

## CLAYDON WITH CLATTERCOTE PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Thursday 9<sup>th</sup> September 2021 at 7:30pm in Claydon Church Room

Present: Cllrs Veronica Purdey, Gary Denham, Mark Ames, Jenny Jones.

In attendance: Clerk, 3 members of the public.

**23. Apologies for absence** – Cllr Ferguson, District Cllr Chapman, County and District Cllr Reynolds.

**24. Members declarations of interest for items on the agenda** – None.

**25. Public participation session** – A parishioner asked if they could borrow the water container and space hoppers from the container for a village get together event they are holding soon. The Parish Council (PC) haven't yet had access to the container so they do not know what is in it but they have now received the keys for the container so are happy to have a look in there and let the parishioner use any items required for the event. A parishioner asked if the PC could put small barriers up either side of the entrance to the playing field to reduce the risk of people falling into the ditches. The PC advised that they have looked at this before and the ownership of the land is an issue but they think this is an item that can also be considered as part of the longer term parish vision to see if there is any way around this.

**26. To approve the minutes of the Parish Council (PC) meeting held on 15<sup>th</sup> July 2021** - The minutes were proposed, agreed and duly signed.

**27. Outstanding matters/actions from previous meetings**

- i) Long term vision/strategy for the parish – Cllr Ames advised that only 1 person has volunteered to help with this and more volunteers would be needed to take this project forward. The vision and strategy can include both short term projects such as improving the play area and parking near the area along with longer term plans/visions such as considering if additional housing is needed in the parish and whether there is need for further facilities such as a village hall and/or village shop. **Cllr Ames to continue to try to get volunteers.**
- ii) Update on contact with Oxfordshire County Council (OCC) re planning for emergency road closures ensuring access for emergency vehicles – Cllr Ames has not had any reply and no longer has access to the e-mail account that he used to contact OCC. **Cllr Ames to write draft e-mail for clerk to send to OCC to request that they fully consider the implications of such closures before they take place in future.**
- iii) Update re Cherwell District Council's (CDC) delay in deciding on planning application 21/01243/F – Os Parcel 9200 South of County Boundary and West of Clattercote Priory – As at 3<sup>rd</sup> September the planning team were awaiting payment from the applicant for the consultant's fee, before they proceed to publish the comments and determine the application. Concerns were raised that it appears someone is living on the site without planning approval. **Clerk to contact planning enforcement team to ask if they can look into this.**

**28. Report from District Councillor** – CDC have agreed to go forward with consulting on their Local Plan proposals. It does not appear that any land in Claydon has been proposed for development at this time.

**29. Report from County Councillor** – None.

**30. Play Area/Playing Field (Cllr Ames)**

- i) To receive the annual professional play equipment inspection report and agree any actions in response to this – The report raised a few minor issues. The main issues that require priority action are in relation to ensuring the gates are all usable and do not shut violently. **Cllr Ames to look into options in order to resolve these issues.**
- ii) To confirm completion of monthly safety inspections – Cllr Ames has completed the inspection and has wire brushed some sharp areas. The matting pins around the new equipment are now sitting proud so Cllr Ames will bang them back in and will monitor to see if they can be taken out when the grass has grown over. One of the toddler swings needs to be removed asap as it has some

supporting wires sticking out. Due to this being a health and safety issue it was agreed that the Clerk should use delegated powers to purchase a replacement seat asap. **Cllr Ames to remove the seat immediately and organise replacement.**

- iii) Access to the container – The PC has now received keys and will complete an inventory of the items in the container. **Cllr Ames and Cllr Denham to complete inventory.**
- iv) Safety of goal net – It was agreed that this should be added to the monthly safety inspections. It may need repair but it should first be checked if there are any spare nets in the container. **Cllr Ames to follow up.**

### 31. Parishioner requests

- i) Proposal to install a dog waste bin on Crossing Lane at a cost of around £200 + annual emptying costs of around £120 – It was suggested that a litter bin may be a better option as it can be used for both litter and dog waste. It was agreed that the **Clerk should contact CDC to ask if they would empty a litter bin in that location** and if there would be any cost. If the costs are the same or lower than those stated in the agenda item the **Clerk should order a bin and organise installation.**

