

FREELAND PARISH COUNCIL

MINUTES OF AN ORDINARY MEETING OF FREELAND PARISH COUNCIL, HELD IN THE VILLAGE HALL, WROSLYN ROAD, FREELAND ON THE 19th APRIL 2022, IN THE COUNTY OF OXFORDSHIRE AT 7.30PM.

PRESENT:	Chairman:	Roger Faulkner
	Vice-Chairman:	Mary Ann Canning
	Councillors:	Bill Phillips, Peter Foster, Andrew Bird
	District Councillors:	None present
	County Councillor:	Not present
	Clerk:	Lisa Smith and Fay Friend

At the time of this meeting taking place, the UK and rest of the world were coming out of the Coronavirus (Covid -19) pandemic, and legislation and rules around this has been relaxed and most restrictions had now been lifted. However as case numbers were on the increase across the County.

At the time of the meeting taking place, there had also been an invasion of a European democratic country (Ukraine) by Russia.

1. PUBLIC PARTICIPATION SESSION

. residents were present for this session.

2. TO RECEIVE APOLOGIES FOR ABSENCE – Andy Bain, Amy Jackson, Perrin Hatwell
Merilyn Davies, Alaa al-Yousuf, Liam Walker.

3. CODE OF CONDUCT:

3.1 TO RECEIVE ANY AMENDMENTS TO THE REGISTER OF MEMBERS' INTERESTS

There were no amendments to the Register of Members' Interests.

3.2 TO RECEIVE ANY DECLARATIONS OF INTERESTS FROM COUNCILLORS FOR MATTERS TO BE CONSIDERED AT THE MEETING

Mary Ann Canning (personal) as a member of Freeland Charitable Foundation.

Roger Faulkner (personal) as Vice Chair of Freeland Community Benefit Society and Speed watch Co-ordinator.

Perrin Hatwell (personal) as having a local business.

4. APPROVAL OF MINUTES

4.1 To approve and sign as a correct record the Minutes of the Ordinary Meeting held on Monday 21st March 2022

The Minutes of the Ordinary Meeting held on 21st March 2022 were approved and signed by the Chairman as a true record of those proceedings.

5. URGENT BUSINESS

There was no urgent business to report.

6. MATTERS ARISING FROM THE MINUTES

6.a Mobile coverage in Freeland – to receive an update on progress to improve mobile signal.

Peter gave a brief update. He had been informed that the supplier for the site had been changed and a site inspection has been now carried out. Drawing is currently in progress and are waiting to be received. Peter would keep the Council updated with further progress.

6.b Platinum Jubilee Celebrations – to receive an update on any actions required for the Platinum Jubilee Celebrations (Big Lunch style event) on 5th June

The Clerk had placed a note in the Grapevine asking for volunteers to help organize the event, but only two people so far had come forward to offer a little assistance. Sports clubs have been contacted about running some activities. The local pub has been contacted about running the bar. Bunting agreed by councillors to be the square style and 100 meters worth to be spread around the village hall

and church. ODC application for Jubilee funding with value of up to £250 for any jubilee events, council agreed to apply for the funding.

Action: Clerk to make confirm with Farmer's Market organisers, Perrin, pub and sports clubs Clerk to order 100m worth of bunting. Clerk to apply for funding from ODC.

6.c Annual Parish Meeting – to finalise arrangements including refreshments

The Freeland Hall Management Committee had agreed to order some display boards, although it was noted these would probably not arrive in time for the APM. Village hall available from 3pm for set up. WI have been contacted by clerk and have agreed to help serve refreshments during the break. All flyers have now been delivered by the councillors to all residents of Freeland. After a brief discussion about set up it was noted that we need to be mindful of fire regulations of the village hall with maximum numbers allowed to be present in the hall at once. Contact to be made with the committee to confirm numbers for admission on the door. Clerk has contacted Thames Valley Police and they won't be present, and no report has been sent and have redirected to a interactive report where no reports have been received in the last year.

Mary-Ann now has the microphone and will bring on the evening.

Chair and Peter agreed to set up the room ready for evenings events.

A discussion in the Village survey and approval from all to release at the APM with 4x £25 gift cards as a thank you to 4 random residents. QR code to go out into the Grapevine and offering of paper copies if unable to access via a computer or phone.

Action: Chair and Peter to arrange set up. Amy to tweak survey rewards and purchase. Bill/ Clerk to confirm numbers for Fire Regulations.

