

5. **Election of Vice-Chairman for the year 2022-23.** It was proposed by Councillor Scott-Ely, seconded by Councillor Crawford and AGREED that Councillor Bridge should be Vice-Chairman for the year 2022-23.

6. **County Councillor's Report.** County Councillor Robin Bennett had prepared a written report which had been circulated to all Members of the Parish Council.

The Parish Council noted the information contained in the report, particularly that it may now be possible for the Parish Council to plant trees on land owned by Oxfordshire County Council in Berinsfield.

7. **District Councillor's Report** District Councillor Robin Bennett had prepared a written report which had been circulated to all Members of the Parish Council.

The contents of District Councillor Bennett's report were noted by the Parish Council. Councillor Chrisp enquired if the grants for voluntary organisations in South Oxfordshire mentioned in the report had been paid. District Councillor Bennett was asked if he could make enquiries to find out if the payments had actually be made.

The Chairman, Councillor Stuart Scott-Ely asked District Councillor Bennett if he could give a summary of the current position with regard to the proposed new development and the Garden Village. District Councillor Bennett informed the meeting that South Oxfordshire District Council was still in discussion with the land promoters, but that it is not possible for the Council to make the land owner sell the land or make developers purchase it. Homes England can only intervene if South Oxfordshire District Council can show a market failure. District Councillor Bennett informed the meeting that South Oxfordshire District Council is currently looking to improve existing facilities in the village.

Councillor Chrisp enquired what was happening to the floor in the Sports Hall at the Abbey Sports Centre and was informed by District Councillor Bennett that the funding for the scheme has now been signed off and that the work would be carried out.

The Chairman, Councillor Stuart Scott-Ely, thanked District Councillor Bennett for presenting his County Council and District Council reports.

8. **To receive and approve the Minutes of the Parish Council meeting held on 4th April, 2022.** It was AGREED that the Minutes of the Parish Council meeting held on 4th April, 2022, should be APPROVED.

9. **To receive and approve the Minutes of the Extraordinary Parish Council meeting held on 25th April, 2022.** It was AGREED that the Minutes of the Extraordinary Parish Council meeting held on 25th April, 2022 should be APPROVED.

10. **To consider planning applications and decisions received to date.**

a) **Planning application No. P22/S0773/HH** Proposed single storey front and rear extensions with associated internal and external works. 73 Fane Drive, Berinsfield, OX10 7NF. It was AGREED that South Oxfordshire District Council should be informed that Berinsfield Parish Council has no objections to the application.

b) **Planning application No. P22/S1496/HH.** Proposed ground floor rear extension. Proposed front porch. Proposed rendering of existing external walls. Proposed vertical extension of existing rear boundary wall. 222 Fane Drive, Berinsfield, OX10 7QL It was AGREED that South Oxfordshire District Council should be informed that Berinsfield Parish Council has no objections to the application.

c) **Planning application No. P22/S1353/FUL** Change of use from public house (sui generis) to a flexible commercial use falling in Use Classes E (a) – (f) of the Town and Country Planning (Use Classes) Order 1987 (as amended). 19 – 19a Fane Drive, Berinsfield, OX10 7ND. It was AGREED that South Oxfordshire District Council should be informed that the Parish Council has no strong views on the application, subject to the planning consent not precluding the premises being used as a public house again in the future.

d) **Planning decision P22/S0218/HH** Demolition of existing garage and single storey building at the rear. Construction of new single storey rear and part side extension. 5 Fane Drive, Berinsfield OX10 7NB. The Parish Council is asked to noted that planning consent had been granted.

e) **Planning decision P22/S0911/HH** Variation of conditions 2 Approved plans and 3 Materials on planning application P20/S0275/HH to allow for a variation in appearance of extension. (Single storey extension to principal elevation) 37 Lodden Avenue, Berinsfield, OX10 7PY. The Parish Council noted that planning consent had been granted.

f) **Planning decision P22/S0783/HH** Proposed ground floor side extension and proposed first floor side extension. (As amended by location plan and block plan received 28 March 2022 demonstrating the correct red line site area) 35 Leach Road, Berinsfield OX10 7QG . The Parish Council noted that planning consent had been granted.

g) **Planning notification regarding P21/S5300/FUL** Conversion and extension of existing bungalow into 2 x 2 bed chalet units (amended and additional plans received 23 February 2022) 13 Bullington Avenue, Berinsfield OX10 7PL The Parish Council noted that the application has been withdrawn by the applicant(s) and no further action will be taken on the application.

