

FREELAND PARISH COUNCIL

MINUTES OF AN ORDINARY MEETING OF FREELAND PARISH COUNCIL, HELD ON THE 18TH APRIL 2017, IN THE NEWELL ROOM, FREELAND, IN THE COUNTY OF OXFORDSHIRE AT 7.30PM.

PRESENT:	Chairman:	Peter Newell
	Vice-Chairman:	Robert Crocker
	Councillors:	Tim Webster, Mary Ann Canning, Matthew Ruddle, Bill Phillips, Peter Foster, Jane Linnell
	District Councillors:	Colin Dingwall & Carol Reynolds, both from 8.00pm
	County Councillor:	Not present
	Clerk:	Lisa Smith

1. PUBLIC PARTICIPATION SESSION

Liam Walker, the Conservative Party County Council nominated candidate was present for this session, plus one resident, Angela Spriggs who was given permission to speak at the start of the meeting.

It was agreed to bring item 10.2.2 forward for this session.

10.2.2 Double Yellow Lines – to consider having double yellow lines painted at various points throughout the village

Angela raised some very serious concerns she had about the 2 recent accidents which took place at night involving cyclists being injured when they collided with a parked van outside number 47 Wroslyn Road. Since then, the Parish Council had been notified of a third accident involving a cyclist nearly crashing into the same van at night. This brought the total to 3 accidents involving cyclists and the parked van over a 5-month period. Angela had actively sought accident data from Thames Valley Police which showed there were 11 accidents over the past 5 years which she felt was very high in a village location with a 30mph speed limit. This data only included the incidents that had been reported to the Police, so potentially this could be a lot higher. Angela urged the Parish Council to take some action and investigate installing double yellow lines at various points in the village which were considered to be hazardous, before any more accidents occurred.

The Chairman had been in touch with Anthony Kirkwood at Highways and an approximate costing had been received - £2,500 legal/admin fees and then line painting costs as an additional cost (possibly in the region of £750 - £1,000, depending on the extent of lines required).

After a discussion, Council **resolved** to investigate the cost and feasibility of installing double yellow lines at a number of perceived hazardous points in the village which would be identified on a map sent to Highways. The Chairman also agreed to mention this at the Annual Parish Meeting on 20th April.

Action: Clerk/Chairman to liaise with Highways re the cost of installing double yellow lines and Chairman to mention this at the APM.

2. TO RECEIVE APOLOGIES FOR ABSENCE – None.

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 member of Freeland Charitable Foundation (FCF) and as having a local business.

Robert Crocker (personal) as a member of Freeland Charitable Foundation (FCF) and as having a local business.

Tim Webster (personal) as having a local business.

Matthew Ruddle (personal) as a member of Freeland School Society.

All of them signed the book accordingly.

4. APPROVAL OF MINUTES

4.1 To approve and sign as a correct record the Minutes of the Ordinary Meeting held on Monday 20th March 2017

The Minutes of the Ordinary Meeting held on 20th March 2017 were approved and signed as a true record of those proceedings.

5. URGENT BUSINESS

There was no urgent business to report.

6. MATTERS ARISING FROM THE MINUTES

6.1 Mobile coverage in Freeland – to receive an update on progress to improve mobile signal

A brief update was given. Approval had been granted for the mast by Millwood End but there had been some development issues so there was nothing further to report.

6.2 Annual Parish Meeting – final arrangements

Councillors were asked to arrive at the Hall for 7.00pm to help set up. Jane, with help from Janet Dalton would organise the refreshments. The APM agenda was agreed with a few minor alterations to include future plans for Garden of Remembrance and the word 'will' to be replaced with the word 'might' on the Garden Village heading. Marilyn Davies was going to be allowed to speak about the community bus idea, however concern was raised as to whether this was allowed, bearing in mind she was the Labour Party nominated candidate. It was agreed to check with Keith Butler at WODC before confirming to Marilyn. Carol agreed to speak to Keith and respond to the Clerk.

Action: Carol to liaise with Keith Butler and respond to Clerk.

6.3 Community Speedwatch Scheme – to update on progress

A response from North Leigh Parish Council had been received and they thought it was better if Freeland purchased their own equipment rather than share theirs. The radar gun, high vis jackets and notepads had all been ordered and received and were being held by the Clerk. PCSO Workman had been contacted but he was currently off sick. A meeting with the residents would be arranged once he was back at work to provide training and support on their first few Speedwatch sessions.

7. PLANNING - Applications received & WODC Decisions plus:

7.1 Applications Received:

17/01123/HHD 165 WROSLYN ROAD, FREELAND.

Erection of detached outbuilding for Mrs Joan Hudson.

After looking at the above application, Council **resolved** not to make any comments or objections to it.

7.2 Applications Approved:

17/00383/HHD 19 OAKLAND CLOSE, FREELAND

Erection of new outbuilding to form garden room for Mr Paul Gilford.

16/04188/FUL CUCKOO WOOD FARM, EYNSHAM ROAD, FREELAND.