6.d Oxfordshire Treescapes Project – to receive an update on project

Mary Ann had no update to provide on the project

6.e Donated bench for Village Hall Garden – to approve quote for bench refurbishment and plaque and to approve location for placement of bench

Has now been installed and has already been used by many residents of the village.

Action: Clerk thanks to be sent

6.f Woodland Trust hedgerow planting – to receive an update on tree saplings delivery and planting

All locations are now sorted and residents are happy with some publicly thrilled about the new addition and have loved and cherished their new little sapling. Watering Rota has been circulated by Andy and all are happy. Thanks was given to Andy for arranging this. It was suggested that highways need to be contacted to check the location of the trees are in the correct location and to be moved in the winter if they are unhappy.

Action: Clerk to contact highways with location of all trees and get approval.

Side comment

Operation London Bridge –

Chairman ordered black drape and stand for the table and portrait as none was located.

7. PLANNING - Applications received & WODC Decisions plus:

7.1 Applications Received:

22/00913/HHD

18 PARKLANDS, FREELAND.

Single storey side extension, new porch and gravelled parking area for Mr R Massingham & Ms C Stephens (amended application).

22/00881/HHD

44 THE GREEN, FREELAND.

Demolition of single store side extension. Erection of a two-storey side extension and single storey rear extension for Mr and Mrs Calcutt.

22/00911/HHD

26 FREELAND GATE, FREELAND.

Proposed detached garage for Mr M O'callaghan.

After a brief discussion, council agreed not to make any objections to the above three applications

7.2 Applications Approved: None.

7.3 Applications Refused:

22/00110/HHD

18 PARKLANDS, FREELAND.

Conversion of existing garage to living space together with the erection of single storey side and rear extensions, new front entrance porch and associated works including gravelled parking area for Mr R Massingham and Ms C Stephens.

7.4 Applications Withdrawn: None.

7.5 Applications Awaiting Decision:

21/03258/FUL

3 CUCKOO WOOD CARAVAN PARK, EYNHAM ROAD, FREELAND.

Erection of detached building for the garaging of heavy goods vehicles for Mr. Perry Hatwell.

20/01734/OUT

LAND NORTH OF A40, A40 SECTION FROM BARNARD GATE TO EYNHAM ROUNDABOUT, EYNHAM (NEIGHBOURING PARISH)

Outline application with means of access for a mixed-use Garden Village, comprising residential, retail, food and drink, health and community facilities, hotel, class B1, B2 and B8 employment uses, education provision, burial ground, public open space with sports pitches together with ancillary facilities, landscaping and associated infrastructure and works for Grosvenor Developments Ltd.

21/00961/FUL

LAND SOUTH OF SHASTON, THE GREEN, FREELAND.

New Build Chalet Bungalow with detached double Garage for Mr. & Mrs. Neil and Catherine Tregear.

21/02627/OUT

LAND OFF THE WEST SIDE OF WROSLYN ROAD, FREELAND.

Outline planning application for the erection of a retirement community of up to 160 extra care units (C2 use class) with associated communal facilities and open space, with access from Wroslyn Road, (all matters reserved except access) and retention of veterinary practice in the coach house for Inspired Villages.

22/00110/HHD

18 PARKLANDS, FREELAND.

Conversion of existing garage to living space together with the erection of single-story side and rear extensions, new front entrance porch and associated works including graveled parking area for Mr. R Massingham and Ms. C Stephens.

7.6 Neighbourhood Plan – to receive an update on progress with next steps to starting the process for a Neighbourhood Plan and discuss ways of encouraging involvement from residents, plus to consider topics/questions to include in a village survey.

Amy has been working on the survey that will go live at the APM on Friday 22nd. No other update until results come back through. Closing date set as 31st May.

Action: Amy launch details at APM.

7.7 Inspired Villages planning application – to receive an update

There was not further news. The application had been due to be heard at the Uplands Planning Committee in April but it appeared it hadn't gone to the April Committee so the outcome was still awaited.

7.8 Parish Online Mapping software – to discuss how Councillors are getting on with new software and to discuss future use

Mary Ann had set up logins for each Councillor and everyone was asked to check they could log in to the system and to have a look at it and get back to Mary Ann if any queries.

Action: All Councillors to log in to Parish Online and have a look at the system.

