

Minutes of the Parish Council Meeting held on Monday 5th July 2021

Present:

Matthew Judson	(MJ)	Chair
Gill Sellars	(GS)	Vice Chair
Rachel Arnold	(RA)	Councillor
Joe Deane	(JD)	Councillor
Trudi Gasser	(TG)	Parish Clerk

In Attendance:

5 Members of the public		
Dan Levy	(DL)	County Councillor
Lysette Nicholls	(LN)	District Councillor

Online Attendance

At this meeting the online viewing link was distributed by the village Facebook group and posted on the PC website - 2 members of the village attended remotely. The Clerk joined remotely.

All or part of the meeting may be filmed, photographed or audio recorded. If any member of the public has an objection to being filmed or photographed, please would they make themselves known to the Chairman or the Clerk before the start of or during the meeting.

MIN REF	ITEM
21/086	APOLOGIES FOR ABSENCE
	Keith Hickson (KH) Councillor Steve Good (SG) District Councillor
21/087	DECLARATIONS OF INTEREST
	RA – neighbour to planning application under discussion GS – B4449, Village Hall No declarations of interest made for items on the agenda
21/088	CO-OPTION OF COUNCILLOR
	Two candidates have submitted applications for the co-option role, and both have been invited to the meeting. Steve Cozier (SC) is in attendance, but Steve Usher-Wilson (SU-W) did not respond to email inviting him to attend. SC gave strong answers to robust questions from the Councillors in order to determine his suitability to the role. As SU-W did not attend, further contact will be made to establish if he still wishes his application to be considered. A decision will be made, and all interested candidates informed Action: TG to try and contact SU-W to determine his intentions TG to inform SC of the outcome
21/089	APPROVAL OF MINUTES FROM 7TH JUNE
	Minutes have been circulated and comments addressed. Minutes are approved and signed by MJ. A list of actions noted at the May meeting and delivered prior to the June meeting has been updated and will be added as an appendix to the June meeting minutes Action: TG to change Guard House to Guard Room & ref Airfield A list of actions from the June meeting have been circulated and updated by councillors. and will be an appendix to the July minutes.
21/090	ACTIONS TO BE CARRIED FORWARD
	21/064: TG/KH to compile a PC Policy Register for review.

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	<p>21/067: TG to review lease and check insurance cover for the Green.</p> <p>21/077 GS to contact OCC Highways when the after the roadside gates have been delivered</p> <p>21/078 GS to request Steve Tuck that the volunteer group continue to refresh the public benches and to encourage more volunteers to participate in monthly activity</p> <p>(No ref number) ACTION: PC To follow up OCC next steps and costing – 20mph speed limit</p> <p>(No ref number) ACTION: TG to circulate Asset Register for update/approval</p>
21/091	ACTIONS AND MATTERS NOT ON THE AGENDA ARE:
	<ul style="list-style-type: none"> • JD/MJ have addressed two road/pedestrian safety issues raised by residents during the month where hedges were overhanging • JD is working on the maps for grass cutting and will amalgamate maps already available to get a clearer plan. Two hedges have been cut for safety reasons by PC • JD asked if the path could be cut through the bund to the cricket club from Hayfield Green. This is not possible yet as Hayfield Homes have not handed the land over yet. They will make a path through the bund.
21/092	REPORT FROM DISTRICT/COUNTY COUNCILLORS
	<p>DL reported back that the area action is being worked on and is about halfway through. This will continue at the next localities meeting tomorrow. He is working on crossings and roads.</p> <p>A40 plan (dual carriageway between Eynsham and Witney) consultation has closed and is now consideration. There are discussions in place around installation of a rail line.</p> <p>There has been a meeting with the CEO of Thames Water (TW), and another meeting is happening next week with another member of the directorate. TW are genuinely embarrassed about the situation. DL has asked if residents and the PC can keep logging concerns.</p> <p>There is a review of bus services underway, and this is being pushed towards community buses. The plan is to get the service up and running in time for the new school year in September. Options are limited due to limited funding.</p> <p>Lorry routing is also being discussed at the localities meeting. MJ/JD made DL aware of the Sutton by-pass plans from the 1980's and will pass this on.</p> <p>LN has continued dealing with local issues such as flooding and working with DL.</p> <p>There is a safe house being built in West Oxfordshire and a campaign on domestic violence is being launched.</p> <p>SG although not present, MJ reports there has been some progress on S106</p> <p>Action: PC to continue logging TW complaints with DL/OCC MJ/JD to pass on Sutton by-pass plans to DL</p>
21/093	PLANNING (CURRENT APPLICATIONS)
	<p>Only one application for discussion, 21/02085/HHD 2 Eynsham Road no objections received from PC, pleased to see such close co-operation between neighbours</p>
21/094	VILLAGE VOICE
	<p>The July/August edition been distributed both online and in paper form. Village Voice will be back in September. The invoice for printing has been passed to TG.</p>
21/095	EXTRAORDINARY PARISH MEETING – 26TH JULY
	<p>RA/MJ to comment on advertisement produced by GS and then for it to be distributed. The meeting will take the form of a village 'trade fair'. How the event works will depend on attendance but will give villagers the opportunity to talk about the issues they want to as well as learn more about their village and to play a part in how the next twelve months are shaped. TG has a list for speakers but will need contact details. RA will help GS with the planning and implementation.</p> <p>Action: PC to give contact details to TG</p>

