

FREELAND PARISH COUNCIL

MINUTES OF AN ORDINARY MEETING OF FREELAND PARISH COUNCIL, HELD IN THE VILLAGE HALL, WROSLYN ROAD, FREELAND ON THE 21ST MARCH 2022, IN THE COUNTY OF OXFORDSHIRE AT 7.30PM.

PRESENT:	Chairman:	Roger Faulkner
	Vice-Chairman:	Mary Ann Canning
	Councillors:	Bill Phillips, Peter Foster, Amy Jackson (from 8.15pm), Perrin Hatwell, Andy Bain
	District Councillors:	None present.
	County Councillor:	Not present
	Clerk:	Lisa Smith

At the time of this meeting taking place, the UK and rest of the world were coming out of a 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, the meeting was held in the Village Hall to allow for social distancing and better ventilation.

At the time of the meeting taking place, there had also been an invasion of a European democratic country (Ukraine) by Russia. A minute's silence was held at the start of the meeting to think about all those affected by this situation.

1. PUBLIC PARTICIPATION SESSION

Seven residents were present for this session, Kenny Wylie and Lidia Arciszewska, who both wished to listen to the discussions, plus Robert Crocker, Peter and Joan Newell, Diane Fairfield and Tim Webster who were present to say goodbye to the Clerk at her last meeting.

A presentation and words of thanks were given to the Clerk and she was thanked for all her hard work on the Council for the past 13.5 years. The Clerk thanked everyone for their kind words and lovely gifts, and thanked the residents for taking the time to come along, and they then left the meeting around 7.45pm, apart from Kenny and Lidia who wished to stay and listen to the meeting.

2. TO RECEIVE APOLOGIES FOR ABSENCE – Andrew Bird – ill, 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 Speedwatch 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 February 2022

The Minutes of the Ordinary Meeting held on 21st February 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

6.1 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 was due to be carried out in the next 10 days to check everything was in order to progress the site. Following the site survey, it was then hoped to be able to progress things in the next few weeks. Peter would keep the Council updated with further progress.

6.2 Grass verge by Freeland House– to receive an update on any response from Highways regarding the reinstatement of the verge opposite the nursing home

The Clerk had written to Highways to ask them to reinstate the verge or provide a financial contribution towards wildflower seeds. No response to date had been received. After a brief discussion Council agreed to ask Russell Fisher to carry on and plant up the verge with wildflowers.

Action: Clerk to contact Russell as above.

6.3 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. Unfortunately the previous organizer of the last few Big Lunch events and also the organizer for the Christmas Day lunch event were also both unable to assist. Kenny Wylie agreed to forward the contact details to the Clerk for the Farmer's Market organizers so that she could contact them.

The Clerk had asked the pub landlords about running a bar, and had emailed the Football Club to see if they wished to run a barbecue or a beat the goalie competition or both. The Football Club would liaise with the Cricket Club to possibly share resources.

Perrin agreed to look into the insurance aspect of the event and check if his insurance would cover the Parish Council event, although it was noted the PC insurance should cover most things, apart from bouncy castles.

Action: Clerk to make contact with Farmer's Market organisers.. Perrin to check insurance.

6.4 Woodland Trust hedgerow planting – to receive an update on tree saplings delivery and planting

Andy provided a brief update. 15 tree saplings had been received and had been planted at various locations throughout the village from a map provided by Russell Fisher from the Naturehood Group.. A few concerns from residents had been raised about a few of the locations and some of the trees had since been moved.

The Clerk had written to all residents who had had a tree planted outside of their property to explain why it was there and to see if they would like to nurture the tree going forward and water it. She had also offered the Council's apologies that they had not been contacted prior to it being planted. However, concerns were raised that a large percentage of trees fail in their first year if not watered enough, so it was agreed that as some residents may not wish to take on the tree, that each Councillor would be allocated 2 trees on a rota and they would be responsible for watering and generally keeping an eye on them. Andy agreed to do a rota and allocate the trees to the Councillors.

A suggestion was also made of possibly placing a wooden stake with a plaque by each tree to mark the reason for them being planted. However after some discussion, it was agreed to wait until the trees were bigger and needed staking before installing the plaques.

Some donated hedgerow saplings had also been planted by the Naturehood Group in the amenity area and by the school. Roger would water the hedgerow in the amenity area, and it was agreed to ask the Headteacher if the school could keep the hedgerow watered.

Action: Andy to do rota and email around, Clerk to ask school re watering hedgerow plants.

