

Tetsworth Parish Council

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Minutes of the Meeting of Tetsworth Parish Council Held in Tetsworth Memorial Hall at 7.30pm on Monday 12th June 2023

Present:

Chair: Cllr Paul Carr (PGC) **Vice Chair:** Cllr Seb Mossop (SM)
 Cllr Sanjiv (Kim) Bhagat (KB) Cllr Susan Rufus (SR)
 Cllr Christopher Thompson (CT) Cllr Sean Whitehead (SW)
Parish Clerk/RFO: Linda Freeth (LF)

In Attendance: Cllr Georgina Heritage (SODC)

Members of the Public: One

1. **Apologies for Absence:** Cllr Nigel Champken-Woods (NCW); OCC Cllr Kate Gregory (KG)
2. **Declarations of Interest:** Members were asked to declare any personal interest and the nature of that interest in any of the items under consideration at the meeting. **NONE.**
3. **To Approve the Minutes of the Council Meeting held on 15th May 2023 for Signing** **APPROVED UNANIMOUSLY** by those present at May meeting.
4. **Matters Arising from the Minutes not on the Agenda.** **NONE.**
5. **Public Questions** **None.**
6. **Update of Actions List**

355c/21	Monitor OCC investigation of school extension project progress	Clerk (OCC:KG)	Work expected to start Spring 2023. KG in discussion with OCC officers to prompt this. S106 & S106 (amended) to be reviewed re supply of water, sewage, and electricity. Alignment of S106 funds with inflation or base interest rate to be investigated by KG. Email KG-JG of 11 Jan 23 refers. Technical approval still to be determined and information still awaited from developers. KG to look in to OCC bid for CIL funding. Plans to be in place first. Resurfacing of Judds Lane expected this Spring. Nothing further. Determine preferred use of land S106 and opportunity for CIL funding. Technical approval to be determined and update from developer confirming scheme has been reallocated to an engineer within consulting company. Not yet at stage of Sect 278 agreement and plans to be agreed before it can be progressed. SODC contacted re: possibility of developer being in breach of S106 agreement. Report received from KG. ONGOING
378b/21	Note need for Tetsworth NDP review in May 2026	TPC	A Review Committee to be set up in Nov 2025, or earlier if legislation changes or shortcomings require. Earlier review to considered to coincide with new Local Plan 2025. 2-year lead time for steering committee needed. NP to be in step with LP. The need for volunteers was discussed at the Annual Parish Meeting (25 th April) but no volunteers at the meeting or subsequently. Plan for review to be considered at July meeting. JG and Cllrs CW, PC to be on Committee and request for members of the public / community to join TPC reps. to be made via Facebook. ONGOING
453b/21	Investigate options for all-weather surface for PATCH	SW All Cllrs Clerk	Quotes now obtained from 4 companies ranging from £43k (half) - £90k (whole) with a 5-year warranty. Best quote received from Ecosurface at £51k for complete project. Samples of proposed surface provided. Several Grant funding options were considered and multi-phase approach to the project discussed. It was UNANIMOUSLY AGREED to proceed and pursue grants. Discuss replacement fence at July meeting. ONGOING
482c/21	Consider Christmas tree and outdoor decorations purchase with TMH committee.	SF	Christmas tree to be positioned on the Village Green near to the benches, so central to the village, with subsoil power supply, concrete base and fencing surround has been agreed for 2023. Quotes to be obtained. ONGOING
184a/22	Outdoor Gym Bike - Everyone Active Grant acceptance	Clerk / PC	Wilson Property Care quote of £875 for installation received and UNANIMOUSLY AGREED . Equipment will now be ordered. ONGOING

