

**Meeting of the Annual Parish Meeting for the Longcot Parish Council
on Wednesday 17 May 2023 7pm
held in St Mary's Church Hall, Longcot**

In attendance.

John Barnaby, Nathan Boyd, Amy Cooper and Tina Brock, Clerk.

65/23 Apologies for Absence.

Andi Cunningham (prior commitment) and Alan Rich (prior commitment). These apologies were received.

66/23 Report from Chair.

Andi Cunningham submitted a written report.

We have had a year getting things back in order after Covid and the lists as ever are endless!

We are so grateful for the Longcot Village trust who have made such a beautiful space that we can hire for our Parish Council meetings as it was not that long ago, we were meeting in a windy open hay barn as the only place we could meet.

Longcot as ever has the most wonderful team of volunteers that continue to care for our village, they mow the grass and keep all the grass areas attended, and we are most grateful. We have residents who pick litter all the time along Fernham road and Kings Lane, and we are so grateful as they take great pride and pick up so much litter that has been thrown out of cars.

We were rather shocked this year to be sent a court order for a speeding fine in London for the Longcot owned lawn mower. We had to prove to the court that it was actually a lawn mower and would not make it to London, let alone be able to speed!

We have applied to get the OCC 20 mph sign put up outside the school and wait the outcome.

The track at the dash is becoming wider and more damaged, so council are looking to gate the entrance and will be working on that this year.

We continue to work with both the District and County Councils for the upkeep of the drainage system as this is vital in our village due to the flooding issues. It is noted that we have a lot more standing water on Fernham Road, these are the things that we have to continue to investigate.

I am honoured to Chair Longcot Parish Council and could not do it without our excellent Clerk and our Parish Councillors who are all dedicated to their community and their skills are much appreciated.

67/23 Report from County Councillor. None.

68/23 Report from District Councillor. None.

69/23 Questions from the electorate. None.

Meeting of the Annual Meeting of Longcot Parish Council

70/23 Election of Chair.

Deferred. Council agreed that Nathan Boyd should chair the meeting and Andi Cunningham and Alan Rich be given a time extension until the next meeting to sign their Declarations of Acceptance of Office and complete their Register of Interests. Councillors in attendance signed their Declarations of Office and completed their ROI's.

71/23 Variance of business. None.

72/23 Declarations of interests. None.

73/22 Annual Review of Councillors Register of Member's Interests.

Councillors were reminded that, under the Council's Code of Conduct, Councillors were required to set out their interests under the appropriate headings and to make amendments when appropriate. Details are held on the Vale of the White Horse District Councils website and amendment forms were available from the Clerk.

74/23 Council Procedures, Policies and Information and Guidance Documents.

Council noted that the Clerk had reviewed all documents. The next review date would be October 2025 unless the Clerk is informed of any updates from SLCC, NALC or OALC.

75/23 General Power of Competence.

Council meets the criteria for eligibility, the Clerk has passed the Certificate in Local Council Administration and all members were declared elected. Council RESOLVED that from 4 May 2023 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).

Amy Cooper joined the meeting.

76/23 Standing Orders.

Council noted that the SO had been reviewed and approved on 12 April 2023 (minute 52/23).

77/23 Financial Regulations.

Council reviewed and approved the Financial Regulations.

78/23 Register of Assets 2022/23 end of year.

Council reviewed and approved the register of assets.

79/23 Effectiveness of the System of Internal Audit 2022/2023.

Council noted that a review had been carried out and approved at a meeting held on 21 June 2022 (minute 81/22).

80/23 Risk Assessment 2022/23.

Council confirmed that the RA had been carried out and approved at a meeting held on 17 November 2022 (minute 133/22).

81/23 Subscriptions.

Council reviewed and approved subscribing to the following: Campaign for the Protection of Rural England and Oxfordshire Association of Local Council.

82/23 Direct Debits.

Council reviewed and approved DD's for Castle Water and Information Commissioners Office.

83/23 Bank signatories.

Council approved the current bank signatories.

COUNCIL

84/23 Minutes of the Parish Council held on Wednesday 12 April 2023.

Council resolved to approve the minutes which were signed by the Chair.

85/23 Matters arising from the minutes. None.

86/23 Public Participation. None.

FINANCE

87/23 Audit 2022/23.

- i. Council received the Internal Audit report.
- ii. Council noted the end of year bank reconciliation.

- iii. Council noted the Receipts and Payments account for the year end.
- iv. Council completed and approved the Annual Governance Statement Section 1.
- v. Council approved the Accounting Statements Section 2.
- vi. Council approved the explanation of variances.
- vii. Council noted the commencement date for the exercise of public rights Monday 5 June 2023 to Friday 14 July 2023.
- viii. Council approved the Certificate of Exemption.

88/23 Risk Assessment 2023/2024.

Council completed and approved the Risk Assessment.

89/23 Expenditure

Council considered and approved the insurance quote from Gallagher of £704.47.

90/23 Payments of Accounts.

Council resolved to note receipts received and authorise the payments below:

Table 1 Receipts received.

| Statutory Power | Receipts received: | Description | Total |
|------------------------|---------------------------|---------------------------------|--------------|
| LGA 1982 s150 | VWHDC | 1 st half of precept | £3,900.00 |
| VAT Act 1994 s33 | Inland Revenue | Reclaim 2021 – March 2023 | £164.80 |

Table 2 List of expenditure.

| Statutory Power | Payments due | Description | Total |
|---|--------------------------------|---------------------------|--------------|
| EP195 LGA1972 s143 | OALC | Subscription | £156.00 |
| EP196 LGA 1972 S112 | T Brock | Apr salary | £247.25 |
| DD Small Holdings and Allotments Act 1908 | Castle Water | Allotment water Apr | £13.63 |
| EP197 LGA 1972 s134 | Longcot Church Wardens account | Hire of room | £15.00 |
| EP198 LG (Misc) Act 1976 s19 | MRH Services | Play equipment inspection | £45.00 |
| EP199 Accs & audit (Eng) regs 2011/187 | Jane Olds | Internal Audit y/e 2023 | £200.00 |
| EP200 LGA1972 s140 | Gallagher | Council insurance | £704.47 |

PLANNING

91/23 Planning Applications. None.

PLAY AREA

92/23 Update on any matters. None.

HIGHWAYS

93/23 Update on any matters. None.

ALLOTMENTS

94/23 Update on any matters. None.

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.

95/23 Any Matters. None.

DATE OF NEXT MEETING

96/23 Next meeting of the Parish Council.

To be confirmed.

The meeting closed at 7.30pm.

Signed.....Date.....2023