Change of use of land from agriculture to use as a site to accommodate Travelling Showpeople for Mr John Treble-Parker.

7.3 Applications Refused: None.

7.4 Applications Withdrawn: None.

7.5 To note and discuss a proposed development of 170 houses on the north side of the A4095 is being considered by Pye Homes

It was reported that a number of residents at the North end of the village had received a flyer from Pye Homes indicating a proposal to build approximately 170 houses on land at the north side of the A4095. As no planning application had yet been submitted to WODC, Councillors felt there was no action to be taken at the current time.

7.6 West Oxfordshire Local Plan Examination Update – to consider who will attend the hearing updates – details emailed around

Mary Ann had emailed round details of the hearing dates for the WODC Local Plan Examination Update, and the Freeland PC Planning Group had met prior to the Parish Council meeting to discuss a proposed response to the questions being discussed at the hearings. Council **resolved** to submit the Planning Group's response with a few amendments that were agreed by the Group, and Mary Ann would circulate the amended version to all Councillors the following day.

Action: Mary Ann to make agreed amendments and submit response to WODC, plus email round amended version to Councillors.

8. REPORT OF COUNTY AND DISTRICT COUNCIL BUSINESS

A very brief report was given about the new garden waste collections that had commenced from 1st April. Unfortunately, the waste collection lorry had broken down during the first Freeland collection, but this was rectified the following day when the remaining collections were made. With regards to the item about double yellow lines, Carol offered her assistance in seeing if she could move this forward, so asked the Clerk to forward all correspondence to her. Carol and Colin would also investigate whether a byelaw could be created to disallow vehicles with no active sidelights to be parked at night on an unlit highway.

9. FINANCIAL MATTERS

9.1 Presentation of the monthly financial report

The monthly financial report was presented to the Council showing details of the bank balance at 31st March 2017 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 signed by Bill. A report showing any uncashed cheques was also circulated and accepted.

9.2 Draft Statement of Receipts and Payments 01.04.16 – 31.03.17 for approval

A draft receipts and payments statement for the period 1st April 2016 to 31st March 2017 had been prepared and circulated to the Councillors prior to the meeting and the statement was accepted.

9.3 Approval of invoices for payment

The Council approved invoices for payment as listed on the invoices sheet distributed with the meeting papers.

Council **resolved** to approve all of the following invoices for payment:

Cheque Number	To whom paid	Details	Amount (£)
102364	Lisa Smith	Clerk's salary March 2017	£612.38
102365	Freeland Village Hall Bookings	Hall hire 20.03.17	£37.50
102366	Lisa Smith	Refund radar gun, high vis jackets, notepads & Printer cartridge	£218.74
102367	Mary Ann Canning	Expenses plants for Gdn of Remembrance	£195.50
102368	WODC	Weekly dog bin emptying 01.10.16 - 31.03.17	£91.42
102369	Bill Phillips	Litter picking Jan/Feb/Mar 2017	£250.00
		Total:	£1,405.54

9.4 Review of VAT reclaim

The VAT reclaim was reviewed and accepted.

9.5 Any other financial business – None.

10. PARISH COUNCIL STANDING ITEMS

10.1 Play areas/Playing Field – to receive any reports:

No reports had been received.

10.1.1 Play equipment book – to receive any reports

Jane had the book and would pass it on to Tim. There were no problems to report.

10.1.2 Worn signs on Church View – update on request to replace signs

The two new signs had now been installed.

10.1.3 Broken rung on Multiplay – to consider any action required

A rung on the Multiplay was missing where it had broken off. Upon further inspection, it was deemed necessary to replace the wooden framework with heavier dowling. Robert had agreed to take a look but had not managed to do this as yet – this would be done shortly.

Action: Robert to review wooden frame and report back.

10.1.3 Cycle racks on Blenheim Lane – to consider any action re overgrown bushes

Concerns had been raised by a resident about overgrown bushes and brambles by the cycle racks in Blenheim Lane that were overhanging the road and scratching cars and people as they went past. The area around the cycle racks had been cleared and Tim agreed to finish off clearing the remaining brambles that would need some heavy trimming back. Council thanked Tim for agreeing to do this work.

Action: Tim to clear remaining brambles/cut back bushes.

10.2 Village Highway Matters – to receive any reports:

Bicycle accident – information received regarding further accident by 47 Wroslyn Road - details emailed around

Since the note placed in last month's Grapevine regarding the accident hotspot, a resident had contacted the Clerk to advise that they also had an accident in this area, where they came off their bike as they did not see the parked van. Luckily no major injuries, but that brought the total to 3 accidents in the same area in less than 6 months. This was duly noted and action was being taken as detailed in item 1 – Public Participation Session.

10.2.1 Grass cutting of verges – to update on progress to provide an additional cut around the village as required

It was reported that unfortunately Hanborough Parish Council did not approve the joint proposal (between Hanborough and Freeland) that a local contractor should be asked to carry out additional cuts of the Witney Road and Cuckoo Lane. Their Parish Clerk managed to negotiate a better deal with Ubico, so the details provisionally agreed last month were now not available. This was duly noted.

