

Draft Minutes of a Council Meeting of the Moulsoford Parish Council

Thursday 9th February 2023 at 19:30, Moulsoford Pavilion

Public Session – Prior to the Start of the Meeting

Members Present:

Chair Cllr S Elvy (SE)
Members Cllr M Eagle (ME)
Cllr J Baker (JB)

Officers Present:

Clerk

Public and Press: 1

Meeting started 19:34

22.10.1 To receive apologies for absence and to approve the reasons given. [LGA 1972 s85(1)]
Cllr F Bloomfield, Cllr S Powell (SP) and Cllr B Partridge (BP) sent there apologies.

Resolved: It was unanimously agreed that the reasons given were approved.

22.10.2 Declarations of Interests [LA 2011 s31]

22.10.3 To consider requests for Dispensations [LA 2011 s33]

None

22.10.4 To approve the minutes of previous council meetings [LA 1972 Sch 12. Para 41(1)]
Meetings held on 9th February 2023.

Resolved: It was unanimously agreed the minutes were an accurate record of the meetings and they were duly signed. Approved by Cllr Baker; seconded by Cllr Eagle

22.10.5 To receive District and County Councillors

South Oxfordshire District Councillor: A M Simpson, F Bloomfield & J Murphy

Main Points from F Bloomfield's report:

- Council Tax to rise
- Home to school transport spare seats scheme cancellation
- Oxford traffic filters fundraiser to mount legal challenge
- Thousands join protest against traffic schemes
- New 20MPH restrictions will make journeys take longer says bus co.
- OCC given gold award by Stonewall
- Visitor to HWRCs asked to sort out there waste beforehand
- County partnership reaffirms ongoing support to Ukraine

Main Points from A M Simpson's report:

- Council passes 2023/2024 Budget
- £2 million boost for community and neighbourhood facilities
- Household Support Fund closes but help is still available
- Business Rates Revaluation
- Applications are being processed
- Help is still available
- Award nomination for councils' planning websites
- Hot new facilities in Henley
- Improvements to be made to cycle and walking routes in Didcot
- Let It Bee – Nature Recovery

Resolved: It was noted that the reports were received.

22.10.6 Finance

22.10.6.1 To note receipts 9th February 2023 – 7th March 2023

22.10.6.2 Asset List

A full review of the asset list required, it is suggested that a walk around the village is required to stock take items on the register. Clerk to re-circulate the asset list

22.10.6.3 To Note Grant for NPS was requested

22.10.6.3 To note the reconciled bank account and reserves balances as at 31st January 2023

It was discussed if there is a need for Scribe, at cost of £414 per Year. The Council view accounts currently on excel spreadsheets and these are in the format they like. Cllr Partridge will review as part of the transition to RFO responsibilities.

Resolved: Approved, unanimously and that the accounts were noted as accurate. Asset list review to happen prior to May, Cllrs to conduct a physical review of assets. Payments agreed for:

- Clerks Salary £314.84
- Clerks back- pay Salary £95.63
- PAYE £23.80
- Training £36.00
- Membership OALC £156.00

22.10.7 To review River Thames Public Access

22.10.7.1 To receive updates on River Thames Public Access

No further update to provide; discussions are still ongoing but there is a good working relationship being established between MPC and the B&W.

It was mentioned that there is a current licence for live music granted at Beetle and Wedge, Cllr Elvy was unable to locate the licence on the register, Cllr Elvy to look into the licence further into this. Cllr Ann-Marie to assist in locating the licence.

Resolved: Update was noted.

22.10.8 Traffic and Parking Review

22.10.8.1 To receive updates on traffic and parking

22.10.8.2 Update on establishing a group (2 x councillors; 2 x Ferry Lane residents; a representative from B&W) to consult on traffic and parking issues around Ferry Lane.

Cllr Powell and Cllr Elvy spoke to the B&W about the group, a representative is happy to join the group.

Resolved: Update was noted.

