

WESTON ON THE GREEN PARISH COUNCIL

Parish Clerk Update – 3rd July 2024 Parish Council Meeting

1. Standing Orders and Direct Debits Paid by Parish Council: Transactions up to 19th June 2024

Payment Date	Payee	Amount Paid	Purpose
23/05/24	Nest Pensions	-	Clerks pension contribution – April 2024
28/05/24	Clerk – J Mullane	-	Clerks Pay - May 2024

2. Invoices Paid by Parish Council Transactions 18th May – 19th June 2024

PC Ref	Payment Date	Payee	Purpose	Invoice Amount
407	31/05/24	ONPA	Subscription membership 2024-25	£50.00
408	31/05/24	Graham Barnett	Fuel for community van (Jet)	£60.04
409	31/05/24	Clerk (J Mullane)	Dog poo bags for village supply x8000 (Eco Hound)	£123.60
412	29/05/24	Cherwell District Council	Dog litter bin emptying x5 (summer period)	£308.88
417	10/06/24	WotG Memorial Village Hall	Village Hall hire for PC meetings (July-Sept 24)	£45.00
418	10/06/24	Fair Account	Internal audit services end of year review (01/24-03/24) & AGAR	£115.00
419	10/06/24	123 Connect Limited	SSL Website Certificate	£62.40
420	10/06/24	123 Connect Limited	Website Hosting	£140.16
421	10/06/24	Graham Barnett	Fuel for community van (Tesco)	£74.95
422	31/05/24	Clear Councils	Parish Council Insurance 2024-25	£573.57
423	31/05/24	Oxford Edens	Grass cutting 13/05/24 (playground, stocks/Ben Jonson, bollards, gates)	£655.62
424	10/06/24	Oxford Edens	Grass cutting 29/05/24 (playground, stocks/Ben Jonson)	£286.65
425	10/06/24	Slade Estate Services Limited	Monthly maintenance of playing field - May	£334.28

3. Confirmation on Payments Received by Parish Council up to 19th June 2024:

Payment Date	Payer	Amount Received	Purpose
03/06/24	Barclays Bank	£148.39	Bank interest (4 March 24 - 2 June 24)
06/06/24	HMRC	£1,256.52	VAT claim FY 2023-24

4. Parish Council Bank Account Information

The balance on the Parish Council two bank accounts on 19th June 2024 were:

- Community xxx114: £18,345.85
- Business Premium xxx629: £39,827.58

5. HMRC - VAT 126 Claim for Refund

Confirmation that HMRC refunded the VAT paid by the Parish Council (£1256.52) for goods purchased during FY 2023-24 on 6th June 2024.

6. Annual Governance and Accountability Return 2023-24 (AGAR Form 3)

- Confirmation the AGAR Form 3 and additional required documentation has been submitted to the External Auditors (Moore UK) within the required timeframe.
- The External Auditor will reply with any queries (additional charges may apply) and once the review is completed, Section 3 of the AGAR form - External Auditors' Report and Certificate 2023-24 will be returned to be published along with a Completion of Audit notice by 30th September 2024.

- The Notice of Public Rights to allow anyone to inspect the accounts was placed on the noticeboard on 7th June 2024.
- Confirmation that all the required documentation has been placed on the Parish Council website within the required timeframe.

7. Village Planters

The eight village gate and noticeboards planters have been planted up. Diane has put out a village request for people to help look after the planters with planting, pruning and watering. They have been planted up with a few plants but if you spend additional money on them please note the receipt can be submitted to the clerk for repayment. Currently 6 volunteers have come forward. Should you wish to help out please contact either Diane or the clerk.

8. Westlands Avenue overhanging vegetation

The Parish Council has contacted Bicester Hotel, Golf & Spa to request that the vegetation overhanging from the Ben Jonson onto Westlands Avenue be cut back. The manager has confirmed that the works will be undertaken by themselves as there is currently no tenant.

9. Estate agent/fair advertising sign board

The clerk has requested the estate agent/fair advertising sign board to be removed from the green to the front of the Ben Jonson Inn. IMS Property Group has confirmed they will remove it.

10. Cherwell District Council - village street cleaning

Cherwell District Council has undertaken the annual street cleaning in the village.

11. OALC Training – Contractor Management

The clerk attended OALC Contractor Management training on 2nd July 2024. An information sheet on choosing a reputable contractor has been circulated to Councillors which covers all the topics discussed in the training.

12. Administration Information

Parish Council Meeting Dates 2024 - 7th August, 4th September, 2nd October, 6th November, 4th December

Next Meeting Papers Distribution Date: 1st August 2024. Please let me have any agenda items or papers ahead of this date.

Next Village News Content Deadline: 3rd July 2024, 10pm

Playing field car park: Resident requested to use for parking on Friday 30th August 2024 (day and evening), advised to highlight to guests not to park on residential streets. Gallosbrook Way residents to be notified.