240d/22	Replacement of War Memorial and Jitty benches	Clerk/PGC	Final bench installation on Jitty by Wilson Property Care awaiting suitable weather/ground conditions. Invoice on completion. ONGOING
317b/23	Access Roadway/track – A40-Marsh End-TSSC-Spencers Farm and Sewage Disposal Works	PC	Draft correspondence to Thames Water. ONGOING
392d/23	War Memorial cleaning	Clerk	Costings to clean / clean/reinstate lettering. Quote options discussed. ONGOING
345/21	Pursue recovery of Traveller Site appeal costs through PHD Chartered Town Planners	Clerk	Estimated extent of claim established. Further attempts to contact PHD to be made. SODC has confirmed that it did not pursue recovery of its own costs. ON HOLD
428c/21	Seek supporting evidence for Horse/Rider Safety Notices from local horse-riding community.	Clerk	Email requesting the required information sent to correspondent 12 Oct. Reminder sent 11 Jan 22; resident will forward the information when available. ON HOLD
448b/21	Canvass support for possible First Aid training	SR	More than 12 residents registered interest. Possible course dates post April 2023 to be investigated. No local face to face training available. Re-visit when practicable. ON HOLD
506a/21	OCC wicket gate project progression	PGC / Clerk	OCC Highway survey resulted in a costing of £3800 for Milton Common end. UNANIMOUSLY AGREED to proceed. Obstruction of visibility at the Stoke Talmage road junction would prevent installation there at present. Contacted Highways to pursue cost-sharing. Costs received and included – offer of contribution of 50% to cost of works and all admin costs = £1381.09 +VAT Accepted and amount paid. Awaiting installation. ONGOING
592a/21	Seek further advice from OCC Highways on High Street pedestrian crossing options – design / siting solutions.	PGC/Clerk	OCC has advised that, depending on its extent, a 20mph limit might allow for the crossing's suitability to be reassessed. A 20mph limit was approved February 2023. ON HOLD
75c/22	To purchase OneDrive memory for TPC Laptop	Clerk	Purchase of OneDrive memory UNANIMOUSLY APPROVED but not needed at present. Clerk will place order when needed. ON HOLD
191e/22	Consider OCC Vision Zero initiative / A Safer Pace for Oxfordshire.	PGC / Clerk	A Facebook post to assess local support for a 20mph speed limit received 46 'likes' and 12 other positive responses in the comments, with 3 emails against and 1 in favour. This initiative was APPROVED in Feb 2023 to progress. Formal support from our County Councillor/s received and application made. Project is expected to take 18 months. COMPLETED

- 7. County Councillors' Report** – Cllr Felix Bloomfield (Conservative, Benson & Crowmarsh) has been elected Chair of the Council, while Cllr Michael O'Connor (Labour, University Parks) takes over the cabinet portfolio for Public Health and Inequalities. Oxfordshire County Council are looking to develop a 'Town & Parish Council Charter' that will be co-created through a process of engagement starting in July, recognising their importance in local government. It would aim to strengthen how OCC works with them. OCC has developed a new unpaid carers strategy, the final version of which is being consulted on via Let's Talk. It aims to better identify where carers are, increase awareness of support available to unpaid carers and increase the level of support. A new policy on reducing carbon emissions as a result of procurement activity has been developed and a decision on the policy is due at Cabinet on 20 June. Councillor Priority Fund of £15k is open for local projects. **REPORT NOTED.**
- 8. District Councillor's Report** – Cllr Georgina Heritage is undertaking a thorough training programme with SODC but is already engaging with residents and Parish Councils in Haseley Brook. A Report was prepared for circulation with news that at the recent Annual Meeting of SODC Cllr David Rouane was re-elected as leader and confirmation of his Cabinet. There is a forthcoming waste satisfaction questionnaire as well as a consultation on the recently produced Air Quality Action Plan. Council Grants are now available for local food banks and community larders. We all welcome Georgina and look forward to working with her. **NOTED.**
- 9. Parish Council Reports – NONE.**

Finance

- 10. To Approve the Monthly Financial Report** The report for May was **APPROVED UNANIMOUSLY.**

- 11. Approval of Expenditure** by signing payment book and invoices for making electronic payments, and raising standing orders and direct debits.

a. Electronic Payments:

i.	Shield Maintenance (Dog bins)	INV 6596	£ 25.99 Inc VAT
ii.	L Freeth (Clerk salary)	Employee Contract	£ 963.71
iii.	HMRC PAYE (Clerk)	Employee Contract	£ 52.18
iv.	360 Landscapes	SI-10759	£ 396.00 Inc VAT
v.	SODC – Fees for uncontested election	10325212	£ 200.00
vi.	J Bennett & Son (Property Owners Insurance / TSSC)	524166760	£ 1,670.53
vii.	Gallagher Insurance (TPC Insurance)	2165529	£ 1,413.78
viii.	Community Heartbeat	16982	£ 151.20 Inc VAT

b. Standing Orders:

i.	Wiseserve (IT Support)	INV 19351	£ 6.00 Inc VAT per month
ii.	ONPA – Annual subscription	tba	£ 50.00

c. Direct Debit:

