

**Minutes of the Annual Meeting of Longcot Parish Council  
held remotely by Zoom  
on Wednesday 13 May 2020 at 7pm.**

**Present.**

Andi Cunningham, Chairman, John Barneby, Nathan Boyd, Amy Cooper, 1 resident and Tina Brock, Clerk

**68/20 Election of Chairman.**

Council noted and agreed that the existing Chairman would remain in place until the next Annual Meeting, which would take place in May 2021, (The Local Authorities' and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (Reg part 2 section 4 (2) which came into force on 4 April 2020).

**69/20 Apologies for Absence.**

Alan Rich (work commitment), DC Simon Howell (prior commitment) and DC Elaine Ware (prior commitment). These apologies were received.

**70/20 Variation on Order of Business. None.**

**71/20 Declaration of Interest. None**

**72/20 Register of Member's Interests.**

Annual review. Under the Council's Code of Conduct, Members are required to set out their interests under the appropriate headings and to make amendments when appropriate.

Amendment forms were available from the Clerk.

**73/20 Council Procedures, Information & Guidance Documents.**

Council noted that documents were due to be reviewed in 2021.

**74/20 General Power of Competence (GPC).**

Council meets the criteria for eligibility the Clerk has passed the Certificate in Local Council Administration and two thirds of members were declared elected. Council RESOLVED that from 13 May 2020 until the next relevant Annual Meeting of the Council 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.

*(Clerk's Note: The General Power of Competence (GPC) was introduced by the Localism Act 2011 and took effect in February 2012. In simple terms, it gives Councils the power to do anything an individual can do provided it is not prohibited by other legislation. It applies to all principal Councils (District, County and Unitary Councils etc). It also applies to eligible Parish and Town Councils. It replaces the wellbeing powers in England that were provided under the Local Government Act 2000. An eligible council is one which has resolved to adopt the GPC, with at least two thirds of its members being declared elected and the Clerk must hold an appropriate qualification ie a Certificate in Local Council Administration, Certificate of Higher Education in Local Policy, Certificate of Higher Education in Local Council Administration or the first level of the Foundation Degree in Community Engagement and Governance (University of Gloucestershire).*

**75/20 Standing Orders (SO).**

Council noted that the SOs were reviewed on 20 October 2019 minute 158/19.

**76/20 Financial Regulations.**

Council noted that the Financial Regulations were reviewed on 20 October 2019 minute 157/19.

**77/20 Register of Assets.**

Council noted that the Register of Assets was reviewed on 20 October 2019 minute 160/19.

**78/20 Risk Assessment – Insurance.**

Council noted that a review had been carried out and approved at a meeting on 20 October 2019 minute 159/19.

**79/20 Subscriptions to other Bodies.**

Council RESOLVED to approve the following subscriptions for 2020/21: Community First, Campaign for the Protection of Rural England and Oxfordshire Association of Local Councils.

**80/20 Future Council Meetings.**

Council RESOLVED to approve Wednesday 17 June 2020 at 7pm via Zoom as the next meeting.

## COUNCIL

### 81/20 Minutes of the Parish Council Meeting held on Monday 20 April 2020.

Council RESOLVED to approve the minutes which were agreed and would be signed by the Chairman when Council next meets in person.

### 82/20 Payments of Accounts.

It was RESOLVED to authorise the payments below.

*Table 1 List of payments.*

Spending Power	Payment No.	Payments now due	Total
LGA 1972 s111	EP71	Came & Co Local Councils insurance	861.22
LGA 1972 s111	EP72	The Net Result - payroll	73.50

### 83/20 Public Participation. None.

### 84/20 Scheme of Delegation.

Approved by Council via email on 23 March 2020 following advice from the Oxfordshire Association of Local Councils for Council to be able to function during the COVID-19 pandemic. The Chairman and Clerk had used the delegation of powers to pay suppliers and respond to planning applications prior to Council being able to meet remotely.

### 85/20 Update on other current matters. None.

## FINANCE

### 86/20 Audit.

Annual Governance & Accountability Return 2019/2020 Part 2 for the year ending 31 March 2020. Deferred due to Philip Hood, Arrow Accounting not returning the signed Annual Internal Audit Report 2019/20. This has to be received prior to Council completing the reminder of the AGAR.

### 87/20 Update on other current matters. None.

## PLANNING

### 88/20 update on other current matters. None.

## HIGHWAYS

### 89/20 Update on Current Matters.

OCC are attempting to fill as many potholes as possible, [Fixmystreet](#) was still the best way to report any highway issues.

Bernie Cooper had cut the grass verges and left some wildflower sections.

The mower had now been serviced. Repairs to the deck were needed but not new blades.

Nathan Boyd would return the blades and get a credit note.

## PLAY AREA

### 90/20 Update on Other Current Matters.

Government had eased lockdown which now permits residents from the same household to play tennis. Alan Rich would arrange for the tennis nets to be put up.

## ALLOTMENTS

### 91/20 Update on Current Matters.

All tenants were staying safe and social distancing.

## NEIGHBOURHOOD ACTION GROUP

### 92/20 Update on Current Matters.

The Chairman reported that a new Area Commander was now in post. There were concerns that the slight ease on lockdown would see criminals moving about more freely. It was not an easy situation for the police at the moment.

## CONFIDENTIAL INFORMATION

### Exclusion of Press and Public

To move the following resolution, in view of the confidential nature of the business to be transacted it is in the public interest that the public and press be excluded from the remainder of the meeting and they are requested to withdraw.

### 93/20 Any Matters. None.

**DATE OF NEXT MEETING**

**94/20 Next meeting.**

The next meeting of the **Parish Council** would take place on **Wednesday 17 June 2020 via Zoom.**

The meeting closed at 8pm.

Signed.....Date.....2020