

# KIDLINGTON PARISH COUNCIL

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## Minutes of the Annual Meeting of Kidlington Parish Council Held on-line on Thursday 14 May 2020

**Present:** Cllr David Robey (Chair) Cllr David Betts, Cllr Dan Clacher, Cllr Conrad Copeland, Cllr Alan Graham, Cllr Fiona Mawson, Cllr Ian Middleton, Cllr Carole Pack, Cllr Chris Pack, Cllr Neil Prestidge, Cllr Alison Street, Cllr David Thurling, Cllr Katherine Tyson, Cllr Doug Williamson

**Apologies:** None received. Cllr Wyse was absent without apology.

**In attendance:** Clerk to the Council – Rachel Faulkner

20/028 The appointment of Chairman – it was proposed, seconded and **RESOLVED** that Cllr David Robey be appointed Chairman for 2020/21.

20/029 The appointment of Vice Chairman – it was proposed, seconded and **RESOLVED** that Cllr David Betts be appointed Vice Chairman for 2020/21.

20/030 No declarations of personal or prejudicial interests were received.

20/031 The protocol for on-line meetings was approved which enables the Council to operate outside its usual Standing Orders during the Covid 19 Pandemic.

20/032 Public Participation – a letter had been received from a member of the public regarding a request for a burial at Bicester Road. To be discussed later in the agenda.

20/033 The minutes of the Council Meeting held on 12 March 2020 were approved. To be signed as a correct record at the next actual meeting of the Council.

20/034 The Council approved the meeting dates for 2020/21.

20/035 **Appointments to Standing Committees** – the Council agreed to increase the membership of the Policy and Finance committee to 9 members in line with other committees, and that in the absence of sufficient interest on the part of councillors less than 9 members on a committee would be allowed.

### Membership of committees:

**Policy and Finance:** David Betts, Conrad Copeland, Alan Graham, Ian Middleton, Neil Prestidge, David Robey, David Thurling, Katherine Tyson.

David Betts was elected Chairman, Conrad Copeland as Vice Chairman.

**Community:** Conrad Copeland, Fiona Mawson, Carole Pack, Chris Pack, Neil Prestidge, David Robey, Alison Street, Katherine Tyson, Doug Williamson.

Alison Street was elected Chairan, Chris Pack as Vice Chairman.

**Planning:** David Betts, Alan Graham, Carole Pack, Chris Pack, David Thurling, Doug Williamson, Tracey Wyse

Alan Graham was elected Chairman, Doug Williamson as Vice Chairman.

**Personnel:** Chairs and Vice Chairs of Council and all standing committees.

**Exeter Close Sub-committee:** David Betts, Conrad Copeland, Alan Graham, Ian Middleton, Chris Pack, David Robey (Chairman), Katherine Tyson, Doug Williamson

**20/036 Appointments to Working Parties:**

Allotments: Fiona Mawson, Doug Williamson  
Complaints and Appeals: Chair and Vice Chair of Council  
Events Committee: Carole Pack  
Kidlington In Bloom: Carole Pack, David Thurling, Doug Williamson  
Climate Emergency: Neil Prestidge (Chair), David Betts, Fiona Mawson, Ian Middleton, Katherine Tyson

**20/037 Appointments to External Bodies:**

Kidlington Recreational Trust: Neil Prestidge  
Kidlington Voice: David Robey, David Betts, Conrad Copeland, Katherine Tyson, Alan Graham, Alison Street  
No-Expressway Alliance: David Robey, David Betts  
Oxford Airport Consultative Committee: David Thurling, Katherine Tyson, Ian Middleton  
Oxfordshire Association of Local Councils: David Robey  
Parish Transport Representative: Katherine Tyson  
Police Community Forum: Neil Prestidge  
St Mary's Fields Management Committee: David Thurling, Chris Pack, Tracey Wyse, Doug Williamson  
Stratfield Brake Liaison: Alan Graham, David Betts, David Robey  
Traffic Advisory Committee: Alan Graham, David Betts, Katherine Tyson

**20/038 Covid 19**

The Chairman updated members on actions during the Covid 19 Pandemic. He also informed members of the actions of Cherwell District Council.