- | | | | |
|-----|-------------------------------|-------------------|-------------------|
| i. | O2 (phone service) | 05928908 | £ 25.14 per month |
| ii. | Nest Pensions (Clerk pension) | Employee Contract | £ 30.14 TOTAL |

12. To Receive, Note, Consider, Discuss and/or Approve:

- a. **OCC Generator Grant of £1,550** – Funds to be repaid to OCC (Ref: CPF 399 22/23) as not possible to transfer to Patch Surface Project – payment agreed at 381axi.
- b. i. **Property Owners Insurance (TSSC)** – Increase in premium of c£400 incl index linking due to an increase to the excess for 'Escape of water' to £1,000 (was previously £250) Claims Assistance included at an additional cost of £30. The increase in premium was expected and with the renewal date of June 1st and continuation of cover essential the renewal amount of £1,670.53 was paid incl IPT. **UNANIMOUSLY AGREED AND NOTED.**
ii. **Statement of Fact** – Checked, signed and returned. **NOTED.**
- c. **Hiscox Community Insurance** policy renewal on 1 June 2023 with premium for 2023/24 of £1,413.78 incl IPT was paid as agreed 382a/23 **NOTED.**
- d. **VAT** period 1 October – 31 March – Claim amount of £947.91 received. **NOTED.**
- e. **TSSC Parks Table Tennis Project Funding SODC** – Nothing further. **NOTED.**
- f. **ONPA** – at recent APM it was decided that all existing member groups would pay a nil membership fee for the Year 2023-24. Amount paid by SO to be refunded. **NOTED.**
- g. **AGAR** – Nothing to report. **NOTED.**
- h. **Old Red Lion** – additional invoice for Warm Spaces provision is pending. **NOTED.**

13. Candidate CIL Project Progress Review

- a. **Village Wicket Gates** See Action 506a/21 above.
- b. **War Memorial and Jitty Benches** See Action 240d/22 above.

Planning

14. Planning Decisions Noted - received after Agenda published: NONE

15. Planning Applications Noted or Considered:

- a. **Application Ref: P23/S1360/HH 2 High Street Tetsworth OX9 7AT** A single storey side extension.
Comments UNANIMOUSLY AGREED and to be submitted by the Clerk: At the meeting of Tetsworth Parish Council on 12th June Councillors agreed that they are in Support of this application.
- b. **Application Ref: P23/S0162/FUL RECONSULTATION** – incorrect representation of area of land included in application.
Development work at the following location: Land to the North West of Stoke Talmage and to the West of Harlesford Farm Near Tetsworth – Amendment is for Site area corrected and application re-started 26 May 2023
Comments UNANIMOUSLY AGREED and to be submitted by the Clerk: At the meeting of Tetsworth Parish Council on 12th June Councillors agreed that they are in Support this application with the following comment - The permitted Cornwall and Harlesford sites were subject to detailed archaeological surveys because of their likely inclusion of evidence of historical occupation. Many finds were reported. The cable route application includes ecology and flood risk evidence, but has nothing about archaeology. The centre section of the cable route lies outside either of the permitted solar farm sites. An archaeological survey to the same standard as the earlier ones should perhaps therefore be required as a planning condition.
- c. **Application Ref: P23/S1486/DIS Land to the North West of Stoke Talmage Stoke Talmage OX9 7HB** Discharge of condition 15(Sustainable drainage scheme) on application P20/S3244/FUL (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping). **NOTED.**

