

WEST HENDRED PARISH COUNCIL

Minutes of meeting held on Thursday 12th November 2015

Present: Cllr Richard Evans (Chairman), Cllr David Clayton, Cllr Roy Lennox, Cllr Fiona Taylor, Cllr Sarah Lloyd
Clerk/Finance Officer: Julia Evans

District Councillor:

County Councillor:

Members of the Public:

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| 119/15 | APOLOGIES FOR ABSENCE Cllr Stewart Lily sent his apologies. | Action: |
| 120/15 | DECLARATION OF INTERESTS None. | |
| 121/15 | MINUTES OF MEETING HELD ON 10th SEPTEMBER 2015 Cllr Lennox proposed accepting the minutes of the meeting held on 10 th September 2015. Cllr Clayton seconded. RESOLVED. | |
| 122/15 | <p>MATTERS ARISING</p> <p>The Old Ford – It was reported that the side of the brook has been dug out. The tunnel is still silted up and needs cleaning. Clerk to chase OCC again.</p> <p>Internal Auditor’s report – At a previous meeting it was reported that the internal auditor made the following recommendations:</p> <ol style="list-style-type: none"> 1) An annual amount for grass cutting should be agreed a year ahead. This will with the budgeting process. The meeting agreed to formalise a contract and offer £456 for grass cutting in the financial year 2016/17. Clerk has written to Mr Soffe and is awaiting a reply. Clerk to chase. 2) Usage of the chalk boards should be publicised. Cllr Evans has included a note in the newsletter. <p>Grass cutting on The Furlong Clerk to contact Ben Gristwood. Clerk to establish whether he had the capacity to take on two additional cuts on The Furlong and whether he could commit to the dates.</p> <p>At a previous meeting Cllr Lloyd raised the issue of overgrown hedges. Cllr Evans has put a reminder to residents in the newsletter.</p> <p>Waste Bin Stickers At a previous meeting the Clerk reported that stickers were available in Household packs of 6 stickers or bulk packs of 100 stickers from www.smartwheelie.co.uk Cllr Taylor agreed to look into this.</p> <p>Speed Limit in Ginge At a previous meeting Cllr Lilly’s response to the request to consider lowering the speed limit in Ginge was discussed. Clerk to write to Mr Pill.</p> <p>Review of Household Waste and Recycling Centres The consultation period has now ended.</p> <p>Town and Parish Forum Due to the change of date for this event no one was available to attend.</p> <p>Audit of Village and Community Halls This was completed and submitted.</p> <p>Audit of Open Space, Playing Pitch and sports facilities This was completed and submitted.</p> <p>Facilities for older people At a previous meeting Cllr Taylor suggested organising something in the village for older people. Cllr Evans to speak to Steve Willis about this.</p> <p>Levels of Liability Insurance – Clerk to email insurance policy to Cllr Lennox.</p> <p>Setts in Ginge Road – Damaged setts were reported in Ginge Road, just passed The Barnyard. Clerk to report.</p> | <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">C/F Clerk</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">C/F: FT</p> <p style="text-align: center;">C/F: Clerk</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">CLOSED</p> <p style="text-align: center;">C/F: RE</p> <p style="text-align: center;">C/F: Clerk</p> <p style="text-align: center;">C/F: Clerk</p> |