6.5 Annual Parish Meeting – to finalise arrangements including refreshments and delivery of flyers

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. However Shelagh Kardos did have some that the PC could borrow. Roger would contact James Bugg to ask if they could order the boards. With regards to refreshments, after a brief discussion, it was agreed to ask if the Teddy Girls would be willing to help with the refreshments at the APM – Roger would contact Diane Fairfield to enquire.

The APM flyer had had some minor amendments made and had been emailed to Mary Ann to see if the artwork could be improved. The Clerk would split the village up into locations and allocate a location to each councillor for the distribution of the flyers.

The draft agenda was discussed and it was agreed that Amy would run the second half of the meeting for the following items

- Freeland Vision
- Naturehood group – this would be a display board item rather than a presentation
- Village Sustainability – Christian Silk would give this presentation.

It was suggested asking WODC for an update on the Garden Village, so Amy would ask Merilyn or Alaa if this was possible for a rep to attend, or if they would be including it in their update.

It was also suggested having the Village Hall sustainability subject as a separate project with members of the village hall Committee and Parish Councillors on the group. Andy and Peter agreed to be Parish Council representatives, and Bill would take this to the next Village Hall Committee meeting to see which 2 members wished to join the group.

It was queried whether the Parish Council projector was sufficient to be used with modern IT cables and USBs – it was currently with Peter Newell and was about 8 years old. It was agreed that Amy would research costs for a new projector and the Clerk would ask Peter if he still had the clip on microphone.

Action: Amy to contact Merilyn & Alaa as above, and to research projectors. Mary Ann to tweak flyer then send to printers, Clerk to contact Peter re microphone. Chairman to contact Teddy Girls re refreshments and James Bugg re display boards.

6.6 Oxfordshire Treescapes Project – to receive an update on detailed treescapes report for Freeland and to decide whether to take part in project

Mary Ann gave a brief update. She had held a Zoom call with the members of Treescapes which had proved useful and informative. They had confirmed that they would be able to assist in producing a parish plan to plot suitable locations for tree planting, and identifying a possible site for a village orchard. They also suggested the area was a valuable planting area and that there were lots of gardens in Freeland that may well be suitable to plant small trees.

Mary Ann was happy to take the lead to progress this project and would involve Russell and Eynsham Recovery Network.

Action: Mary Ann to liaise with Russell and ERN as above to move things forward.

6.7 Operation London Bridge – to update on purchase of photo, flag and book of condolence and approve draft notice,

The flag (plus ropes) had been received, together with the book of condolence. The photo of the Queen was having the black frame fitted and would be ready this week for collection. Mary Ann had some black ribbon which she passed to the Chairman and it was agreed that the Chairman would hold the items until they were needed. Perrin was trying to source a black tablecloth but hadn't had any luck at present, but would keep trying. Peter thought he may be able to get a black tablecloth and would investigate, and the Clerk would make a request on the social media page to see if anyone had one.

The draft statement was read out and approved and would be kept by the Clerk until it was needed. The times of when the Church would be open were amended to 9.00am to 8.00pm and the statement about laying of flowers was altered to have them placed on the chancel steps. When the time came, the statement was to be published on the village website, notice boards and the social media pages.

Roger would pass the flag and poles plus the flag flying information to James Bugg for the Village Hall Management Committee to take ownership of.

Action: Clerk to pass photo, flag and book to Chairman, and to amend draft statement. Chairman to contact VHMC re flag flying as above.

6.8 Appointment of new Clerk – to update on interviews and to confirm appointment of new Clerk/RFO, and confirm termination date/handover period for current Clerk

The Chairman provided an update. Five candidates had applied and were interviewed by Andy and the Chairman. After a discussion, it was proposed that Fay Friend be offered the position of Parish Clerk/RFO subject to receipt of satisfactory references – this was approved. Fay needed to speak

with her current employer so no start date had yet been confirmed but it was hoped this would be clarified shortly. In the meantime the Chairman advised he may have to call upon the Councillors to pick up some additional duties for when the current Clerk left during the interim period.

Following review of the Clerk's contract and in recognition of the tight timescales involved in recruiting for a replacement, it was agreed to change the contract of employment to require a 2 month notice period rather than 1 month, and to omit the paragraph about having an additional increment in lieu of a pension scheme as this was now offered with Nest. This was all approved.

