

STANTON HARCOURT PARISH COUNCIL

Minutes of the Council Meeting held on Monday 4th July 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: 4 Members of the public

Apologies:

Hilary Fenton	(HF)	WODC District Councillor
Steve Good	(SG)	WODC District Councillor
Clare Rich	(CR)	SHAPE

MIN REF	ITEM	ACTION AGREED
16/057	APOLOGIES FOR ABSENCE	
	Hilary Fenton (HF) WODC District Councillor Steve Good (SG) WODC District Councillor	
16/058	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 	
16/059	APPROVAL OF MINUTES OF 6th JUNE 2016	
	The Minutes were approved for publication.	TG to publish
	Matters Arising:	
	<p>16/049 - Bus Service: A summary was provided of the replacement Bus Service following the termination of the 18 bus. A 2-month trial of new service was launched on Friday 1st July with a few passengers on board. CM gave details of the timetable.</p> <p>The official launch of the new service will take place at 1.30pm on Monday 11th July at the Harcourt Arms bus stop. CM appealed for as many as possible to turn up, including Councillors.</p> <p>Future funding on the service would be discussed prior to the end of the trial period.</p> <p>16/052 – Vehicular access to The Green: CM to pursue with resident</p> <p>16/056 – Festival flowers: Thanks were expressed to JD for arranging the flowers on behalf of the PC.</p>	
16/060	REPORTS FROM DISTRICT/COUNTY COUNCILLORS	
	DISTRICT: No District Councillors present at the meeting.	

MIN REF	ITEM	ACTION AGREED
	COUNTY: CM reported that Grant Thornton is due to report findings following a review of the County Council Unitary in the next few days.	
16/061	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.	
16/062	COUNCILLOR RESPONSIBILITIES	
	<p>A list of Councillor Responsibilities was circulated for approval.</p> <p>All Councillors will report to the monthly PC meetings on topics allocated (under specific Agenda item); no commitment will be given on major issues or finance without Council discussion and support; all Councillors will liaise with PC clerk and /or Chairman (where relevant) in pursuing their responsibilities; PC members will inform the Councillor responsible of any problems in specific field reported to them and discuss, if relevant.</p> <p>CW was not prepared to be responsible for Dog Waste Bins – Emma Hare kindly offered to undertake the task and report to CW/TG</p> <p>CM informed all that any changes to responsibilities must be confirm to TG in writing.</p> <p>TG to publish the list on the website.</p>	TG to confirm locations of bins
16/063	PLAYGROUNDS	
	<p>Grass strimming: TG to advise WODC to take care when cutting the grass to not strim the play equipment. The possibility of applying protection to the base of the equipment is to be explored.</p> <p>Inspection Rota: CM stressed that a maintenance rota must be provided by Shape – responsibility of the playground inspections lies with Shape. CM stressed that the contractors must re-seed the bare areas, as expressed prior to installation.</p> <p>Bollards to prevent parking on the Leys: this was discussed; it was decided to initially erect a sign to inform of ‘no vehicular access beyond this point except for Emergency Vehicles’.</p>	TG to contact WODC. TG to contact Shape TG to progress
16/064	20mph SPEED LIMIT	
	Following a question raised at the Annual Parish Meeting regarding implementing a 20mph speed limit in Sutton and consequent response received from OCC Highways, CW to draft a reply to the resident. TG to reply on behalf of PC.	TG to respond to resident
16/065	COMMUNITY SPEED WATCH	
	Details of the CSW scheme were discussed. GDB to progress putting together a CSW Group for the parish.	

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	<p>Safety of the school children on Main Road was also discussed in detail. Several 'near misses' were reported. The PC to take the following action:</p> <ol style="list-style-type: none"> 1. Write to the School expressing concern 2. Erect a 'dangerous bend' sign 3. Request a visit from the Neighbourhood Police Team to patrol at end of school day 4. Write to NAG to request information regarding a school competition to raise awareness 	TG to draft various letters.
16/066	REPORTS FROM COUNCILLORS	
	JD proposed to build a replacement noticeboard for Steady's Lane, as the current one is in a state of dis-repair. CM proposed a budget of £100 to purchase required timber – MJ seconded.	
16/067	COMMUNICATION WITH THE PARISH	
	<p>JD presented 'Stanton Harcourt Online' page which he had developed.</p> <p>CM praised JD for his fantastic efforts – all were in agreement to support the site and proceed further. JD to progress and confirm costings.</p>	JD to progress
16/068	FINANCIAL MATTERS	
	<p>Year End Accounts 2015/16 were noted</p> <p>Cheques were circulated for signature.</p>	
16/069	PLANNING	
	<p>Comments were submitted to the following applications:</p> <p>APPLICATION NO: 16/01319/LBC PROPOSAL: Remove wooden balcony structure and replace the first storey door with a window to match the existing style. LOCATION: 44 Sutton Lane, Sutton APPLICANT: Mr Timothy Payne DEADLINE: PC comments due to WODC on 7th June</p> <p>APPLICATION NO: 16/01541/LBC PROPOSAL: Extension of exiting boarding to cottage LOCATION: Violet Cottage, Sutton Lane, Sutton APPLICANT: Pryce DEADLINE: PC comments due to WODC on 10th June</p> <p>Clarification required regarding Planning Application being heard by Lowlands – TG to seek clarification and circulate to all via Village List and Emma Hare's email list.</p>	TG to progress
16/071	CORRESPONDENCE	
	A letter regarding Sutton Lane Maintenance had been received – passed to GDB/JD for action.	GDB and JD

MIN REF	ITEM	ACTION AGREED
16/071	OTHER BUSINESS (for information only)	
	Burden Memorial Bench: TG to contact Pat Burden to confirm wording on the plaque.	TG to progress
	Councillor Training: It was asked if any training courses are available to New Councillors. TG to progress and circulate details.	TG to progress
	NEXT MEETING The next meeting will be on: 7.30pm - Monday 5 th September 2016 – there is no meeting scheduled in August, unless required.	

Signed

Date

ITEMS/ACTIONS CARRIED OVER TO NEXT MEETING:

16/05 3	COMMUNICATION WITH THE PARISH
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APPENDIX TO MINUTES: PUBLIC SESSION NOTES