16. To Discuss Further Planning Issues:

- a. **Planning Applications determined / awaiting decision:**

- * **Ref: P23/S1081/FUL: Harlesford Farm Tetsworth** Farm building with apron. **GRANTED.**
- * **Ref: P23/S0917/DPO: Swan House 4 Victoria Gardens Tetsworth Oxfordshire OX9 7DG** Discharge of restriction under a section 106 obligation (related to great crested newt protection) dated 13th June 2012 as modified by a deed of variation dated 17 January 2014, between Rectory Homes Ltd, AIB Group (UK) PLC and South Oxfordshire District Council, the Council is required to issue a certificate of compliance with the S106 obligation when the property, or, potentially when a new mortgage is raised on the property. This restriction is lodged with the Land Registry. **REJECTED / NO DISCHARGE.**
- * **Ref: P23/S1010/DIS: Greenwood Cottage 30 Silver Street Tetsworth** Discharge of conditions 7 (Archaeology Watching Brief) and 8 (Archaeology Written Scheme of Investigation) on application reference number P22/S3276/FUL (Erection of single-storey oak-framed dwelling). **PARTIALLY AGREED / PARTIALLY DISCHARGED.**
- * **Ref: P23/S0587/DIS: Land to the North West of Stoke Talmage Oxfordshire OX9 7HB** Discharge of condition 4 (submission of final details of layout, design, and scale) on planning application P20/S3244/FUL (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping). **APPROVED 2 JUNE.**
- * **Ref: P23/S0814/HH: 94 High Street Tetsworth OX9 7AE** Proposed 2 storey side extension. **GRANTED.**

Ref: P23/S1179/S73: Tetsworth Barn Judds Lane Tetsworth OX9 7BN Variation of condition 2 (approved plans) on application ref. P21/S2114/FUL changes to layout, orientation and design of dwelling and decrease in volume. (Demolition of the existing agricultural barn & the erection of a single dwelling with associated works & landscaping).

Ref: P23/S1410/LDP: Land at corner of High Street and Stoke Talmage Road Tetsworth Thame OX9 7BY Polytunnel for the growing of young plants. Certificate of Lawful Development requested. Consultee comment not required at this time.

Ref: P23/S1551/LDP: Saraswati 34 Silver Street Tetsworth OX9 7AR Office.

Ref: P22/S3350/FUL: Land south-west of London Road near Tetsworth OX9 7AZ Change of use of land from agricultural to equestrian involving the erection of stables building comprising 2 stable boxes, tack room, and feed store, alongside the creation of a sand school and formation of hardstanding to facilitate access.

Ref: P23/S1083/DIS: Harlesford Farm Nr Tetsworth OX9 7BX Discharge of conditions 8 (Construction Environmental Management Plan for Biodiversity), 9 (Biodiversity Enhancement Plan) and 10 (Scheme for provision and management of buffer to watercourse) on application P20/S3245/FUL (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping).

Ref: P23/S0956/DIS: Harlesford Farm Nr Tetsworth OX9 7BX Discharge of condition 5 (Details of hard and soft landscaping) on application P20/S3245/FUL (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping). Amendment (no. 1) Discharge of condition 5 (Details of hard and soft landscaping) (as amended by plans and information received 24 May 2023)

Ref: P23/S0955/DIS: Harlesford Farm Nr Tetsworth OX9 7BX Discharge of condition 6 (Landscape Management Plan) on application P20/S3245/FUL (The construction & operation of a solar photovoltaic farm & associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks & landscaping). Amendment (no.1) Discharge of condition 6 (Landscape Management Plan) (as amended by plans and information received 24 May 2023.)

Ref: P23/S0435/DIS: Tetsworth Barn Judds Lane Tetsworth OX9 2HT Discharge of condition 7 (surface water drainage works) & 8 (foul drainage works) on planning application P21/S2114/FUL (Demolition of the existing agricultural barn and the erection of a single dwelling with associated works and landscaping).

Ref: P23/S0618/DPO: Harlesford Farm Nr Tetsworth OX9 7BX Discharge of condition 4 (Submission of final details of layout, design, and scale) on planning application P20/S3245/FUL (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping).

Ref: P23/S0352/DIS: Land to the north west of Stoke Talmage Stoke Talmage OX9 7HB Discharge of conditions 8 (Construction Environmental Management Plan for Biodiversity), 9 (Biodiversity Enhancement Plan) & 10 (Scheme for provision and management of buffer to watercourse) on application P20/S3244/FUL (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping).

Ref: P22/S3825/O: Toll Lodge Farm, London Road, Tetsworth Provision of equestrian fitness and rehabilitation centre, with ancillary buildings, parking and landscaping as amended by Amendment 1 for Updated Drainage Strategy received 23 January 2023. SODC Planning Committee will determine at future meeting – date TBC.