6.9 Donated bench for Village Hall garden – to approve quote for bench refurbishment and plaque and to approve location for placement of bench

Following the report last month of a donated bench, the Clerk had obtained a quote from a local contractor to refurbish the bench and to provide a metal plaque. The quote received totalled £225.50 which also included installation costs as well as the cost of the plaque. The bench would be treated with 2 coats of linseed oil and would be located in the front garden of the village hall, not the rear as originally thought. This was all approved by the Council and the Clerk would arrange for the work to be carried out.

Action: Clerk to arrange work with contractor.

7. PLANNING - Applications received & WODC Decisions plus:

7.1 Applications Received: None.

7.2 Applications Approved: None.

7.3 Applications Refused: None.

7.4 Applications Withdrawn:

22/00137/HHD 21 PARKLANDS, FREELAND.

Two storey and single storey side and front extensions for Mrs S Cooper.

7.5 Applications Awaiting Decision:

21/03258/FUL 3 CUCKOO WOOD CARAVAN PARK, EYNSHAM 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 EYNSHAM ROUNDABOUT, EYNSHAM (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 storey side and rear extensions, new front entrance porch and

associated works including gravelled parking area for Mr R Massingham and Ms C Stephens.

7.6 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 gave a brief update. A meeting had been held on 21st January and the notes of this meeting had been circulated to the Council. The next step was to gather resident's aspirations and concerns in the village and then look at housing and traffic options. Amy would pick up this work after 31st March when she had completed her studies, and hoped to have the survey designed and ready for the APM with QR codes possibly available to access the survey. It was also essential to encourage wider engagement from the village.

Action: Amy to work on survey and 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 March but it appeared it hadn't gone to the March 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

An invite had been received from the Inspectors to comment on the additional work and infrastructure delivery and viability. After a brief discussion, Council agreed not to submit any further comments at this stage.

8. AID FOR UKRAINE – to discuss what if anything the Parish Council should or can do to help the situation in Ukraine

Some of the Councillors had been approached by residents who were asking what the Parish Council was doing to aid the ongoing situation in Ukraine. Advice from OALC had been recently emailed to Councillors regarding what a Parish Council was and was not able to do to help and this had been duly noted. A minute's silence was held at the beginning of the meeting to reflect on the situation, and various groups and residents were collecting donations to pass on to charities who were helping the people in Ukraine.

A draft statement had been agreed which was placed on the website and social media which read:

"Freeland Parish Council is aware of the grave concern many are feeling about the conflict in Ukraine, and the desire to help those displaced and in need as a result.

The advice received from Government encourages 'giving safely' – which means where possible supporting registered charities. This not only means you have confidence that donated funds will be used where intended, but in the case of donated goods, that the right items are donated and the logistics around them crossing borders and negotiating customs to reach those in needs have been properly planned.

If you are donating, the government has agreed to match fund any donations to the Disasters Emergency Committee up to £20 million. Go to www.dec.org.uk, call 0370 60 60 900, or to donate £10, text SUPPORT to 70150. While DEC covers 15 aid charities, you can also donate specifically to [UNICEF](#), the [UN Refugee Agency \(UNHCR\)](#), the [Red Cross](#), [British-Ukrainian Aid](#), and the [International Rescue Committee](#), all of which are active in Ukraine at the moment. The Kyiv Independent, an English-language newspaper, has also encouraged people to donate to [Come Back Alive](#), a Kyiv charity that provides software, supplies and equipment to the Ukrainian military.

Finally, we are aware this is a war of misinformation as well as military action, and the amount of fake news posts and deliberate disinformation is enormous according to fact checking organisations. The

BBC has a useful fact checking page www.bbc.co.uk/news/reality_check, and the organisation Full Fact has helpful information www.fullfact.org if you would like to find out more about this.”

As residents were still feeling that the Parish Council should do more it was suggested the Parish Council could issue a statement to encourage residents to offer support in housing refugees if they were able to and to signpost them in the direction of the official channels that were offering help – this was agreed.

Andy read out a draft statement that read “*The Parish Council is aware of multiple residents in Freeland willing to house refugees and we are looking at ways to coordinate Ukrainian families known to one another. If anyone has any information or is willing to help, we’d love to hear from you.*”

Following some discussion, it was agreed to tweak the statement so that the Parish Council wasn’t co-ordinating the families but to actively encourage those that were willing and able to house the refugees to sign up to do so.

