

# DUNS TEW PARISH COUNCIL

Minutes of the Parish Council meeting held  
on **Monday 3 March 2025** at 7:30 pm in the Village Hall  
for the transaction of the following business:

**Present:** - Cllr. Stapleton (Chair), Cllr Tickle (Vice Chair), Cllr Jackson, Cllr Semple,

**In attendance:** Mrs. Friend (Clerk).

Minute Number	Agenda Number	Minute
25.18	1	<b>Apologies for absence:</b> It was RESOLVED that there was an apology from Cllr. Howard
25.19	2	<b>Declarations of Pecuniary Interest and Requests for Dispensation</b> It was RESOLVED that there were no declarations of pecuniary interest.
25.20	3	<b>Minutes of the Last Meeting:</b> It was RESOLVED to sign the minutes at the next meeting to give council time to read through. Minutes dated 6 <sup>th</sup> January 2025.
25.21	4	<b>Public Participation:</b> There were 3 members of the public present. None wished to comment.
25.22	5	<b>County and District Councillors Reports:</b> District Councillor David Rogers attended the meeting: The conservative group proposed a new budget which was approved. The main headlines were to fund a second flooding officer and to keep the brown bin cost the same as this financial year. The council can consider a Flooding super user for the area but this must be a member of the parish council. Currently there isn't a 5 year land supply for Cherwell, this means that they view applications with a tilted balance. Additionally, there isn't a neighbourhood plan currently in place for protection of speculative development. Currently, Duns tew is category C in terms of places for planning application so there is some protection on that front.
25.23	6.a	<b>Finance: Payments due for the period January/ February 2025:</b> It was RESOLVED that the payments for the period January/February 2025, as listed below, were correct and approved for payment. It was RESOLVED that all invoices/relevant papers were signed and then approved on-line by Cllrs Semple and Tickle. Bank reconciliation for January/February was signed by Cllr Semple

The following invoices are requested to be approved for payment:

BACS Ref Number	To whom paid	Details	Amount (£)
BACS 74	Fay Friend	Salary March	£329.64
BACS 75	HMRC	March contributions	£82.20
BACS 76	David Jackson	Expences Repayment	£61.07
BACS 77	David Jackson	Expences Repayment	£47.91

**Payments (Direct Debits) for the period January/February 2025:**

Details	Amount
Scribe	£14.40
Lloyds Card	£3
Scribe	£14.40

		<b>Total</b>	<b>£31.80</b>
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25.24	6.b	<b>Finance: Income Received in the period January/ February 2025:</b> It was RESOLVED that the income for the period January/ February 2025, as listed below, was correct.
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Details	Amount
Cherwell Lottery	£4.00
OCC Fund	£4244.97
<b>Total</b>	<b>£4248.97</b>

25.25	6.c	<b>Financial Review: 2024/2025.</b> <b>Current Bank Balance = £30,506.10</b> The Financial Review and bank balance were NOTED.
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25.26	6.d	<b>Review of Reserves: 2024/2025.</b> It was RESOLVED to NOTE the updated reserves. It was RESOLVED to add additional highways reserves into the reserves balance for next financial year.
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<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Earmarked</b>					
Play Area Maintenance		4,374.00			4,374.00
General Reserve		10,000.00			10,000.00
<b>Total Earmarked</b>	<b>0.00</b>	<b>14,374.00</b>			<b>14,374.00</b>
<b>TOTAL RESERVE</b>		<b>14,374.00</b>			<b>14,374.00</b>
<b>GENERAL FUND</b>					<b>16,138.10</b>
<b>TOTAL FUNDS</b>					<b>30,512.10</b>

25.27	7	<b>Clerks Report</b>
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Item:	Action Required:	Result:
<b>Jubilee Bench</b>	Jubilee Committee trees (as part of the Queen's Canopy) and plaque in Village Hall funded by <b>£1460.03</b> remaining from the Jubilee celebration event.	The bench has been installed.
<b>Drains/Flooding at Longfield/Main Road.</b>	RESOLVED to place under observation. Floods over Christmas. To determine further action if required.	On going – see above Cllr Rogers update.
<b>Councillors Priority Fund</b>	VAS (Solar powered).	Issue with the VAS sign on the North Aston side of the village. Cllr Jackson is chasing this as there is a lack in room

		on the sign. Council to look into this further.
<b>Duns Tew Poor's Charity</b>	Nomination of parish council representatives	It was RESOLVED for Steph and Sabastian to continue to be the representatives.
<b>Submission of midterm internal audit</b>	To note its submission ready for year end.	Completed
<b>Resignation of the clerk</b>	To advertise for a new clerk. Clerk will continue until a suitable replacement has been found.	To arrange advertisement

	<b>8</b>	<b>Parish Matters:</b>
25.28	<b>8.a.</b>	<b>Amenities: - update Cllr. Hall.</b> No update
25.29	<b>8.b</b>	<b>Community: update Cllr. Semple.</b> Applied for defibrillator stickers from the circuit. Bottle banks are full again and have been reported to Cherwell District Council to be emptied. There has been some new residents to the village and the welcome packs have been delivered. Welcome to Duns Tew.
25.30	<b>8.c</b>	<b>Planning: Cllr.</b> It was RESOLVED to respond to application number 25/00372/CLUE highlighting an error in the submission regrading were it can/cannot be viewed from the highways. It was RESOLVED to push CDC again regarding hearing the application 24/03421/F.

25.31	<b>8.c</b>	<b>Planning/MCNP: update Cllr. Tickle.</b> Nothing new to update. The consultation has now closed for the MCNP and we are awaiting update from the last meeting.
25.32	<b>8.d</b>	<b>Services: Cllr Jackson.</b> There is a meeting on the 14 <sup>th</sup> of March with the MP regarding the issues around flooding in the village. There has been a formal response from the environment agency but they aren't available for the 14 <sup>th</sup> but are happy to arrange a meeting at a future date. A formal letter was written to the CEO of Thames Water but there was a lack in respect and any acknowledging at all for the issues that we are facing with flooding with just a generic response as raised by a customer rather than from a public representative.
25.33	<b>8.e</b>	<b>Environment: Cllr Howard.</b> No update

25.34	10.	<b>Correspondence</b>
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Nothing new to add
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<b>Other Correspondence :</b> <b>Dog biting</b>	<b>Sent to:</b>
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<b>Flooding Campervan</b>	<b>All sent to Full Council</b>
Rural Funding Digests - regular email updates forwarded as received.	Full Council
The Rural Bulletins/Rural Services Network - regular email updates forwarded as received.	Full Council
SLCC News Bulletins - regular email updates forwarded as received.	Full Council
OALC updates and news - regular email updates forwarded as received.	Full Council
Public Sector News and Analysis emails. Regular email updates forwarded as received.	Full Council
Police and Crime Bulletins - regular email updates forwarded as received.	Full Council
Parish related information from Cherwell District Council or Oxford County Council. Forwarded as received.	Full Council
Planning Applications and Decisions from Cherwell District Council. Forwarded as received.	Full Council
Planning Applications and Local Plan information. MCNF. Forwarded as received.	Full Council

**Next Meeting: 12 May 2025.**

The Meeting finished at 20.35

Signed by Chairman.....