Ref: P21/S3915/FUL & P22/S2220/FUL: Solar Farm developments -

Ref: P21/S3915/FUL: Dodwells Solar Farm Land north of the A40 near Milton Common Installation and operation of a Solar Farm together with all associated works, equipment and necessary infrastructure (as amended & amplified by information received 8 July 2022, 21 December 2022 and 28 February 2023).

Ref: P22/S2220/FUL: Dodwells Solar Farm Land north of the A40 near Cuddesdon Underground cable route to connect Dodwells solar farm to Cowley substation (as amplified by additional information received 21 Dec 2022).

- b. **Solar Farm developments** – Nothing further. **NOTED.**
- c. **Toll Lodge Farm, Tetsworth** – a letter expressing the concerns of TPC, and outlining the details in relation to the implementation of enforcement actions at Toll Lodge Farm, Tetsworth **UNANIMOUSLY APPROVED and AGREED** to be sent to Adrian Duffield, Head of Planning, SODC. Enforcement still pending. Case scheduled for Committee. **NOTED.**
- d. **Caravans** – Sited on land at Oxfordshire Way/Stoke Talmage Road. The Case Officer visited the site w/e June 2nd but owners/residents of the caravan/tourers were not in evidence. They will be contacted to further discuss their intentions. No further information is available to us to avoid prejudicing any future enforcement action. The matter is in hand and being actively investigated. **NOTED.**
- e. **CPRE Joint South Oxon and Vale of White Horse consultation for the new 2041 Local Plan** – online meeting via Zoom Tuesday 27 June at 1800-1900. Cllr Mossop to attend for report at next meeting. **NOTED.**
- f. **Proposal for plan of NDP Review** – **RECEIVED.** Tetsworth NDP will be valid until 2035 however, periodic review is to keep it in step with the higher-level policies in the South Oxfordshire or any follow-on Local Plan. SODC has already started to develop a new Joint Local Plan with the Vale of White Horse Council. The two District Councils currently anticipate that their Joint Local Plan 2041 will be adopted in late-2025. Experience gained during the preparation of the Tetsworth NDP make it clear that the village community should aim to keep its NDP review in step with the

Joint Local Plan timetable. This year is not too early to form a Tetsworth NDP Steering Group to work under the sponsorship of Tetsworth Parish Council and get the NDP review process underway. J Gilbert who led the original NDP Steering Group and Cllrs Chris Thompson and Paul Carr are now looking for representatives from the village to join them. **NOTED.**

17. To Note any further Planning Considerations received after Agenda publication – NONE.

Play Areas

18. PATCH

- a. **Routine Play Area & Defibrillator Inspection Reports – RECEIVED.**
Cllr Rufus had been asked about the operation of the defibrillator by a resident who recently held a First Aid course locally. Information was provided to follow the instructions given as required and assurance provided that there are regular inspections, battery check and due process is followed. **NOTED.**
- b. **Roundabout** – consideration of repair / replacement. Costs to reinstall the equipment would be £450 + new bearing at £265. **UNANIMOUSLY AGREED** and will be progressed when the planned new surface for the Patch is underway.
- c. **Signage for Play Area and Skate Ramp** – Additional signage to be prepared for approval at July meeting. **NOTED.**

19. Communications

- a. **OALC 2023 Training Schedule - To Consider any requests for training:**
Councillor Training – Dates / information for 2023 circulated to all Councillors. **NOTED.**
Monthly Chair Meetings – Next meeting dates TBA **NOTED.**
Councillor Fundamentals Training: 13th July (ONLINE via Zoom) **NOTED.**
Roles & Responsibilities Training: Thursday 18th July - Didcot 9am-1pm **NOTED.**
Code of Conduct Briefing session for Clerks & Parish Councillors – Thursday 15th June 7pm via Teams. **NOTED.**
- b. **SLCC – Planning Summit** – Wednesday 5th July 9.45am-4.10pm ONLINE **NOTED.**
- c. **OCC PTRs meeting** - Tuesday 4 July at 1.30pm via Teams. Presentations from Oxon4Buses (presenter to be confirmed) and Pete Brunskill (Senior Public Transport Strategy Officer) providing an overview of the Oxfordshire Enhanced Partnership and its working groups. **NOTED.**
- d. **SODC Improving Engagement with Town & Parish Councils** – Briefings & Bookable Surgeries. **NOTED.**
- e. **Police & Crime Update May '23** – **NOTED.**
- f. **Note:** Regular updates relevant to Tetsworth can be found from: OALC at www.oalc.org.uk/national-news; SODC at www.southoxon.gov.uk/news/; the Open Spaces Society at www.oss.org.uk/category/latest-news/; the Rural Services Network at www.rsnonline.org.uk; and CPRE at www.cpre.org.uk **NOTED.**