It was also suggested having a dedicated Parish Council social media page, Twitter account and Instagram account, so that the Parish Council could raise its profile and put out messages to residents to enable swifter responses to certain situations. This was something that the new Clerk could take on. It was also suggested putting a profile of each Parish Councillor in the Grapevine and on the website/social media to introduce the new Councillors to the village. This was felt to be a good idea and could start next month.

Action: Andy to update statement and put on social media/ website.

9. REPORT OF COUNTY AND DISTRICT COUNCIL BUSINESS

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

Amy wished to ask the District Councillors about the increase in litter that was evident on the local highway verges, in particular around the Barnard Gate area.. It was agreed she would ask Marilyn or Alaa about it to see what could be done.

10. FINANCIAL MATTERS:

10.1 Presentation of the monthly financial report

The monthly financial report for January was presented to the Council showing details of the bank balance at 28th February 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. It was suggested coding the bank charge for the CHAPS payment for First and Last Mile to the S106 money so that the charge had already been deducted from the balance before the second payment was given to them – this was agreed.

Action: Clerk to code the bank charge for the CHAPS payment for the S106 funds paid to FLM.

10.2 Request for donation – to consider request for donation from the West Oxfordshire Citizen’s Advice Bureau

A request for a donation from the West Oxfordshire Citizen’s Advice Bureau had been received. In the past (in 2018) the Parish Council had given a £100 donation.

The CAB depended heavily on additional contributions from other local organisations as well as a grant from WODC to continue their services.

A dashboard report had been emailed around to show the number of people they had assisted in our ward in 2020-2021 and the range of issues they helped. They had assisted 105 people with 424 **issues** over the year.

They had not approached the Parish Council over the last two years as they were aware that the COVID-19 pandemic would be adding to the strain of everyone’s reserves.

After a brief discussion, Council **resolved** to give a £300 donation – the Clerk would add this to the invoices for this month to be paid online.

Action: Clerk to arrange payment of donation as above.

10.3 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:

The following invoices are requested to be approved for payment:			
BACS Ref Number	To whom paid	Details	Amount (£)
BACS 127	Royal Images	Official photo of HM The Queen*	124.20
BACS 128	Freeland Village Hall Bookings	Hall hire 21.02.22	25.00
BACS 129	Lisa Smith	Clerk's salary - March*	1,140.65
BACS 130	OALC	Annual subscription 2022-23	329.29
BACS 131	Russell Fisher	Refund wildflower expenses	159.99
BACS 132	Witney Framing Ltd	Black frame for photo of HM The Queen	35.45
BACS 133	Nigel Green	Mowing at VH & GOR	170.00
BACS 134	Lisa Smith	Refund expenses (flag, book of condolence etc)	89.95
BACS 135	Freeland Village Hall Bookings	Hall hire for interviews 15th & 18th March 2022	16.00
BACS 136	West Oxon CAB	Annual donation	300.00
BACS 137	Freeland Cricket Club	Donation towards new netting	600.00
BACS 138	Ubico Ltd	Litter bin emptying by youth shelter 20.10.21- 31.0	228.59
BACS 139	Ubico Ltd	Dog & Litter bin emptying GOR & VH 20.10.21 - 31.	648.89
		Total:	3,868.01
Plus:	NEST pension payment of £48.95 (employee & employer contributions). The amount of £27.97 has been deducted from Clerk's salary for March salary payment.		
	*Pay award calculated and back pay included in March salary payment. Increased NI payment of £50.67 has been deducted from March salary payment.		
	* Paid in February after being authorised at last meeting to get the print ordered.		

10.4 Pension scheme – to update on employer re-enrolment duties and re-enrolment date

The Clerk would action what was necessary to fulfil the legal obligations..

Action: Clerk to carry out re-enrolment duties and submit info to Pensions Regulator by deadline..

10.5 Any other financial business – none.

11. PARISH COUNCIL STANDING ITEMS

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

11.1.1 Play area reports: Play area reports: Problem with sand chute lever

Reports: To note accident of toddler falling from junior slide and to discuss if any action required; To receive an update on sand chute lever jamming, and to discuss how to fund topping up the sand going forward;

The Clerk had been informed about an accident involving a 5 year old toddler falling off the junior slide, and the parent had raised concerns that the slide was unsafe. Councillors were very sorry to learn of the accident and the child's injuries.

Mary Ann had contacted the manufacturer and the slide and had been informed the slide was aimed at 10-14 year old children, and as such had shallow sides. After a detailed discussion, it was agreed to place some sort of signage in the play area to advise of the suggested age groups of the equipment.

