

## HINTON WALDRIST PARISH COUNCIL

Clerk: Mrs Allison Leigh, 26 Eaton, Abingdon, Oxfordshire, OX13 5PR  
Telephone: 01865 865 876 E-mail: parishclerk@hintonwaldrist-pc.gov.uk

### **Minutes of Hinton Waldrist Annual Parish Council Meeting held in the Village Hall on 15<sup>th</sup> May 2024, 8pm**

**In attendance:** Alison Geary (Chairman), Councillors Justin Davenport (JD), Peter Evans (PE), Melvyn Smith (MS), Martin Taylor (MT) (arrived at item 24/21) and Stephanie Stott (SS)

**Present:** Allison Leigh (Clerk)

**24/1: Election of Chair:** SS proposed and JD seconded Alison Geary as Chair. Alison Geary accepted.

**24/2: Election of Vice Chair:** AG proposed and PE seconded Justin Davenport as Vice Chair. Justin Davenport accepted.

**24/3: Apologies for absence:** The Council resolved to note apologies from Judith Willis (JW).

**24/4: Signing of Declaration of Acceptance forms:** The Chair and Vice Chair signed the Declaration of Acceptance forms.

**24/5: Parish Councillor Vacancy:** The Council resolved to co-opt Melvyn Smith as Parish Councillor. MS signed the Declaration of Acceptance form.

**24/6: Declarations of Interest:** PE, AG, JD, SS noted they have allotments.

**24/7: Public questions and statements:** No members of the public were present.

**24/8: Minutes of the last meetings:** The minutes of the meetings of the 13<sup>th</sup> of March and 18<sup>th</sup> of April 2024 were approved and signed as true record.

**24/9: Reports from County and District Councillors:** No reports were received.

**24/10: General Power of Competence:**

- The Council noted it meets conditions of eligibility for General Powers of Competence, that being more than 2/3 of Councillors were elected, and the Proper Officer of the Council holds the CiLCA qualification.
- The Council resolved that from 9th May 2024 until the next relevant Annual Meeting of the Council (May 2028), that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

**24/11: Standing Orders:** The Council resolved to adopt the Standing Orders.

**24/12: Financial Regulations:** The Council resolved to adopt the Financial Regulations.

**24/13: Risk Assessment:** The Council resolved to adopt the Risk Assessment and the Clerk noted she would like to update the format.

The Council noted it would like to arrange defibrillator training.

**24/14: Freedom of Information Model Publication Scheme:** The Council resolved to adopt the Freedom of Information Model Publication Scheme.

**24/15: Privacy notice:** The Council resolved to adopt the privacy notice.

**24/16: Vacancy Procedure and Application:** The Clerk advised the Council about the transparency of the vacancy procedure and application. The Council resolved to not to adopt the Vacancy Procedure and Application.

**24/17: Civility and Respect Pledge:** The Council resolved to sign up to the Civility and Respect pledge

**24/18: Bank Signatories:** The Council resolved the following bank signatories:

AG, JD and MS and MT

**24/19: Asset Register and insurance cover:**

- The Council agreed the Asset Register and confirmed the adequacy of the insurance cover.

**24/20: Training:** No training courses were requested. The Clerk will provide MS with a list of training courses.

**24/21: Financial report:**

- Reconciled balance as of 30/4/2024: 6,858.17

*Payments authorised:*

<b>Payee</b>	<b>Item</b>	<b>Amount</b>	<b>Date</b>
Allison Leigh	Salary – April	188.95 (includes overtime)	10/5/24
Allison Leigh	Salary - May	134.10	31/5/24
Allison Leigh	Salary – June	137.73 (minus tax)	30/6/2024
Allison Leigh	Expenses: Home allowance and mileage	61.00	15/5/24
Hinton Waldrist	Room Hire	20.00	15/5/24

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Village Hall			
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### Receipts

<u>From</u>	<u>Item</u>	<u>Amount</u>	<u>Date</u>
Vale of White Horse District Council	1 <sup>st</sup> half precept	2200.00	5/4/2024

**24/22: Clerk remuneration:** The Council resolved to increase the Clerk's salary to SCP 13 backdated to 31/3/24 following the gaining of the CiLCA qualification.

**24/23: Report from Police Constable Officer:** There was no report. Some recent incidents of car damage and theft were noted by councillors. The police have been made aware of these incidents.

**24/24: Planning:**

### Planning applications

<u>Planning Number</u>	<u>Address</u>	<u>What</u>	<u>HWPC Comments</u>
P24/V0894/HH	12 Priors Lane Hinton Waldrist SN7 8RX	Alterations and single/two extensions to existing front and sides of semi-detached house	HWPC objects to this planning application. The Clerk will write a comment to circulate and submit to the District Council.

**24/25: Publications and correspondence:** The Council noted the correspondence since the last meeting.

**24/26: Matters for report:** The Chair noted that she will be sending comments to Savills on the draft lease for the allotments per the minutes from the April meeting.

The litter from the litter pick is still at the Village Hall. The Chair will take it to the tip.

The Big Lunch will be taking place on the 2<sup>nd</sup> of June 2024. The Clerk will publicise on this on the Parish Council and Community Facebook pages.

**24/27: Date of the next meeting:** The next meeting will be on Tuesday the 25<sup>th</sup> of June at 7pm.

The meeting closed at 7:55pm