

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

CLERK'S BRIEFING NOTES

PARISH COUNCIL MEETING ON 3 SEPTEMBER 2015

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Correspondence sent since 2 July 2015

- a) Letter to OCC Highways about verge grass cutting (inadequacy thereof)
- b) Letter to OCC with response to subsidised bus consultation
- c) Letter to WODC Planning objecting to the proposed change of use of the agricultural building on Bampton Road

Community Speed Watch

Based on information from Eynsham Neighbourhood Police team (ENPT) and North Leigh PC who have a speed watch team

Equipment used

- Speed indication device (SID) which shows approaching motorists the speed they are doing if in excess of the speed limit.
- A log book for recording vehicle speed, registration, make and colour
- Hi vis jackets/ vests worn by the monitoring team

NB: the SID and log book are made available by the ENPT and possibly high vis if available.

Training

Prior to use an ENPT member trains the users on how to use/ position the SID and make entries into the log book. North Leigh are happy for trainees to attend their monitoring session.

How the North Leigh speed checks works

- At PC meeting the PC decide on place / timing of speed check (about monthly)
- PC member organises monitoring team for speed check
- The SID is placed in a suitable position at the side of the road
- The Speed Watch team, which is preferably made up of four people, record into the log book the speed, registration, make and colour of the vehicle which are exceeding the speed limit. (one to note the speed, one to note the registration, one to note the make and colour, one to act as backup/checker.
- The Speed Watch team also record the total number of vehicle movements during the session so that the degree of speeding can be understood.
- At the end of the session (about one hour) the equipment is returned to the ENPT.
- A member of the ENPT verifies that the vehicle registration and make / colour match (to minimise any mis-identification)
- The ENPT arrange for a letter with the details of the monitored speed to be sent to the registered keeper of the vehicle.
- If three letters are sent against the same vehicle, the ENPT inform Witney Police Traffic section who may arrange a visit to the registered keeper/ take appropriate action.
- If the ENPT perceive the degree of speeding to be high at a particular monitored site this information is passed to the Witney Police Traffic Section who may then organise a Police Speed Check where speeding tickets can be imposed.

Things that the PC need to consider

- The Parish Council acts as an umbrella for Speed Watch group (i.e. is responsible for it and takes the lead role)

- The Speed Watch monitors require Public Liability Cover (which for North Leigh Speed Watch Group is covered by the PC's Public Liability Cover). Is there an additional cost for this?
- North Leigh PC believes that a member of the PC is needed to participate at each Speed Watch session in order for the Public Liability Cover to be valid for other monitoring members. If this is correct then PC members would need to commit to involvement in the monitoring sessions.
- The PC would need to conduct its own risk assessment. (North Leigh PC have had to do this so it could be used as a template.
- The PC would need to identify regularity, times and places for the monitoring sessions at PC meetings.
- Although it appears (via google) that Speed Watch groups are run as part of the PC, could this be done as a stand-alone Community Group with its own Public Liability for which the PC could give a grant?

Financial Matters

1. Cash Balances

	£
<i>CURRENT ACCOUNT</i>	
Balance at 30 June 2015	16,523.88
Payments authorised & signed on 2 July 2015	(684.34)
Payments authorised & signed on 6 August 2015	(1,559.86)
Balance at 31 August 2015	<u>14,279.68</u>
 <i>BUSINESS DEPOSIT ACCOUNT (Santander Bank)</i>	
Balance at 30 June 2015	16,798.72
Transactions in July & August: interest received	12.63
Balance at 31 August 2015	<u>£16,811.35</u>
 TOTAL CASH HOLDING AT 31 AUGUST 2015	 <u>£31,091.03</u>

2. Bank Reconciliations at 29 June 2015

<i>CURRENT ACCOUNT</i>	
	£
Bank Statement Balance at 29 June	17,562.71
Reconciling items	
Unpresented cheques	
22284 – WODC	(533.84)
22304 – H Sandhu	(371.95)
22305 – WODC	(21.04)
22307 – D Johnston	(112.00)
Cash Book Balance at 29 June	<u>16,523.88</u>
 <i>DEPOSIT ACCOUNT</i>	
	£
Bank Statement Balance at 29 June	16,798.72
Reconciling items	
NONE	NIL
Cash Book Balance at 29 June	<u>16,798.72</u>