Action: Mary Ann to source a sign as above.

Pink book– Peter had the pink book and would pass it on to Perrin. The problem with the lever on the sand shack chute had been fixed with a plastic grommet and had also been reported to the manufacturer. The sand pit was currently empty as the sand kept falling through the slats, this had been reported to the manufacturer who advised a geotextile membrane should have been fitted, so they were sending one out to Mary Ann this week. Once the membrane had been fitted the sand would be topped up – Peter agreed to help keep it topped up. Perrin advised he had lots of play sand and was happy to lend some to the Council.

Action: Mary Ann to fit membrane, Peter and Perrin to top up sand once membrane is fitted.

11.1.2 Water for cricket square – to update on progress with adding a water supply to the new storage shed.

Pigeon House Lane had been closed for the past few days whilst Thames Water carried out the connection. The three taps on the field were now connected and running water was now available on the field. The trenches still needed filling in and tarmacking so the road was still closed. It was suggested boxing in and insulating around each tap, and asking a local handyman to carry out this work – this was agreed.

Action: Clerk to contact Robert to ask local handyman to insulate and box in the taps.

11.1.3 Cricket netting on field – to consider request from Cricket Club for donation towards cricket netting

A request for a donation towards some cricket netting had been received from the Cricket Club. Unfortunately the Club had been unsuccessful in receiving a grant from the English Cricket Board as they did not support cricket nets with a concrete base. Therefore for the Club to receive a grant from them they would have to replace the concrete base with a new aggregate system, which would cost in excess of £30k of which they would only be able to bid for a maximum of £10k from the Board. They had therefore declined this option as they didn't have the funds.

The cricket club had already purchased the new matting which cost £3,350, and this had been paid for from their sponsors and player subs.

They had made a bid for funds from WODC but this would not be decided until the summer.

Following the storms the existing netting had been damaged and needed replacing, as it was 18 years old. This would cost £1,200 and the cricket club were asking the PC for a contribution towards this cost.

After a brief discussion, Council **resolved** to offer a donation of £600 which would cover around 50% of the cost.

The Cricket Club Chairman also reported that he had spoken to Robert Crocker in relation to the ecological plan to change the heating in the village hall and changing rooms and the initial plan was for the cricket club to apply for a £10k grant from the cricket board, as they were funding green heating upgrades.

Action: Clerk to arrange donation as above.

11.2 Village Highway Matters – to receive any reports: 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.

11.2.1 Traffic calming measures – to receive an update from Traffic Calming Working Group
Mary Ann gave a brief update. She had asked Liam to chase up James Wright to see if he would be able to attend a meeting of the Group where the various suggestions and ideas could be discussed – ideally this meeting would take place before the next PC meeting. However, no response had yet been received so she was going to email James Wright directly.

Andy had spoken to Colin Davies who was now retired and was not interested in doing a full report, however he would be happy to assist and offer advice. He suggested contacting the Highways Cabinet Member Tim Bearder and also to ask school parents to lobby him to get something done about traffic around the school.

Action: Mary Ann to contact James Wright and arrange meeting before next PC meeting.

11.2.2 Speedwatch– to receive an update from Speedwatch group

The Chairman provided a brief update on the Speedwatch activity. The group were still very active and were carrying out around 2-3 sessions on average per week.

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

11.2.3 Bus shelter on A4095 – to update on progress in getting a new shelter installed on A4095

The bus stop sign had been moved and the new hardstanding base for the shelter had been prepared so it was hoped the new shelter would be installed shortly.

11.2.4 First & Last Mile – update on service received – details emailed around

An update from First and Last Mile had been received about how the service was getting on. Unfortunately the timetable had had to be reduced slightly mainly due to lack of drivers. This was an ongoing issue so it was important to encourage people to sign up as a volunteer bus driver if possible. It was also suggested inviting FLM to the Annual Parish Meeting to have a display board to raise their profile – the Clerk would invite them along.

Action: Clerk to invite FLM to the APM.

11.2.5 Grass verge from Pigeon House Lane down to The Green – to discuss whether to mow this verge or leave for wildflowers

It was reported that last year this verge was left unmown to allow wildflowers to flourish and to help wildlife. This caused some concerns amongst some residents and the entrance way to the GOR was trimmed to aid visibility coming out of the GOR.