20. Tetsworth Outdoor Learning Centre (TOLC)

- a. **Amendment of Lease Agreement** – TOLC to be contacted in relation to amendment of the Lease. **NOTED.**
- b. **Insurance Cover & additional requirements from 3rd Party / Unsolicited users** – TOLC are required to have their own insurance in place for any activities carried out on the land.
Public liability Cover extends to cover members of the public at any time on this land should an injury occur as a direct result of a land defect and the Council are proven to be liable/negligent.
The Policy cannot cover any separate legal entity such as schools or charities for their activities as the Policy is designed to cover what the Council is either responsible for or owns so these will continue to have to provide documents to demonstrate appropriate cover is in place. **NOTED.**
- c. **Approved Users of TOLC site** - notification of Julia Proom t/a Free Range Foxes Forest School use of the TOLC site and receipt of insurance documents. **NOTED.**

Village Environment

- 21.**
- a. **Dog Bins** – No problems or issues raised. **NOTED.**
 - b. **War Memorial** – Quotations / Grant options to be obtained for a) Cleaning and b) Cleaning/Reinstating names. **NOTED.**

Highways, Byways and Transport

- 22.**
- a. **Access Roadway / track A40 to Marsh End, TSSC, Spencers Farm & Sewage Disposal Works** – Repairs & responsibility. Awaiting a response to ascertain responsibility with OCC / Thames Water / Farm to enable resurfacing. **NOTED.**
 - b. **VAS** – still not working at the Postcombe end of the village. Report required. Will be progressed. **NOTED.**
 - c. **20mph Postcombe / 30mph on A40** – Further information obtained. 20mph on A40 Tetsworth will go ahead. **NOTED.**
 - d. **Oxfordshire Way** – replacement of stiles with gates. Details for collection shared and in progress. Replacement will be undertaken without cost to TPC. **NOTED.**
 - e. **Footpaths in Tetsworth** – Action taken by the Open Spaces Society. Served 4 x Form 1 Notices on OCC under Section 130A of the Highway Act. Nothing further. **NOTED.**

Correspondence **NOTED and publicised as required.**

- 23.**
- a. **Home Start Southern Oxfordshire** – Letter received thanking TPC for the donation of £100 agreed at the April meeting. **NOTED.**
 - b. **BT Cabinet** – Contact made with Openreach Technician. Despite being taped and with safety barrier this is due to damage to cabinet only. Unit is working and supplies area with Broadband. Cabinet repair is pending. **NOTED.**

24. Items for next agenda not already mentioned. NONE.

25. Date of the Next Meeting. The next regular council meeting will be held at **7.30pm on Monday 10th July 2023.**

26. To Close the Meeting

Meeting Closed at 9.14 pm

Open Forum

- i. It is reported that fencing around the Play Area recently had some panels removed and were missing. Cause / reason unknown. These have now been replaced. **NOTED.**
- ii. TPC were informed of significant antisocial behaviour taking place on the evening of Friday 9th June. This is a Police matter with no action required at this time from TPC. **NOTED.**
- iii. Discussions have been had between the Clerk and Lloyds Bank regarding incorrect documents being sent in the name of previous Clerks to the Council and therefore potential exposure to financial loss, and issues around GDPR. Compensation has been offered and an assurance that this issue is now resolved. This case is not yet closed and will be reported on at the July meeting. **NOTED.**
- iv. It is reported that correspondence is still being received by previous Clerk from HMRC. They will be contacted again to resolve. **NOTED.**

LA Freeth

Lin Freeth
Clerk / RFO

Seb Mossop

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Vice-Chair