

**EPWELL PARISH COUNCIL**  
**MINUTES OF AN ANNUAL PARISH COUNCIL MEETING**  
**HELD ON WEDNESDAY 11<sup>TH</sup> MAY 2022**  
**IN EPWELL VILLAGE HALL AT 8PM**

Councillors Present

Gavin Lloyd-Thomas (Chair), Paul Neal, Matthew Platt, Nicola Rudge and Norman White

Christine Coles (Parish Clerk) and one villager

The Chair welcomed Cllr Platt to the Parish Council and thanked him for stepping forward to join.

**22/30. Elections**

*Election of Chair*

It was proposed by Cllr Neal and seconded by Cllr Rudge that Cllr Lloyd-Thomas be Chairman.

*Signing of Acceptance of Office form*

Cllr Lloyd-Thomas signed the Acceptance of Office form which will be kept on file.

*Election of Vice-Chair*

There were no nominations for Vice-Chair.

**22/31. To receive apologies for absence**

Nil.

**22/32. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda**

Nil.

**22/33. To approve the minutes of the meetings of 14<sup>th</sup> March and 5<sup>th</sup> April 2022**

The minutes were both approved and signed.

**22/34. Public participation session**

The new owner of College Farm asked for his objection to the development of a 4 bed detached house in back lane to be noted. He was informed that the application has been discussed at EPC meetings on 2 occasions and the application subsequently withdrawn on both occasions. All the relevant documents are on the CDC planning portal. Any further application will be considered at the time of submission.

**22/35. To note any matters arising from the minutes not included on this agenda for report only**

Footpath on Back Lane – Cllr Rudge has approached OCC. In hand.

Village Hall Bench - The repair is complete. Cllr White will fix the bench in place.

Overflow graveyard – The Chair wrote to Epwell Trust to thank them for the stewardship of the overflow graveyard.

Fence behind pavilion – Cllr White has repaired the fence. Thanks was given to him. Alison Pollard plans to plant a native hedge along the boundary fence. The Chair has written to Alison to inform her that planting can commence at her convenience.

Highway Super User – The Chair will arrange training for Mr Chris Hurst at his convenience Mr Seaton offered to help.

**22/36. To discuss the Queens Platinum Jubilee Celebrations in June 2022**

The Chair has applied to CDC for the pre allocated Jubilee Grant of £200 and a road closure order for the Square on Sunday 5<sup>th</sup>. A beacon will be lit at 9.45pm on Thursday 2<sup>nd</sup> June. There will be a short and informal church service on Sunday 5<sup>th</sup> at 3pm followed by a street party. Many families in the village will be taking advantage of the extended bank holiday to go away therefore it is difficult to estimate the number of residents that will attend the events.

The Chair and Cllr White are co-ordinating the lighting of the beacon on Yarn Hill. Permission has been granted from the land owner to access the land and build the beacon. An additional insurance will be provided and will cost between £200-300. Route maps will be available on the night. The footpaths to the beacon will be inspected in advance to ensure public safety The path will be strimmed and holes filled in.

*Action: The Chair to write a risk assessment and inform the Fire Brigade.*

Gazebos will be put up outside the village hall in advance of Thursday evenings beacon lighting to provide a wet weather alternative.

Sundays celebrations will be a bring your own picnic with Tea and coffee and soft drinks provided. Donations of cakes for a cake table will be sought. The Queens montage picture has been found and will be displayed in the VH. It was agreed Cllr Rudge could spend up to £100.00 for refreshments.

*Action: Cllr Rudge to ask Epwell Trust if they would like to make a donation towards the cost of the celebrations.*

**22/37. To discuss the safe storage of PC paperwork**

The EPC filing cabinet stored in the Village hall is now secure. A discussion was had as to whether the EPC should pay rent to the VH for the space the filing cabinet occupies. Consensus was that a peppercorn rent may be appropriate.

*Action: Cllr Rudge and Cllr White will raise the issue at the VH committee meeting*

**22/38. To discuss the level of interest in EV charging points (An OCC initiative to gauge the level of interest in parishes to public EV charging points)**

This idea is aimed at public car parks with more than 4 spaces and places who do not have access to off road parking. This does not apply to Epwell.

*Action: The Chair to complete the survey.*

**22/39. To discuss the role of the Parish Council: Are the members of the council Facilitators or Organisers? The role of volunteer groups and the level of oversight and financial support that the EPC can and should provide.**

The Parish Council has 5 members. It is implausible that councillors are physically able to organise all initiatives, events, maintenance, requests from residents and statutory obligations themselves. The Parish Council is uniquely placed to raise taxes via the precept and as such can consider financial support for resident inspired and run initiatives. It was

agreed that the Parish Council are facilitators. Residents are to be encouraged to attend EPC meetings to share ideas and volunteer.

**22/40. To discuss if any additional financial support should be given to the Epwell Echo**

The initial reports of the Echo being in financial difficulty were inaccurate. The Echo has not raised advertising revenue since Q2 2021, advertisers are being approached to pay their outstanding invoices. It is anticipated once done the Echo will once again be solvent. It was agreed to continue the annual donation of £100.00.

**22/41. To discuss the logistics of establishing a village email distribution list to facilitate communications**

The Parish Clerk sent details of other villages experience of setting up a email list to the Chair.

Action: The Chair and other councillors (if available) will go door to door collecting emails of those wishing to be on the email distribution list. It was agreed this will be set up by the end of the Summer.

**22/42. Financial Report**

*To receive the cashbook and bank reconciliation*

The bank balance is £14,548.46.

*To agree cheque signatories, change of bank account and online banking*

Cheque signatories are Cllr Neal and Cllr White. It was agreed to move the current HSBC account to Lloyds Bank and set up online banking.

*The following payments were approved under statutory powers*

To agree the terms of the annual Zürich insurance renewal. A long term agreement for 5 years at £887.34 or annual at £965.72 with an annual review. It was agreed to renew for five years at a cost of £887.34

£42.06 to Chris Hurst (fencing stakes for playing field)

£16.75 to Parish Clerk (SLCC membership)

£18.00 to aql ( for domain name Epwell.com) – The Chair to forward the invoice to the Clerk.

*AGAR for year ending 31st March 2022*

To approve and sign the Certificate of Exemption, Section 1 and Section 2. This will be deferred until the next meeting.

**22/43. To receive an update on planning.**

There were no new applications to consider.

**22/44. To receive Councillors Reports**

A new sign giving updated contact details is needed for the play area.

Action: Cllr Paul Neal offered to make the sign and will talk to Donna Boyles.

**22/45. To note date and time of next meeting**

Tuesday 11<sup>th</sup> July 2022 at 8pm

Meeting Closed 9:10pm