10.2.2 Cuckoo Lane – to discuss making a request to have some minor alterations made to Cuckoo Lane before Garden Village is established

It has been agreed last month to keep this item on the agenda and to ask the new County Councillor candidate once the County Council elections had been held. In the meantime, Robert and Mary Ann would draw up some plans which could be discussed at the Annual Parish Meeting.

Action: Robert and Mary Ann to draw up some plans as above.

10.2.3 Double Yellow Lines – to consider having double yellow lines painted at various points throughout the village

This item had already been dealt with under item 1 – Public Participation Session.

10.3 Footpath & Bridleway Matters/Footpath Book – to receive any reports

Jane had the book and passed it on to the Chairman. There were no problems to report.

10.3 Garden of Remembrance – to receive any reports

No reports were received.

10.3.1 To receive an update on the progress for the Garden of Remembrance

The new trees had been ordered and were being stored at the garden centre as the weather was too dry to plant them. Robert would be helping to provide more soil and would dig out and loosen the soil in the Garden of Remembrance. Plants had also been ordered and would be planted shortly. The new bench provided by the WI had been installed, and two more seats would be required. Mary Ann would obtain quotes and email them round to the Councillors. This would also be included on the next agenda.

Action: Mary Ann to obtain quotes for benches and circulate to Council, plus arrange planting. Clerk to place item about agreeing quotes on next agenda.

10.3.2 To consider whether any maintenance work is required on the wooden entrance gates

After a brief discussion, it was agreed that the wooden entrance gates needed retreating with 2 coats of brown Sadolin wood preserve. A local gardener was suggested as someone who may be interested in this work, and the Clerk would contact them to enquire.

Action: Clerk to contact local gardener as above.

10.3.3 To consider what maintenance work will be required when the Garden of Remembrance is operational

Considerable maintenance work would be required at the Garden of remembrance – this would include mowing, hedge trimming, litter picking, bench cleaning, and general tidying to ensure the area remained attractive and respectful. Nigel Green, the local contractor had agreed to maintain the external area of the Garden of Remembrance, but could not take on any further work. It was agreed that Mary Ann would draw up a schedule of the work that would be required so that this could be advertised as a local job, with an hourly rate of approx. £10-£15 per hour.

Action: Mary Ann to draw up schedule as above.

10.4 Freeland Hall Management Committee – to receive any reports

All was going well and there was very little to report. The cinema had to be stopped temporarily as there were no shades for the ceiling lights in the Hall and now the lighter evenings had arrived it was too light for the cinema. Consideration was being given to installing blinds.

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

- (a) OALC – members update March– details had been emailed around.
- (b) Community First Oxfordshire – Spring 2017 newsletter – details had been emailed around.
- (c) OALC – Governance and Accountability update 2017 – details had been emailed around.

Plus additional items received since agenda sent out:

(d) Came & Company – Spring Council Matters 2017 – details had been emailed around. It was noted that within the newsletter was an article about community defibrillators and the risk of being sued if they are not maintained properly. As the Football Club now had their own defibrillator it was felt worthwhile in highlighting this to them to ensure they have a maintenance rota for their defib.

Action: Clerk to forward details of article to Football Club.

(e) Freeland Football Club – response re complaint re bad language – details had been emailed around and the response was duly noted.

(f) OALC – Proposed new Clerk's contract – details had been emailed around.

12. THE BIG LUNCH EVENT – TO UPDATE ON PROGRESS

A brief update was given. Four people had volunteered to help Matthew with the organising of the event. Posters had been prepared and were ready to be put up around the village, and an article advertising the event had been placed in the next Grapevine. The date for the Big Lunch was the 4th June.

13. CIRCULATION

No April circulation.

March circulation – still out.

No February circulation.

January circulation – returned.

14. TO RECEIVE A MONTHLY UPDATE REGARDING FREELAND PRIMARY SCHOOL

A brief update about the school was given by the Clerk. The Easter Church Service had been held and the Y1 teacher Miss Nixey would be leaving at the end of July as she was moving to Spain. The different sports teams had this term taken part in hockey, athletics and swimming competitions, with the highlight of the term being the swimming gala. Not only did Freeland win the overall gala but the girls' team won and were now through to the finals in June. There were also records broken; Freeland now held the record for: Girls' medley relay, Girls' freestyle relay, Girls' butterfly, Girls' breaststroke.

15. ANY OTHER BUSINESS – FOR PRELIMINARY DISCUSSION ONLY

Methodist Chapel – a brief update was given and timescales had been requested about when the Chapel would be sold. Further updates would be given when more information was known.

Purchase of shrubs for Spring Walkway – it was requested to place this item on the next agenda.

16. DATE OF NEXT MEETING:

Monday 15th May, 7.30pm in the Newell Room (to include Annual Meeting of Council).

There being no other business the meeting closed at 9.23pm.