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| 123/15 | <p>POLICE REPORT A police report was not available. However an incident of criminal damage was along the Furlong and at the gate by the church was reported. There was no further information available. No action arising.</p> | |
| 124/15 | <p>OPEN FORUM No members of the public were present.</p> | |
| 125/15 | <p>COUNTY COUNCILLORS REPORT Cllr Lily's report had previously been circulated to all councillors. A copy is filed with these minutes.</p> | |
| 126/15 | <p>DISTRICT COUNCILLORS REPORT Cllr Murray's report had previously been circulated to all councillors. A copy is filed with these minutes.</p> | |
| 127/15 | <p>PLAYING FIELD REPORT: Playing Field Inspection- Cllr Evans has completed the inspection for October. Cllr Clayton to carry out the November inspection. Cllr Clayton reported that he had cut back the hedge behind the fort as far as possible. Grant for new swings – it was reported that the grant application had been submitted. A decision will be made in January. Grass Cutting – this was covered in minute 122/15. Donation of picnic table – clerk to send details of available picnic tables to councillors. Illegal use of Playing Field - The incident was discussed. The meeting agreed not to report to the police at this stage. The Village Hall Committee plan to revise their T&Cs as a result. The meeting agreed to put up a sign on each gate stating that the Parish Council is responsible for the playing field and outlining the permitted use. Cllr Evans to create a draft for review. Playground Repairs - Paul Stoter to be asked to come and look at the fort and see if he can make the necessary repairs. Large Trees – Clerk to establish who is responsible for the large trees in the playing field.</p> | <p>Clerk</p> <p>RE</p> <p>C/F: Clerk</p> <p>C/F: Clerk</p> |
| 128/15 | <p>PLANNING MATTERS:</p> <p>a. P15/V2501/T28 – Installation of DSLAM cabinet at the top of the Greenway. There is no consultation for this application. No action arising.</p> <p>b. Planning applications in East Hendred – The meeting discussed the applications for developments in East Hendred north of the A417. It was agreed that West Hendred Parish Council should register an objection on the ground of unsustainability, traffic impact, and the impact on local schools. Cllr Evans to draft a statement for review.</p> | <p>RE</p> |
| 129/15 | <p>FINANCIAL MATTERS Payments for Approval – A list of payments for approval is filed with these minutes. Cllr Clayton proposed approving all payments. Cllr Lennox seconded. RESOLVED. External Audit report – The external audit report was discussed and the minor issues raised explained. The meeting agreed that these issues will be resolved. Internal Audit Fee – Cllr Clayton proposed a payment of £80 for the internal audit. Cllr Lennox seconded. RESOLVED. Finance Committee Report – The proposed budget was discussed. The meeting agreed with the Finance Committee's proposals. The budget and precept will be finalised at the January meeting.</p> | <p>Clerk</p> |
| 130/15 | <p>REVIEW OF RISK REGISTER Cllr Evans proposed adopting the Risk Register. Cllr Taylor seconded. RESOLVED.</p> | |
| 131/15 | <p>DEVOLUTION OF OCC GROUNDS MAINTENANCE SERVICES (OXFORDSHIRE TOGETHER) Cllr Clayton agreed to find out who the current OCC contractor is and try and get a price from them. It was agreed to get a list of current contractors from OCC. Cllr Clayton agreed to provide measurements for the areas requiring</p> | <p>DC</p> <p>Clerk</p> |

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| | maintenance. | DC |
| 132/15 | <p>DAMAGE TO VILLAGE GREEN A complaint about damage to a driveway across the village green was discussed. It was agreed to review the damage and discuss further at the next meeting, Cllrs Clayton and Evans to review. It was noted that a resident had pruned a tree belonging to the Parish Council on the Village Green at the bottom of the Greenway without requesting permission to do so. It was agreed that a letter would be written requesting that permission be sought in future. SL agreed to draft a letter.</p> | DC/RE SL |
| 133/15 | <p>GRANT FOR DEFIBRILLATOR It was reported that the Parish Council has been awarded a grant from SSE for the purchase of a defibrillator for the village. The meeting agreed to accept the grant. It was suggested that the telephone kiosk outside the village hall would be the best place to install the defibrillator. Cllr Lloyd agreed to discuss this with the Village Hall Committee.</p> | SL |
| 134/15 | <p>MISCELLANEOUS CORRESPONDENCE Request for grant from Oxfordshire Association for the Blind – The clerk to establish how many people from the parish have been supported by this charity. Request for Grant from the Independent Advice Centre – The meeting agreed to a grant of £50.</p> | Clerk |
| 135/15 | <p>NEWSLETTER ITEMS The following items to be reported:</p> <ul style="list-style-type: none"> • Playing Field use • Seasons Greetings • Defibrillator Grant • Christmas Tree collections | RE |
| 136/15 | <p>ANY OTHER BUSINESS The idea of a ‘Slow – Children’ sign on the A417 was discussed. Cllr Evans to ask Stewart Lily if we would be permitted to install such a sign. Cllr Lloyd agreed to draft a letter to Ed Vaizey about the need for a crossing on the A417.</p> | RE SL |
| 137/15 | <p>DATE OF NEXT MEETING Cllr Lloyd asked if the January meeting could be moved to 21st January 2016. The meeting agreed. Clerk to amend the hall booking.</p> | Clerk |

The meeting closed at 9.40pm

Signed

Dated