11. **Berinsfield Parish Council Accounts 2021-22.** A copy of the internal audit report prepared by Jane Olds, the Parish Council’s Internal Auditor, had been circulated to all Members of the Parish Council. Members of the Parish Council noted the recommendations contained in the report and AGREED that action would be taken to implement them as follows:-

- a) Risk Assessment – review and update it annually and publish it on the website.
- b) Budget – to provide more detail in the Minutes to substantiate the request for the Precept
- c) Exercise of Public Rights – Minute the dates prior to publication and post the information on the notice board and website
- d) Compliance with Transparency Act - to publish expenditure over £100.00 on the Parish Council’s website.
- e) Banking:-
 - i) the Parish Council should consider appointing two further signatories
 - ii) Councillors K. Chrisp and S. Henry agreed to be appointed as additional signatories on the Parish Council’s accounts and the Clerk will obtain the relevant documents to enable them to be put on the mandate.
 - iii) the Parish Council should consider opening a suitable account with another bank in which to keep any funds over £85,000 due to the Financial Services Compensation Scheme threshold. Information about suitable accounts will be obtained and discussed by the Parish Council.
 - iv) the Parish Council should arrange for a form of payment card to be provided to enable the Clerk to purchase items online.

- v) Appoint a Councillor to be responsible for Internal Financial Control.
- f) Assets - Parish Councillors should inspect the Council's assets for risk and condition annually.
- g) Staff appraisals – annual staff appraisals should be carried out by the Appointments Committee.

12. **To approve the Annual Governance and Accountability Return 2021-22.** A copy of the Annual Governance and Accountability Return 2021-22 had been circulated to all Members of the Parish Council and was reviewed at the meeting.

a) The Parish Council approved the Annual Governance Statement 2021/22 and AGREED that the Chairman and Responsible Financial Officer should be authorised to sign it on behalf of the Parish Council

b) The Parish Council approved the Accounting Statements 2021/22 and AGREED that the Chairman and Responsible Financial Officer should be authorised to sign them on behalf of the Parish Council

13. **To appoint Members to serve on the Parish Council Committees/Sub-Committees for the year 2022-23.**

It was AGREED that the following Councillors should serve on Parish Council Committees/Sub-Committees for the year 2022-23.

<p>Finance Committee Solar Farm Sub-Committee Councillor S. Scott-Ely Councillor P. Bridge Councillor I. Bunyan Councillor S. Crawford Councillor S. Henry Councillor Mrs. A. Jones Councillor D. Scate</p>	<p>Pavilion Committee Councillor S. Scott-Ely Councillor P. Bridge Councillor I. Bunyan Councillor S. Crawford Councillor S. Henry Councillor D. Scate</p>
<p>Allotments, Playing Fields, Open Spaces, Burial Ground & Skateboard Park Committee Councillor S. Scott-Ely Councillor P. Bridge Councillor I. Bunyan Councillor K. Chrisp Councillor S. Crawford Councillor B. Fearneyhough Councillor K. Mundy</p>	<p>Planning, Highways & Public Transport Committee Councillor S. Scott-Ely Councillor P. Bridge Councillor K. Chrisp Councillor B. Fearneyhough Councillor S. Henry</p>
<p>Appointments Committee Councillor S. Scott-Ely Councillor P. Bridge Councillor I. Bunyan Councillor K. Chrisp</p>	<p>Complaints/Freedom of Information/GDPR Committee Councillor S. Scott-Ely Councillor P. Bridge Councillor K. Chrisp</p>

Councillor Mrs. A. Jones	Councillor S. Henry Councillor K. Mundy
Neighbourhood Development Plan Steering Group	Public Transport Representative
All Members of the Parish Council	Councillor B. Fearneyhough
HIF1 Councillor S. Scott-Ely Councillor P. Bridge Councillor B. Fearneyhough Councillor S. Henry	OALC Councillor P. Bridge is a Member of the Executive Committee of OALC until 2023 Oxfordshire Neighbourhood Plan Alliance Councillor B. Fearneyhough

14. **Casual Vacancy on Berinsfield Parish Council.** The Parish Council was informed that Mr. M. Light had tendered his resignation as a Member of Berinsfield Parish Council. The Parish Council noted this information and AGREED that the casual vacancy should be advertised for the statutory period and if no election is called, the vacancy should be filled by co-option.

