

CLAYDON WITH CLATTERCOTE PARISH COUNCIL

Minutes of the meeting of the Parish Council held on Tuesday 13th March 2018 at 7:30pm in the Church Room, Claydon.

Present: Cllrs J Jones, R Millward, A Hoggins, S Ingram (Chairman), V Purdey.

In attendance: Kirsty Buttle (Clerk), 5 members of the public, Cllr Reynolds.

64. Apologies for absence – Cllr Atack.

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

66. Weight limit road signs – Update on proposal to request that OCC place signs at the start of Boddington Road – Last year all of the local parish councils met with two representatives from OCC Highways and it was agreed that directive signage should be used to encourage lorry drivers to use the main roads rather than going through the villages. It was estimated that such a scheme would cost £4-5k to put in place and it was suggested that the parish councils fund £1500 for a feasibility study. BCA (the company that many of the lorries go to) were contacted to see if they would help fund the study but they have not responded and nothing more has happened in relation to this proposal since. After some discussion the council agreed that another meeting should be organised between the parishes and representatives from OCC. Cllr Reynolds advised that he may be able to use some of his Councillors fund to help fund the feasibility study which will give the parishes the information regarding what is possible regarding signs and what the cost would be. **Action: Cllr Reynolds to organise meeting.** A parishioner has spoken to the police about the transporters blocking the road and they advised that if this happens again the public should call the police and state that there is a ‘complete blockage of the road which will prevent emergency vehicles getting through’ and this will trigger an emergency response.

67. Public participation session – A parishioner has been considering ways in which they can help reduce the number of potholes in the area and one idea is that firefighters could report potholes direct to the pot hole repair technicians which could allow repairs to be made more quickly as currently parishioners report the pot holes, the council send someone out to photograph and mark the pot holes and then the information is sent to the technicians to be added to the list for repair. The parishioner would also like to volunteer via the county council to fill pot holes in the parish but is uncertain whether insurance and licences would allow this. The parishioner asked the councillors if they have any objections to him filling the pot holes if the county council agree. The parish council had no objections. The parishioner asked if the council could try to advertise the Fix My Street service to try to get problems such as blocked drains and pot holes reported by parishioners. **Action: Cllr Jones to put details in the newsletter. Clerk to put details on Claydon Facebook page and sent to mailing list.**

A parishioner highlighted the fact that there have been a number of thefts in the village recently and that parishioners remain vigilant.

68. To approve the minutes of the Parish Council meeting held on 9th January 2018 – The minutes were proposed, agreed and duly signed.

69. Outstanding matters/actions from previous meetings

- i) Update to bank mandates – Cllrs Purdey and Ingram are now on the bank mandate. Cllr Purdey has applied for online banking.
- ii) Request for CDC to write to the owner of Bank Cottage and The Old School House to request that they cut back overgrown trees – Fiona Todd at CDC has written to the owners of the properties.
- iii) Request for Dog Lane to be registered as a public Right of Way – It was agreed that it isn't essential that the lane be registered but the owner of the lane should be identified as it urgently needs clearing. **Action: Clerk to find out who owns the lane.**
- iv) Installation of grit bins – The locations of the grit bins have been agreed but the wall on Manor Park needs to be repaired before the grit bin can be installed. The owner of the trees that are damaging

the wall has agreed to organise its repair. **Action: Clerk to organise purchase and installation of bins once repair has been completed.**

- v) Ownership of the playing field ditch – The deeds don't show the ditch as being part of the playing field but the general feeling is that ditches belong to the owners of the adjacent field. **Action: Clerk to write to neighbouring farmers asking them to confirm that the land does not belong to them and therefore the parish council can organise clearance of the ditch.**
- vi) Instruction for tree work and resulting issues re Thames Water fencing – The tree work has been instructed and completed but there have been concerns raised by Thames Water that the removal of the trees has damaged their fencing and has left their site unsecure. The councillors agreed that Thames Water own the fence and they could have cut back any trees that were growing through the fence or they could have contacted the council to ask that the trees are cut back away from their fence. They have never raised any concerns about the trees growing around the fence and their lack of maintenance of their fence has resulted in its poor state and the trees have been holding the fence up. The council agreed that they believe that they are not liable for the cost of the fence and, had the trees not been there, the fence would have needed to be replaced before now due to the lack of maintenance. **Action: Clerk to write to Thames Water advising them of this.**
- vii) Purchase of play area matting – It was proposed and agreed to purchase the new matting for the play area. **Action: Clerk and PFMC to organise purchase.**

