

**ROTHERFIELD PEPPARD PARISH COUNCIL: MEETING AGENDA**

Council members are hereby summoned to attend **The Full Meeting of Rotherfield Peppard Parish Council** which will be held at

**Springwater Chapel, Blounts Court Road, Rotherfield Peppard**

on **Monday 3<sup>rd</sup> December 2018 at 7.30pm**, when the following business will be considered and transacted.

Time	Item												
7:30	<b>Open forum:</b> Members of the public may ask questions or make a short statement to the Council.												
7:40	<b>1.Apologies:</b> To receive apologies for absence.												
7:42	<b>2. Declarations:</b> To receive any declarations of pecuniary interest from Members.												
7:45	<b>3. Minutes:</b> To discuss, and amend, if necessary, the Minutes of the Council Meeting held on 12/11/18 and thereafter approve as a true and correct record of the meeting. (Appendix1)												
7:50	<b>4. Matters relating to Oxfordshire County Council: (15mins)</b> 1. To receive a report from County Councillor Bartholomew (Appendix 2)												
8:05	<p><b>5.Fix my street updates</b></p> <table border="1"> <thead> <tr> <th>Ref no.</th> <th>Location</th> <th>Description</th> <th>Update</th> </tr> </thead> <tbody> <tr> <td>1427678 2/10/18</td> <td>Shiplake Bottom</td> <td>Verge and Grass need cutting. SC side done and RPPC not done</td> <td>Thank you for your report. I have visited site and not sure what this report is referring to. I cannot find any particular vegetation/verge issue at junction with shiplake bottom. Thank you. State changed to: <b>No further action</b> Posted by <b>Oxfordshire County Council</b> at 10:57, Friday 12 October 2018. Cllr Bartholomew proposed Clerk email the pictures so he can escalate.</td> </tr> <tr> <td>1427696 2/10/18</td> <td>Stoke Row Road</td> <td>Insufficient drainage and road vulnerable to flooding</td> <td>Thank you for your report. I have spoken to the drainage team and this road is on a list of areas to have grips (drainage channels in the verge) installed I am unable to provide a time frame at this stage. Thank you. State changed to: <b>No further action</b> Posted by <b>Oxfordshire County Council</b> at 08:43, Friday 12 October 2018. Cllr Bartholomew agreed to escalate.</td> </tr> </tbody> </table>	Ref no.	Location	Description	Update	1427678 2/10/18	Shiplake Bottom	Verge and Grass need cutting. SC side done and RPPC not done	Thank you for your report. I have visited site and not sure what this report is referring to. I cannot find any particular vegetation/verge issue at junction with shiplake bottom. Thank you. State changed to: <b>No further action</b> Posted by <b>Oxfordshire County Council</b> at 10:57, Friday 12 October 2018. Cllr Bartholomew proposed Clerk email the pictures so he can escalate.	1427696 2/10/18	Stoke Row Road	Insufficient drainage and road vulnerable to flooding	Thank you for your report. I have spoken to the drainage team and this road is on a list of areas to have grips (drainage channels in the verge) installed I am unable to provide a time frame at this stage. Thank you. State changed to: <b>No further action</b> Posted by <b>Oxfordshire County Council</b> at 08:43, Friday 12 October 2018. Cllr Bartholomew agreed to escalate.
Ref no.	Location	Description	Update										
1427678 2/10/18	Shiplake Bottom	Verge and Grass need cutting. SC side done and RPPC not done	Thank you for your report. I have visited site and not sure what this report is referring to. I cannot find any particular vegetation/verge issue at junction with shiplake bottom. Thank you. State changed to: <b>No further action</b> Posted by <b>Oxfordshire County Council</b> at 10:57, Friday 12 October 2018. Cllr Bartholomew proposed Clerk email the pictures so he can escalate.										
1427696 2/10/18	Stoke Row Road	Insufficient drainage and road vulnerable to flooding	Thank you for your report. I have spoken to the drainage team and this road is on a list of areas to have grips (drainage channels in the verge) installed I am unable to provide a time frame at this stage. Thank you. State changed to: <b>No further action</b> Posted by <b>Oxfordshire County Council</b> at 08:43, Friday 12 October 2018. Cllr Bartholomew agreed to escalate.										
8:10	<b>6. Matter relating to South Oxfordshire District Council: (15mins)</b> To receive a report from District Councillor Nimmo Smith (Appendix 3)												
8:25	<b>7. Update Planning</b> Cllr Rowland update on planning. 1. Update to Councillors on Elegant Homes presentation at the Planning meeting on 19/11/18 2. Explanation on why Enforcement status say closed when the matter is still unresolved												
8:30	<b>8. Update SPF and Pavilion Project:</b> 1. Financial update including Grant and Loan 2. Equality Statement and policy for SPF Charity Reg 801262 (Appendix 4) - to discuss and Approve. 3. Health and Safety statement and policy for SPF Charity Reg 801262 - to discuss and Approve (Appendix 5) 4. SPF Constitution – All Councillors to sign 5. Pavilion general update												