15. **Correspondence and Items for Information.**

a) **Disabled Persons Parking Places.** The Parish Council noted that Oxfordshire County Council is carrying out a consultation on proposals to provide additional Disabled Persons Parking Places and to remove ones that are no longer required within the South and Vale Districts of the County. The Parish Council considered the following proposals relating to Berinsfield:-

Removals: Outside No. 66 Colwell Road, Berinsfield
Fane Drive, Berinsfield (in layby opposite the Water Tower)

New DPP place : Fane Drive, south side, opposite No. 12 Glyme Drive,
Berinsfield

The Parish Council AGREED that it did not wish to make any comments on the above proposals.

b) **Insurance Renewal Proposal.** The Parish Council considered the insurance renewal proposal put forward by its current insurers Zurich Municipal for providing cover for a period of one year or three years as follows :-

1 year £6,305.72 per annum
3 years £5,996.75 per annum

It was AGREED that Berinsfield Parish Council should renew its insurance policy with Zurich Municipal for a period of three years with effect from 1st June, 2022.

c) **Virtual Meetings.** The Parish Council noted that the Oxfordshire Association of Local Councils has suggested that Parish and Town Councils might like to write to their

M.P. to ask them to put pressure on the Government for the return of online/virtual meetings and in connection with this had provided a template letter to use. Mr. John Howell, M.P. for Berinsfield had sent out a circular setting out his views with regard to holding virtual meetings. The circular had been forwarded to all Members of the Parish Council.

The Parish Council considered that face to face meetings should be held wherever possible, but that there should be an option to hold virtual meetings if necessary and therefore AGREED that a letter should be sent to Mr. John Howell M.P. to ask him to put pressure on the Government for the return of online/virtual meetings.

d) **Hire of pavilion and football matches.** The Parish Council noted that an email had been sent to the Clerk on Saturday 7th May complaining that the football pitches had not been mowed prior to two boys' matches being played on that day. The Clerk had not received notice that the matches were due to be played.

It was AGREED that a meeting of the Pavilion Committee should be convened and that representatives from Berinsfield Football Club should be invited and reminded that all matches should be booked well in advance using the Pavilion booking form, which is available on the website. A suitable date for the meeting will be agreed with the Chairman of Berinsfield Football Club.

e) **South Oxfordshire District Council Bug Detectives Trail.** The Parish Council noted that South Oxfordshire District Council would like to use the recreation ground again for a Bug Detectives Trail, but that the Parish Council would be responsible for replacing damaged trail signs. The Parish Council AGREED that it would be happy for South Oxfordshire District Council to run a Bug Detectives Trail on the recreation ground, but that the Parish Council does not have the ability to be able to monitor the trail signs regularly or to replace them if they are damaged or removed.

f) **20 mph Speed Limits.** The Parish Council discussed whether there was a need for a 20 mph speed limit in Berinsfield or whether it would be beneficial to have the speed limit in certain areas of the village. In order to allow Members to consider this matter in more detail it was AGREED to defer discussion until the next meeting of the Parish Council to be held on 6th June, 2022.

16. **Statement of accounts for payment in May.** It was AGREED that the statement of accounts for payment in May in the sum of £12,297.12 should be APPROVED.

17. **Items of report to Chairman.**

a) **Salt bin located near to pavilion.** Councillor Bunyan informed the Parish Council meeting that the salt bin had been vandalised by being pushed over on three occasions recently and that he and his son had attended to reinstate it to its correct position and to re-load the salt into it. The Parish Council thanked Councillor Bunyan and his son for their help in reinstating the bin.

18. **Date of next meeting – 6th June, 2022**

