

**Minutes of the Parish Council meeting held at the Reading Room
Bowling Alley, Oving on Monday May 12th 2003 at 08:30PM**

Present: Ambrose McGinn (Chairman)
 Chris George
 Roger Ball
 Mark Ryan
 Stuart Hillston (Clerk)

| Item | Action |
|---|---------------|
| <i>The meeting started at 08:30PM</i> | |
| 3.1 Apologies for absence | |
| None – all present. | |
| 3.2 Declaration of interest in the items on the agenda | |
| None. | |
| 3.3 Minutes of the previous meeting. | |
| The minutes of the meeting held on Monday March 10 th 2003 were approved. | |
| 3.4 Election of Officers | |
| 3.4.a | |
| AM was proposed for the position of Chairman by MR, seconded by CG – approved unanimously. | |
| 3.4.b | |
| MR was proposed for the position of Vice-Chairman by RG, seconded by CG – approved unanimously. | |
| 3.5 Roles, responsibilities and procedures for councilors | |
| SWH gave a brief outline of the duties, powers, responsibilities of councilors for the benefit of the new members. SWH will arrange for copies of the Good Councillor guide to be provided to all councilors. | |
| 3.6 Objectives for 2003/4 | |
| AM outlined that the main asset for OPC is the Recreation Ground. AM will circulate ideas to the councilors for discussion at the next council meeting. | |
| 3.7 Recreation Ground Strategy | |
| 3.7.a | RB |
| The Recreation Ground committee will be continued in a reduced capacity with a single representative from OPC together with the Tennis Club and Football Club. It was resolved that RB will act as representative for OPC and will consult with the TC & the FC to establish the frequency of meetings and way forward. | |
| 3.7.b | RB |
| It was resolved that RB will discuss with the Tennis Club their requirement for access to the pavilion and recommend action to the council. | |
| 3.8 Audit | |
| SWH reported that we have successfully completed the 2001/2 audit, however due to an auditing oversight not of our making, we are required | |

to re-submit for 2000/1. The cost of this audit (£200) will be met by BALC.

3.9 Playground

3.9.a SWH reported that we have received a quotation from Playdale to bring the playground equipment up to standard with respect to the current legislation. It was resolved that the Clerk should contact Playdale and establish a timescale for the work, and further, highlight that the equipment was installed by Playdale at a time when they should have been aware of the impending legislation and hence should reduce their charges. **SWH**

3.9.b AM proposed that OPC review last year's risk assessment and review any outstanding actions, and investigate the requirement for an assessment this year. It was resolved that the Clerk would circulate the 2002 RA and investigate the need for a new one. **SWH**

3.10 Football Club – Payment for electrical work

SWH reported that a letter had been received from OFC questioning the outstanding invoice for £500 as part payment for improvement in the electrical system at the pavilion. SWH reported that OPC had agreed to make this payment in a minuted Recreation Ground Meeting. It was resolved that the Clerk will write to OFC requesting payment as committed by OFC. Furthermore, the council did not agree to the floodlight work which OFC as instigated, and it was resolved that all costs for this work are the responsibility of OFC. **SWH**

3.11 Delegation of authority to the Clerk

It was resolved that the Council will delegate authority to the clerk for:

- Response on behalf of the council to planning applications following consultation with the councilors
- Authorisation of expenditure of up to £200 per transaction, subject to the existing controls on the issuance of cheques
- Respond on behalf of the Council to correspondence which do not require consultation with councillors

3.12 Works in Progress

3.12.a The bus shelter renovation has been completed.

3.12.b The bench replacement programme has been completed. Greens Property maintenance has invoiced for the partial work completed. It was resolved that the Clerk will write to GPM requesting a modification to their invoice. **SWH**

3.12.c Contracts for hedges, verges and grass cutting are expected to be resolved by May 19th. **SWH**

3.13 Sue Polhill Introduction

Sue Polhill was unable to attend the meeting and will attend the next council meeting.

3.14 Communication.

AM discussed the various ways in which the council communicates both internal and externally. In an attempt to reduce paper, electronic means **SWH**

will be adopted whenever practical.

SWH reported that an Oving web site is being planned as a community facility. A more detailed plan will be formalized before the next council meeting.

SWH
MR

It was resolved that MR will investigate the village reports in the Bucks Herald with a view to including Oving.

SWH/AM

It was resolved that AM & SWH will produce the report for the Village newsletter on this meeting and the Annual Parish meeting.

3.15 Date and time of meetings for 2003/4

Council meetings – 8PM in the Reading Room

Thursday June 26th 2003

Monday September 9th 2003

Monday November 3rd 2003

Monday January 12th 2004

Monday March 8th 2004

Monday May 10th 2004 (Annual OPC Meeting)

The Annual Parish Meeting to be held at 8PM in the Methodist Hall on Wednesday May 12th 2004.

Meeting closed at 10:20PM