After some discussion, it was agreed to have a strip around 30cm wide on the edge of the verge mowed all the way from Pigeon House Lane to the Green. The section from Pigeon House Lane to the Nursing Home entrance would be sown with wildflowers by the Naturehood Group, and then the area from the Nursing Home up to the GOR and from the GOR up to the Green would have a strip mowed but the rest would be left for wildlife. However it was noted that the entrance to the GOR would still need to be mowed to ensure the visibility for the GOR entranceway was not blocked.

Action: Clerk to inform mowing contractors of the above.

11.3 Footpath & Bridleway matters/Footpath Book – to receive any reports:

Andy had the footpath book and had walked FP4 – there were no problems to report. The book had been passed on to Bill.

The signage on BR1 still needed checking to see if it still needed attention – when the rota restarted this could be checked.

Action: Councillors to check signage on BR1.

11.4 Garden of Remembrance – to receive any reports plus:

The Clerk gave a brief update. The Clerk and Mary Ann had met with some residents who wished to place the ashes of three family members into the Garden - this was currently being arranged. Another resident had also contacted the Clerk to arrange an interment of ashes for their close relative.

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

It was suggested obtaining an up to date quote for the boulder with leaves idea for the GOR or an inscription from the local sculpturist – Mary Ann would make contact. It was also suggested asking WODC for an up to date figure for the amount the Parish Council were due for the S106 Public Art funds – the Clerk would arrange this.

Action: Mary Ann to contact sculpturist, and Clerk to email WODC to find out up to date figure for S106 Public Art fund.

11.5 Freeland Hall Management Committee – to receive any reports

There was nothing further to report.

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

The mowing contractor had asked if the Parish Council could arrange to have the laurel hedge and viburnum on the left hand side of the village hall cut back as it was getting rather large and out of hand. Photos were emailed around and the Clerk had obtained a quote for the work from a local contractor which totalled £225.00 + VAT. After a brief discussion, Council **resolved** to approve the quote for this work to be carried out.

Action: Clerk to arrange hedge work as above.

11.5.2 Village hall sustainability – to discuss what, if anything, can be done to improve the sustainability of the village hall

This would be discussed further at the Annual Parish Meeting.

11.6 Village Pond – to receive any reports

There was nothing to report. The bulrushes still needed attention and Robert Crocker had agreed to remove them when the appropriate to do so. This was noted and accepted.

11.7 Amenity area – to approve quote to remove cherry tree that is leaning and has hollow trunk

Following a resident's concern about a cherry tree in the amenity area that had a hollow trunk and was leaning quite considerably towards the footpath, the Clerk had received a quote from a local tree contractor who suggested removing the tree as the trunk was very hollow and unstable and if it fell it

would come very close to the footpath and could possibly strike someone. Quote to remove the tree was £275 + VAT. Council **resolved** to approve this work be carried out. A request had also been received from the Naturehood Group to sow a section of the amenity area with wildflowers, which would be around 2mx1m in size, near to where the new tree sapling had been planted – this was approved.

Action: Clerk to arrange tree work with contractor as above.

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

- (a) OALC February update – details had been emailed around.
- (b) OALC salary award 2021-22 – details had been emailed around.
- (c) Community First Oxfordshire – Asset Based Community Development and Active Listening training courses – details had been emailed around.
- (d) OALC – what can Local Councils do about Ukraine – details had been emailed around.
- (e) OCC – A40 archaeological investigation works to start w/c 21st March – detailed had been emailed around.

Plus additional items received since the meeting papers sent out:

(f) Concerns from resident re minutes on website, tree saplings planted and PC noticeboard removal on Parklands – details had been emailed around. The Clerk had responded to the resident about their concerns regarding the tree saplings and the minutes on the website had been resolved. The noticeboard on the corner of Parklands would not be replaced as there was already an open style one in place in a nearby location.

(g) OALC – Climate Change Research – details had been emailed around.

13. CIRCULATION

No February or March circulation.

January circulation – still out.

No December circulation.

14. TO RECEIVE A MONTHLY UPDATE REGARDING FREELAND PRIMARY SCHOOL

There was nothing to report.

15. ANY OTHER BUSINESS – FOR PRELIMINARY DISCUSSION ONLY

Freeland Charitable Foundation – a query was raised as to whether the Parish Council wished to continue with the Freeland Charitable Foundation – this was something that needed to be considered at the next meeting.

Action: Clerk to place this on next agenda.

16. DATE OF NEXT MEETING:

The next meeting of the Council would be held on **Tuesday 19th April 2022 at 7.30pm in the Village Hall**. There being no other business the meeting closed at 10.15pm.