

STANTON HARCOURT PARISH COUNCIL

Minutes of the Annual Meeting of Stanton Harcourt Parish Council held on Thursday 12th May 2016 in the Village Hall

Present:	Charles Mathew	(CM)	Chairman
	Graham Dixon-Brown	(GDB)	Councillor
	Jose Eaton	(JE)	Councillor
	Matthew Judson	(MJ)	Councillor
	Colin Wells	(CW)	Councillor
	Joe Deane	(JD)	Councillor
	Trudi Gasser	(TG)	Parish Clerk
In Attendance:	Hilary Fenton	(HF)	WODC District Councillor
	Glyn Jones	(GJ)	Retiring Vice Chairman
	5 Members of the public		
Apologies:	Clare Rich	(CR)	SHAPE
	Steve Good	(SG)	WODC District Councillor

Minute Ref	Item	Action Agreed
AM16.01	Welcome and Introductions: The Retiring Chairman/Vice-Chairman to welcome those present. CM welcomed all Councillors, new and old. CM expressed his thanks to GJ for all his efforts over the past 6 years.	
AM16.02	Apologies: To note apologies from those Councillors absent from the meeting. Steve Good – District Councillor	
AM16.03	Election of Chair. a) To elect the Chairman for the forthcoming year: CM– GDB proposed, JE seconded – 3 for, 3 against. MJ – JD proposed, CW seconded – 3 for, 3 against. As retiring Chairman, CM held the casting vote – CM elected as Chairman. b) The Chairman to sign the Declaration of Office Form: Declaration of Office signed.	
AM16.04	Election of Vice Chair: To elect the Vice-Chair for the forthcoming year. MJ – CW proposed, JD seconded – MJ elected Vice-Chairman	

AM16.05	Chairman's Allowance: To decide on the level of 'honarium' for the Chairman. Undecided.	TG to seek confirmation of other PC's level and report at next meeting.
AM16.06	Cemetery Fees: To decide the level of fees applicable to the Cemetery. Current prices circulated. JD proposed resident under age of 16 be nil. MJ seconded JE proposed a 2% increase. MJ seconded.	
AM16.07	Banking arrangements: To agree the 'banking arrangements' for the year and to agree any changes to the nominated signatories. Mandate circulated for signature by all.	TG to progress with Bank to update signatories
AM16.08	Asset Register: To note the Asset Register dated 31 March 2016. Current Asset Register circulated.	TG to seek confirmation of ownership of Churchyard Tool Store
AM16.09	Insurance Cover: To note the extant/proposed insurance cover and decide whether it is adequate. Adequate cover confirmed in place.	TG to request a Risk Assessment be provided by Festival Committee prior to PC providing cover
AM16.10	Accounts for the Year ending 31 March 2016: To receive a report from the Clerk Year End Accounts circulated and approved.	
AM16.11	Budget Details for Financial Year 2016/2017: To note the agreed Budget for the year 2016/17 Budget circulated	
AM16.12	Standing Orders: To consider the need for additional Standing Orders, or amendments to existing ones A carry over list of Agenda Items be introduced.	CW proposed – CM seconded. TG to introduce immediately.

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MIN REF	ITEM	ACTION AGREED
16/039	DECLARATIONS OF INTEREST	
	<ul style="list-style-type: none"> CM owns property near the Leys, the Green and the School GDB lives on the B4449 	
16/040	MINUTES OF 4th APRIL 2016	
	The Minutes were approved for publication.	Approved by CM, signed by Chairman as a true and accurate record.
	Matters Arising:	
	Commemorative Coins: CM awaiting date from School for date to present to Children.	
	Village Green Hedge: Confirmed hedge is now mostly greening, although some are not. The James's are to be contacted to replace the ones which aren't greening.	CM to follow up
	Bus Service: CM reported 18 bus will not exist for Northmoor and Stanton Harcourt to Eynsham – not a satisfactory situation. The 19 will continue on a 6-month trial basis.	CM to meet with other neighbouring villages to explore possibilities.
16/041	DISTRICT/COUNTY COUNCILLORS	
	DISTRICT: HF thanks all those who voted for her in the recent DC Elections.	
	COUNTY:	

MIN REF	ITEM	ACTION AGREED
	CM reported disappointment in the recruitment a consultant to review unity/devolution of Councils separately. Public Consultation expected around August 2016	
16/042	QUESTIONS FROM MEMBERS OF THE PUBLIC 1. It was resolved to close the meeting to take questions (see appendix). 2. It was resolved to reconvene the meeting.	
16/043	PLANNING Applications had been received for comment: APPLICATION NO: 16/01054/OUT PROPOSAL: Re-development of former airfield for housing development of up to 50 dwellings, green infrastructure, public open space and access from Main Road, following the demolition of existing buildings Town and Country Planning Act LOCATION: Land At Former Stanton Harcourt Airfield Main Road Stanton Harcourt APPLICANT: Gladman Developments Ltd REGISTERED: 4th April 2016 PC comments due to WODC on Friday 27th May (extension granted) TG circulated WODC Design Guide to all new Councillors to aid with planning application review. WODC Brownfield register request received.	TG to circulate to all
16/044	PC EMAIL DISTRIBUTION LIST/COMMUNICATIONS Carried over the June's Meeting	All to provide ideas
16/045	ANNUAL PARISH MEETING The date for the Annual Parish Meeting was confirmed as Monday 16 th May. Speakers will be: Cottsway Housing Thames Valley Police FFC Mike Parker	TG to email reminder to villagers TG to purchase drinks
16/046	VILLAGE VOICE Thanks were expressed to Joe for all the good work. CM stressed the importance of Village Voice reflecting what is going on in the village and not voicing personal opinion.	
16/047	FINANCIAL MATTERS Cheques were circulated for signature.	
16/048	OTHER BUSINESS	

MIN REF	ITEM	ACTION AGREED
	Village Festival Flower Arrangement: a volunteer was sought to arrange the flower display in the Church on behalf of the PC –	TG and JD to arrange.
	NEXT MEETING The next meeting will be on: 7.30pm - Monday 6 th June	

Signed

Date

ITEMS/ACTIONS CARRIED OVER TO NEXT MEETING:

16/044	PC EMAIL DISTRIBUTION LIST/COMMUNICATIONS Carried over the June's Meeting
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APPENDIX TO MINUTES: PUBLIC SESSION NOTES

Seat on the Green

It was reported that the seat on the Green requires inspection.

CM confirmed that an inspection would take place.

Future Housing Plans in the Parish

It was questioned what the plans are?

CM confirmed that plans would be discussed at the Annual Parish Meeting on Monday, covering:

- *Gladmans - Airfield*
- *Bury – behind Blackditch*
- *SHMAA*