### 32. General items for discussion

- i) Brambles blocking the pathway on the corner of the Cropredy Road – A Cllr reported this on Fixmystreet on 7<sup>th</sup> August and they replied stating it is the landowners responsibility and they will write tot hem but still nothing has happened. It was agreed that as Highways are responsible for ensuring the Highways/footpaths are kept clear this should be reported again to Fixmystreet. **Cllr Jones to report on Fixmystreet.**
- ii) Effectiveness of the road sweeper – A Cllr advised that the road sweeper comes to the village at 6 monthly intervals but doesn't appear to achieve anything, particularly as no notice is given to parishioners so there are many cars parked on the street reducing the areas that can be cleaned although it appears just to brush the kerbs. It was agreed that the **Clerk should advise the District and County Councillors that the PC feel that public money is being wasted on this service.**
- iii) Trip hazards on the Blue Brick Path – The roots are now causing significant trip hazards. OCC had agreed to do something about this in December 2019 but nothing has been done. **Cllr Denham to chase up OCC/Nick Watson.**
- iv) School House – School House has been unoccupied for 26 years and a number of parishioners have spoken to a councillor advising that they are considering putting together a petition about the mess of the property and the impact it is having on nearby properties. The PC agreed that it is a shame that this property has not been allowed to fall into such disrepair but the PC has had numerous communications with Cllr Reynolds and CDC about this property and unfortunately the PC does not have any powers to do anything about this. Cllr Jones suggested that a letter be sent on behalf of the PC to our MP to ask her to propose changes to government policy about empty second homes all across the country which is particularly relevant given the number of new houses that local authorities are being asked to provide. Some councillors queried whether this is an issue that the PC can or should get involved in. **Cllr Jones agreed to write a draft letter for consideration at the next meeting.**

### 33. Planning applications received - None

Planning decisions received - None

### 34. Finance

- i) Confirmation of the total bank balances as at 02.09.21 of £146.99 and £20,814.15 – Cllr Purdey confirmed the balances stated are correct.
- ii) To note and approve the following payments made since the last meeting: Proposed and agreed.

15.07.21	ICO	Data Protection Fee	£35.00
23.07.21	Upper Lighthorne Parish Council	Training - GD and VP	£26.00
23.07.21	Kirsty Buttle	July salary	£181.26
23.07.21	HMRC	July tax	£27.80
30.07.21	NEST	Pension July	£18.55
12.08.21	Nigel Prickett	Grass cutting June and 4th July	£486.00

12.08.21	Chris Jarvis	Plainings for play area	£100.00
12.08.21	Nigel Prickett	Grass cutting July	£378.00
12.08.21	Kirsty Buttle	Salary August	£181.46
12.08.21	HMRC	Tax August	£27.60
27.08.21	NEST	Pension August	£18.55
01.09.21	Playsafety Ltd	Annual play equipment inspection	£103.20

iii) To note receipts received since the last meeting: Noted.

12.07.21	Clarke	Allotment	£5.00
22.07.21	Ferdani	Allotment	£5.00
11.08.21	Worthington	Allotment	£5.00
12.08.21	Ellis	Allotment	£5.00
09.07.21	Lloyds	Interest	£0.18
09.08.21	Lloyds	Interest	£0.19
23.07.21	Taggart	Allotments	£15.00

**35. Proposal to exclude the public and the press to discuss a staff matter (item 36) – Proposed and agreed.**

**36. Clerk vacancy – Discussion regarding arrangements in relation to the Clerk leaving on 9<sup>th</sup> October and recruiting a replacement Clerk –** It was agreed that the Clerk should prioritise putting together a first draft budget. Clerk to put a new advert out for the vacancy with no end/closing date to try to recruit a new clerk asap.

*Cllr Ames left the meeting at 9:22pm*

Clerk to arrange handover of all documents/files/information to the Chairman in the first week of October.  
Clerk to find out if CDC offer a clerking service.

Meeting closed @ 9:38pm

**Next meeting of the Parish Council – Thursday 11<sup>th</sup> November 2021 at 7:30pm.**

Signed..... Date.....