7.9 Salt Cross Garden Village AAP – Invite from Inspectors to comment on Additional work – infrastructure delivery and viability and note on agreed actions

Comments from the council had been circulated and approved ready to be sent through to Garden Village development with no additional changes to be made.

Action: Clerk to send councils comments to inspector.

8. RAISING THE PARISH COUNCIL PROFILE – to discuss setting up social media accounts and councillor profiles for Grapevine and social media

It was agreed that a new social media page won't be made in addition to the two already on Facebook however after monthly meetings there will be an update provided and the councillors will give a short bio about themselves to make themselves more known and approachable. Grapevine to be contacted to add Chair, Vicechair and Clerks contact details to available in each edition.

Action: Clerk to contact Kenny and sort out councillor's bios.

9. REPORT OF COUNTY AND DISTRICT COUNCIL BUSINESS

As there were no District or County Councillors present there was nothing to report.

10. FINANCIAL MATTERS:

10.a Presentation of the monthly financial report

The monthly financial report for March was presented to the Council showing details of the bank balance at end of the 31st March 2022 and the receipts and payments received or paid out in the last month. The bank statement was checked as agreeing with the figures on the finance sheet and was signed by Bill.

10.b Approval of invoices for payment

The Council approved invoices for payment as listed on the invoices for payment sheet distributed with the meeting. These invoices would all be paid by BACS online. Council therefore **resolved** to approve all of the following invoices for payment:

19th April 2022			
The following invoices are requested to be approved for payment:			
BACS Ref Number	To whom paid	Details	Amount (£)
BACS 138	Mary Ann Canning	refund expenses - APM flyers	136.33
BACS 139	Fay Friend	Clerk's honorarium - April	300.00
BACS 140	Lisa Smith	Clerk's honorarium - April	300.00
BACS 141	Rendell Garden Services	Mowing of toddler play area	70.00
BACS 142	WODC	Parish/Town Council election expenses	65.45
BACS 143	Roger Faulkner	Refund expenses - tree guards & printer ink	68.82
BACS 144	Roger Faulkner	Refund expenses - Easel & table cloth	74.73
BACS 145	Freeland Village Hall Bookings	Hall hire 19.04.22	25.00
BACS 146	Ubico Ltd	Litter bin emptying by youth shelter 20.10.21- 31.03.22	228.59
BACS 147	Ubico Ltd	Dog & Litter bin emptying GOR & VH 20.10.21 - 31.03.22	648.89
BACS 148	Bill Phillips	Litter picking Jan/Feb/Mar	250.00
BACS 149	WODC	Emptying dog bins	104.12
BACS 150	Graham Lay	Refurb of Panting bench	225.50
Total:			2,497.43

10.c Pension scheme – to update on employer re-enrolment duties and re-enrolment date

The Clerk would action what was necessary changes for new clerk

Action: Clerk to carry out re-enrolment duties

10.d Review of VAT reclaim

This has been completed by clerk and already reclaimed

10.e Draft statement of receipts and payments from 2021-2022 financial year

Shown and ready to displace at APM

10.f Parish Clerk salary and honorarium – to approve salary scale and to consider approving payment of honorarium to both clerks for work undertaken during handover period

After a short discussion it was approved by all council that both new and previous clerk would get £300 for their help throughout April when there is no official clerk. Contract for new clerk still need to be provided.

Action: Clerk/ Chair to write and deliver new clerk contract

10.g Any other financial business – none.

11. PARISH COUNCIL STANDING ITEMS

11.a.1 Play areas/Playing Field – to receive any reports:

Andy feeding back to manufacturer that the sandpit equipment isn't suitable and needs additional components added to reduce the sand loss. Mary-Ann looking into bulk buying sand.

11.a.2 Play area reports: play park signage

Mary Ann briefly spoke about what signage she has found and the material it is made from to find out what council want the signage to say and where it can go including new details for reporting and issues or injuries.

Action: Mary Ann to source a sign as above.

11.a.3 Junior slide

Quote was received back to do repairs and replace the slide. Council have declined the complete replacement of the slide and Perrin looking into repairs. It was noted that the railing and slide paint was looking rather worn and should have a new coat of paint.

Action: Perrin to confirm repairs. Clerk to speak to Arthur or James brothers on paint job.

11.a.4 cricket square watering

Now that the water has been installed an investigation into who is paying for it and how it can be divided between the different users. As well as finding out how it works and if it is lockable. The taps still need to be insulated ready for the winter months by local contractor.