The Council asked for their thanks to be passed on to the organisers and volunteers with KASA (Kidlington and Surrounding Areas Community Hub) and the North Oxfordshire Food Bank and Cherwell Community Larder including Cllr Clacher who had helped with the early organisation. The Council asked for their thanks to be passed to all the KPC staff during this difficult time.

**20/039 Clerk's Report**

It was confirmed that now the Council was able to hold virtual meetings, the delegation of Council decisions to the Clerk is no longer required.

The Clerk asked members for their views about how Exeter Hall might be used in the near future and when we might start to accept bookings from other public sector organisations who need facilities during the current partial lockdown. Members advised that regulations need to be put in place to ensure staff and visitors are kept as safe as possible, and subject to this, bookings could be taken.

The clerk reported on the financial impact to the Council. A councillor asked for further clarification on whether our insurance may cover our losses during this time. The clerk said that we had been told it would not but that she would seek further clarification.

**20/040 S137 Grants**

The Policy and Finance (virtual) meeting discussed three grant applications and recommended them for approval. Grants approved for:

Daybreak Dementia Care: £3,120

Kidlington Recreational Trust: £500 for resurfacing entrance and £300 for replacing fascias.

**20/041** The Council reviewed the end of year management accounts for 2019/20. Following movement from reserves to fund capital projects and expenditure, there was a surplus of £117,547. This will be transferred to reserves for future projects. The Council may decide to allocate to some earmarked reserves. To be discussed at next Policy and Finance committee.

20/042 The council **RESOLVED** to approve the Annual Governance Statement 2019/20

20/043 The council **RESOLVED** to approve the Accounting Statements 2019/20

20/044 The Council discussed the Internal Auditor's recommendation to increase the Fidelity/Dishonest Employees insurance. After consideration of details provided by the Finance Manager and the Clerk, the Council **RESOLVED** that sufficient safeguards are in place to ensure that the Council's financial assets are protected and additional insurance is not required.

20/045 The Council reviewed and approved the policy for budget setting brought forward by the Chair of Policy and Finance Committee.

20/046 The Council discussed the next steps regarding CDC's Local Plan. Cherwell Development Watch have approached the Council regarding their intention to object. The council agreed, in principle, that were the possibility of a Judicial Review viable, then funding may be available from the Council to support this action.

20/047 Bicester Road Cemetery

The Council discussed the progress with regards to drainage work at the Cemetery which is progressing as planned.

The Council had received a request from the Margaret Clitherow Trust asking them to make an exception to the rules regarding burials at Bicester Road Cemetery. The Council was asked to allow a male with no connection to the village to be buried at BRC to join his brother-in-law who was buried there in 2015 and also had no connection to the village. The Council discussed the matter at length but **RESOLVED** to agree that regrettably there were no grounds to make an exception to the established rules, for the following reasons:

1. The Council's responsibility is to the residents whose council tax funds it. This responsibility cannot be outweighed by considerations relating to communities outside the village boundaries.
2. If an exception were made in this case, that would create a precedent for exceptions to be made for the rest of the extended family, and for extended family members of any village residents. Agreeing to the request would simply mean that significant numbers of residents could not be buried there in the future.
3. The fact that Mr Rooney was allowed to be buried in the cemetery was a mistake. Mr Rooney was the first member of the family to be buried there, and the family was not entitled to assume that his relatives could be buried there in the future. No such assurance was given to this effect by any member of our staff. If the family or funeral director had asked, as they should have, they would have been told that it would not be allowed.

The Chair to respond on the Council's behalf.

The Council **RESOLVED** to suspend Standing Orders to allow the meeting to continue.

20/048 District and County Reports

The Council was informed that the County Council has funding for cycle improvements across the County and was looking for bids for where this money may be best used. Cllr Street, as new Chair of Community Committee, to work with other members to respond to this request.

The meeting closed at 9.40pm