- Approx £7K held in reserves to cover general wear and tear; Moulsoford Parish Council (MPC) expected to cover major structural items e.g. roof.
- Continue to attract traditional hirers (clubs, parties, etc). However, would like to bring on student or intern to look at new target markets e.g. corporate away days; with particular focus on daytime usage. Thought to be 10-15 hours work.
- Would be useful to talk to other councils re. how they utilise their halls.
- Important that MPC come through PMC if we want something done e.g. wireless internet installed, so that lines of responsibility remain clear.
- Agreed would trial wireless internet for private use only initially e.g. MPC, MEC, etc. Once concept proven and T&Cs in place, can consider opening up to villagers.

Actions: ME to contact other councils, including Cholsey, Goring etc to see how they handle their wifi and what policies and procedures they have in place for this.

Moulsoford Events Committee (MEC)

Nigel Baker reported on latest status of MEC, key points of which included:

- £40 subsidy applied to boat trip (lower than expected)
- Comedy Night (Oct) virtually sold out; expect to make majority of money on bar. Similarly for the Christmas Gala - expect to make some money on raffle, but not on tickets.
- Will reduce hours in August so that bar closes at 8.30pm (social evenings traditionally not well attended during holiday period).
- Bad weather and lack of food has meant attendees down on some social evenings this year; likely to have made a loss on these nights
- Last event in season Sept 8th (wildlife BBQ)
- Plan to move to reusable cups for next season – exact solution not yet selected.

10. Updates from previous meetings

Cloud Storage:

Cloud storage needs to be something that can be accessed by all the council using their council addresses. Likely to eventually replace Paperless archive solution used by Geoff Twibell.

Solution selected will probably be OneDrive rather than Google Drive, as GD difficult to operate without Google email / account.

Shed Removal

Shed removed and invoice settled, can be removed from agenda.

Grass cutting from 2021

Resolved. Cheque has been raised and sent.

Clerks Laptop

Now bought, arriving 14.7.23.

11. NPS Update

Completed & returned SODC questionnaire – will be fed back to relevant department in central government.

Final changes to NPS will be completed once clarity on river access.

12. Receive items of correspondence and agree actions arising

Replacement bench for Badgers Bank to be provided by PWG (Peter Greathead), who will provide a log suitably shaped that will blend in with landscape.

Action: SP to contact PG to check progress.

13. Confidential matter

Update given on latest status river access. Should public require an update, SP happy to provide directly. Further update to be scheduled for Sept council meeting.

14. Next MPC meeting

14th September @ 7.30pm.

Individuals wishing to add items to the agenda for this meeting should submit at least 5 working days before the actual meeting. For items that might require some research before discussion, a notice period of 10 working days is preferable.

15. Items for future agenda

- B&W sign on entrance to village – size and location (close to highway and speed sign) considered distracting
- Allotments

Meeting closed at 9:30pm