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21/096	VILLAGE HALL UPDATE
	<p>GS reports that Covid grants have more than covered the lost income from the Village Hall (VH). The committee is working on a 5-10-year maintenance plan and safeguarding policy has been updated. The perimeter fence is due to be painted 10th July. There are some events upcoming – 13th August Windmill Theatre Group will give an outdoor performance and the Village Market will also return in August (this was given as September during the meeting but corrected afterwards). Some action points have been raised by the VH committee:</p> <ul style="list-style-type: none"> ● A 7th Councillor – this is currently in motion. Discussions have been had with Keith Butler (WODC returning officer) and a justification for an extra Councillor needs to be put forward. The number also cannot be increased until the next election ● Meetings to continue with online availability – this has already been agreed. JD will look at getting a better microphone. ● 2 parish meetings per year – there were no objections from the PC but this will be put forward at the 26th July Parish meeting. It was mooted a meeting around Christmas time could be nice. <p>Action: MJ to progress the suggestion of two Parish Meeting on 26th July JD to get costings for a microphone</p> <p>The VH energy reduction proposal should fall under S106 as the building is used for sport, leisure and recreation and the S106 does include facilities. The use of these funds is currently being reviewed by WODC legal department via SG. GS put forward a proposal that the PC buys the solar panels etc on behalf of the VH, that way VAT can be reclaimed as they hold the building deed in trust.</p> <p>Proposal: PC purchase solar panels etc Proposer: JD Seconded: MJ Vote: all agreed Proposal carried</p> <p>GS proposed building a better relationship between the VH and the PC. This would be in the form of sharing the costs 50/50 of the VH maintenance, the committee will draw up a maintenance schedule, also the PC providing the building insurance. This is quoted to be around £1300 per annum. The VH to produce a cost proposal to the November meeting ready for PC budget.</p> <p>Proposal: PC and VH to build a better working relationship Proposer: GS Seconded: JD Vote: all agreed Proposal carried</p> <p>Proposal: The Parish Council pays for the insurance on the building that the Parish Council owns Proposer: GS Seconded: RA Vote: all agreed, Proposal carried.</p> <p>Action: GS return to November meeting with a costed proposal</p>
21/097	S106 UPDATE
	<p>The S106 for the Hayfield Green development has now been billed - £40,900 for recreation and £113,718 for sport. Current applications for the funding are:</p> <ul style="list-style-type: none"> ● Solar panels etc for the VH ● Cricket club have requested some all-weather nets ● Play equipment around the village <p>Action: MJ to obtain quotes for Play Equipment</p>

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	The S106 Funding Process is happening but is slow
21/098	COMMUNITY SHOP QUESTIONNAIRE
	The paper questionnaires were distributed with village voice but have not been collected yet. So far over 30 questionnaires have been completed online. JD reported that the Harcourt Deli is getting more affordable since the change in management so any decision would need to take them into consideration.
21/099	FEEDBACK FROM MEETING WITH DISTRICT COUNCILLORS – GS/MJ
	MJ and GS met with SG and LN last Friday and the planning has been changed so that the footpath will now go on the green side of the hedge rather than the road for the Butts Piece development. MJ thanked DL, SG & LN for their help in resolving this issue. SG suggested PC network with neighbouring PCs. S106 update has already been given
	Meeting closed for questions from members of the public SC stated that he felt the dog poo issue had increased recently and asked what the PC was doing about it. GS explained that the PC had order some posters from WODC which were expected imminently Meeting reopened
21/100	FINANCE UPDATE
	TG has a spreadsheet of current spends so far this year, which is low. Costs for the speed gates and stocks rethatching are coming up soon. TG has heard nothing yet form the Bank of Ireland regarding cheque signatories, she will investigate moving to another bank. Other Parish Councils are using Utility Bank. It was raised if it's possible for Village Voice delivery payments to be made in one payment so Sarah and then she can distribute rather than sending out cheques individually, JD will ask the question. Action: TG to investigate possibility of changing banks JD to ask Village Voice if they will accept one payment for distribution
21/101	ANY OTHER BUSINESS
	JD – none RA – There have been 5 volunteers step forward for speed watch after the appeal in Village Voice. RA has contacted TVP and will be arranging a meeting with the volunteers to discuss next steps. GS – none MJ – Has sent out to PC suggestions to changes to how maintenance is carried out.
	NEXT MEETING: 2nd August 2021 6th September 2021

Signed

Date

ACTIONS TO BE CFW to July Meeting

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<i>CFW from June</i>	21/064: TG/KH to compile a PC Policy Register for review. 21/067: TG to review lease and check insurance cover for the Green. 21/077 GS to contact OCC Highways when the after the roadside gates have been delivered 21/078 GS to request Steve Tuck that the volunteer group continue to refresh the public benches and to encourage more volunteers to participate in monthly activity (No ref number) ACTION: PC To follow up OCC next steps and costing – 20mph speed limit (No ref number) ACTION: TG to circulate Asset Register for update/approval	
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