70. Report from District Councillor – None.

71. Report from County Councillor – None.

72. Planning Applications received - None

73. Planning Decisions received

17/02448/F: Leys Farm, Main Street, Claydon. Proposal: Following consent ref: 15/02333/F and 15/02334/LB, lengthen extension to provide additional floor area. **Approved.**

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17/02265/F: The Brambles, Main Street, Claydon. Proposal - Erection of 2.4 x 2.4m palram amber shed and erection of 1.8 x 1.8m Bicycle shed. **Approved.**

17/02223/CLUE: 1 Clattercote Cottages, Lower Boddington Road, Claydon. Proposal - Certificate of Lawfulness of Existing Use for a semi-detached residential house C3. **Approved.**

17/02142/F: Far Close, Crossing Lane, Claydon. Proposal - Demolish existing dwelling and erect two four bedroom dwellings with double garages. **Approved.**

74. Discussion regarding the General Data Protection Regulations (GDPR) and consideration of actions needed in order to comply – The parish councillors are aware that the GDPR Regulations are coming in to place and it was proposed and agreed to delegate authority to the clerk to organise the actions needed in order for the council to comply. The clerk is attending training in April and will bring more information back to the council at the May meeting. **Action: Clerk to organise compliance and put on next agenda.**

75. Ongoing issues

- i) The Village Green – The ground is going to be re-seeded where lorries have been parked and damaged the grass.
- ii) Empty properties – No updates.

76. Proposal to install a defibrillator in the village – It was proposed and agreed to install a defibrillator in the village subject to receiving permission from the Church Room Committee to have the defibrillator and a light installed on the outside of the building. **Action: Clerk to e-mail the Church Room Committee to request permission and to apply for a grant for a defibrillator if permission is granted.**

77. Proposal to set up a Community Emergency Group – A parishioner would like to have Community Safety Wardens and set up a community group that would encourage all sorts of activities to get completed that

would improve the safety of the village and increase the community spirit. This scheme has the support of the County Council. The parishioner will organise an event in the Church Room for villagers to attend to discuss what they would want from such a group and whether they would be willing to be part of it.

78. Finance

- i) Confirmation of the total bank balances as at 08.03.18 of £1,206.91 and £11,137.23 – The balances were checked and confirmed.
- ii) To confirm the new asset register value of £38,887.97 due to the removal and addition of noticeboards and the addition of new litter bins – Proposed and agreed.
- iii) To note and approve the following payments made since the last meeting: Proposed and agreed.

12.01.18	Anne Hoggins	Poppy Wreath	£15
31.01.18	Kirsty Buttle	Salary January	£172.50
26.02.18	Kirsty Buttle	Salary February	£172.50

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

09.01.18	Lloyds	Interest	£0.46
09.02.18	Lloyds	Interest	£0.48
07.03.18	CDC	New Homes Bonus	£1,176

- v) To approve payment of the following invoices – Proposed and agreed.

OALC	Annual subscription	£135.06
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79. To review and/or adopt the following documents – It was proposed and agreed to adopt all 3 documents.

- i) Risk Assessment
- ii) Freedom of Information Policy
- iii) Scheme of Delegation

80. Proposal to close the meeting to the public due to the following item being a confidential matter

- i) To review the clerk’s salary with any increase agreed to begin on 1st April 2018 – It was proposed and agreed to change the clerks pay from a set pay rate to the NJC rates starting at SCP26. **Action: Clerk to write letter to go with contract advising of this change.**

81. Next meeting of the Parish Council – Tuesday 8th May 2018 at 7:30pm.

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