Action: Mary Ann to contact Rob and Arthur as above.

11.b. Village Highway Matters – to receive any reports:

11.b.1 Traffic calming measures – to receive an update from Traffic Calming Working Group
Mary Ann gave a brief update and explained that we would need to fund £2000 for a consultation after the 20mph new speed limit has been put forward. As well as the 20mph it has been suggested that other traffic calming measures get put into place under the same consultation rather than separate to reduce repeat costs. In addition, there could be some funding from Salt cross. Mary has sent round the minutes from the traffic calming meeting.

11.b.2 Speed watch– to receive an update from Speed watch group

The Chairman provided a brief update on the Speed watch activity. The group were still very active and no one has been caught above 50mph since January.

The Parish Council passed on their thanks to the Speed watch team for carrying out this valuable work.

11.b.3 Bus shelter on A4095 – to update on progress in getting a new shelter installed on A4095 the hard standing area is not in place but there is still no shelter. Contractor has been chased. Will be chased again at next meeting if no progression.

11.b.4 Dormer Cottage hedge: It was reported that the conifer hedge by Dormer Cottage had been removed and was being replaced with a wooden fence. However there was a telegraph pole now in the way making the pavement very narrow so it was suggested asking Southern Electric if it could be moved/relocated or replaced. The Clerk would contact them to enquire.

Action: Clerk to contact Southern Electric re telegraph pole as above.

11.c Footpath & Bridleway matters/Footpath Book – to receive any reports:

No issues have been reported all routes are clear

11.d.1 Garden of Remembrance – to receive any reports plus:

The Clerk gave a brief update. The Clerk and Mary Ann have had requests for plots and adoption of a tree and are in progress with meeting them to arrange next stages.

11.d.2 S106 Public Art funds – to discuss whether to use some S106 Public Art money to fund a new mosaic/inscription/sculpture at the GOR

Mary Ann has been in contract with the sculptures and figure from WODC has been agreed. Awaiting on quote for final prices ready to purchase design for GOR.

Action: Mary Ann to chase sculpturist for quote.

11.e Freeland Hall Management Committee – to receive any reports

There was nothing further to report

11.e.1 Laurel hedge by left hand side of village hall – to discuss and approve the trimming of the hedge by around 1m in height

Hedge work being carried out on the 25th of April. Update more at next meeting once work has been completed

11.e.2 Village Hall sustainability – to agree the new members

The new members have been approved by the council taking the total number to 4 members

11.f Village Pond – to receive any reports

There was nothing to report.

11.g Amenity area – to receive any reports

Following a resident's concern about a cherry tree in the amenity area the work will go ahead and meeting local contractor there on the 25th of April.

It was noted that 2 dead trees and contact needed to be made to replace them. Naturewatch square has been cut out.

11.g Allotment – to receive any reports

Castle water contacted clerk about arranging to split the water meter for the allotment. Council have agreed and clerk will liase with castle water to get this sorted.

Action: Clerk to liase with castle water.

12. CORRESPONDENCE – To discuss and agree any actions arising from:

- (a) OALC March update – details emailed around
- (b) West Oxon citizens advise bureau- email of thanks received for donation details emailed around
- (c) OCC temporary road closure- Lower road church Hanborough 19th April for 2 days details emailed around
- (d) OCC temporary road closure- Cuckoo Lane 6th June for 4 days details emailed around
- (e) Community first responders in Freeland- to discuss what is currently available for Freeland following death of resident- this was discussed but not much could be done by the council
- (f) OALC – to consider sending template letter to local MP regarding allowing virtual meetings for Parish Councils to continue – details were emailed around and council have agreed to send the letter.
- (g) Freeland Allotment- water charges. To consider implementing a water meter for the allotments and GOR. This was discussed please see 11.G for actions

13. CIRCULATION

No march circulation

14. TO RECEIVE A MONTHLY UPDATE REGARDING FREELAND PRIMARY SCHOOL

Yearly report has been received and will be addressed in APM

15. ANY OTHER BUSINESS – FOR PRELIMINARY DISCUSSION ONLY

16. DATE OF NEXT MEETING:

The next meeting of the Council would be held on **Monday 16th May 2022 at 7.30pm in the Newell Room**. There being no other business the meeting closed at 21:52.