8:35	<b>9. Update – Finance and Staffing</b> Update from Cllr Berger on any Finance and Staffing issues																																																
8:40	<b>10. Update from Councillors</b> Update from Councillors on potential new Councillors																																																
8:50	<b>11. Village Information:</b> <ul style="list-style-type: none"> <li>i. Discussion on what needs to be on the website for the future so Clerk can advise costings for a new platform.</li> <li>ii. Springwater Footpath</li> <li>iii. Carlings Orchard Gate to be replaced – Quote review</li> <li>iv. Stoke Row Road speed limit update</li> <li>v. Update on Permissive footpaths on Greys Green Golf Course</li> </ul>																																																
9:00	<p><b>12. Expenditure:</b> To agree December and January expenditure and to agree on-line signatories for December and January Clerk to submit 2017_18 accounts to the Charity commission by 31/1/19</p> <table border="1"> <thead> <tr> <th colspan="3">December</th> </tr> <tr> <th>Payee</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Clerk</td> <td>Salary</td> <td>Confidential</td> </tr> <tr> <td>MW</td> <td>Village Cleaning</td> <td>Confidential</td> </tr> <tr> <td>AP</td> <td>Village Cleaning</td> <td>Confidential</td> </tr> <tr> <td>Hewetts</td> <td>Grant legal expenditure</td> <td>£2,160</td> </tr> <tr> <td>Moore and Stephens</td> <td>External audit fee</td> <td>£324</td> </tr> <tr> <td>Springwater Chapel (Nov)</td> <td>Meeting room hire</td> <td>£90</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="3">January</th> </tr> <tr> <th>Payee</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Clerk</td> <td>Salary</td> <td>Confidential</td> </tr> <tr> <td>MW</td> <td>Village Cleaning</td> <td>Confidential</td> </tr> <tr> <td>AP</td> <td>Village Cleaning</td> <td>Confidential</td> </tr> <tr> <td>Springwater Chapel (Dec)</td> <td>Meeting room hire</td> <td>£75</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	December			Payee	Description	Amount	Clerk	Salary	Confidential	MW	Village Cleaning	Confidential	AP	Village Cleaning	Confidential	Hewetts	Grant legal expenditure	£2,160	Moore and Stephens	External audit fee	£324	Springwater Chapel (Nov)	Meeting room hire	£90				January			Payee	Description	Amount	Clerk	Salary	Confidential	MW	Village Cleaning	Confidential	AP	Village Cleaning	Confidential	Springwater Chapel (Dec)	Meeting room hire	£75			
December																																																	
Payee	Description	Amount																																															
Clerk	Salary	Confidential																																															
MW	Village Cleaning	Confidential																																															
AP	Village Cleaning	Confidential																																															
Hewetts	Grant legal expenditure	£2,160																																															
Moore and Stephens	External audit fee	£324																																															
Springwater Chapel (Nov)	Meeting room hire	£90																																															
January																																																	
Payee	Description	Amount																																															
Clerk	Salary	Confidential																																															
MW	Village Cleaning	Confidential																																															
AP	Village Cleaning	Confidential																																															
Springwater Chapel (Dec)	Meeting room hire	£75																																															
9:10	<b>13. Chair Update and Correspondence:</b>																																																
9:15	<b>14. Matters for future meetings:</b> <b>Reminder there is NO meeting in January. Next meeting Monday 11<sup>th</sup> February</b>																																																

Meeting scheduled to finish at 9:20pm. Meeting timings are approximate. Please note that paper copies of the agenda will be available at the meeting – all other papers will only be available on the website.

*Public and press are welcome to attend. For the purpose of accurate Minute taking, this meeting will be recorded. The recording will be deleted once the Minutes have been approved – usually at the next Council meeting.*