22.10.8.2 Update on the possibility of traffic calming around the narrow pavement at Grange Cottage

NPS results show there is no appetite for traffic calming, however the safety of pedestrians is a priority.

Resolved: Cllr Eagle has contacted OCC Highways and awaiting feedback.

22.10.9 To receive Planning Applications and Enforcements

22.10.9.1 P23/S0110/HH - Breach House, Halfpenny Lane, Cholsey, OX10 9JN

Proposed alterations and extensions to the dwelling. Erection of a garage.

Resolved: See response under P23/S0112/LB below

22.10.9.2 P23/S0112/LB - Breach House, Halfpenny Lane, Cholsey, OX10 9JN (listed building consent)

Proposed alterations and extensions to the dwelling. Erection of a garage.

It was discussed that there was a productive zoom meeting with a number of people involved with the planning application and Cllr Elvy and Cllr baker. Background on existing planning was provided and spoke through the 1985 extant planning as well as the new proposal. Not all of the 1985 planning permission has been built, but the owner could still action this, to get planning now will remove the stature of the 1985 development.

Resolved: It was unanimously approved that the council has No Strong Views on the application; with reservations on the extant 1985 rights should be revoked so these can't be implemented.

22.10.9.3 P23/S0443/HH - Old Bakery Cottage Moulsoford OX10 9JD

To erect a 6m x 3.6m oak framed gazebo with a reclaimed clay tile roof at the bottom of our garden. There would be concrete pads laid to support the posts.

It was discussed that it is unlikely you would see this from the road, and the materials that would be used in the build are sensitive to area.

Resolved: It was unanimously approved that no strong views.

22.10.9.4 P23/S0520/FUL - Cranford House School Moulsoford OX10 9HT

Alterations and extension to kitchen/dining room

Resolved: See response under P23/S0112/LB below

22.10.6.1 P23/S0521/LB - Cranford House School Moulsoford OX10 9HT (*listed building consent*)

Alterations and extension to kitchen/dining room

MOP: concern over increased building size due to increased pupil numbers within the school. It is an opportunity to ask for the parking to be sorted before anymore development being approved.

Incidents of parking around the nursery on private residential roads and driveways, along with incidents of people using driveways to turn around on the private residential areas. It has been noted that the drop off area is being used for parking. Parking overspill has become more noticeable around the village as a whole.

Resolved: It was unanimously approved to Object over concerns to traffic generation caused by the number of small scale developments. There is also a concern over what the school has planned within its published exciting 5yr plan, which MPC have not been consulted on. In addition there is a subsequent ongoing accumulative worsening of congestion, traffic generation and parking concerns resulting from previous development. Cllr Baker to write to the school regarding concerns and to ask for the 5yr plan.

22.10.7 To receive matters arising from the floor

The land north of Cranford House application P22/S4300/FUL, will go to the planning committee on 15th March; it is noted that there is not a reference to the enforcement case that is currently on that land. Cllr Elvy to attend the meeting either in person or virtually.

22.10.8 To receive updates from previous meeting.

22.10.11.1 To receive updates on Pavilion roof repairs

PMC maintenance team is not prepared to do the work to the guttering due to the height as an individual. Cllr Elvy will has a potential contact and will reach out to see if they would be interested to do this work.

Cllr Eagle has reported back to the PMC that a full survey is required for full roof repair.

There are concerns over with Health and Safety in relation to the cricket items and the shed. The shed is currently easily accessed, and there is numerous items in the shed which could be hazardous. It is advised that the shed is blocked up, so that entry cannot be gained, Cllr Baker to chase up quote for dismantling; preventing access to the shed should be done as a matter of urgency. The roller has been moved to the middle of the field, which is another H&S concern

Resolved: Cllr Eagle/Elvy will organise boarding up shed door as a matter of urgency, Cllr Baker to chase up quote for shed removal.

22.10.11.2 To receive updates on cricket equipment disposal

The roller and boundary rope is now on eBay and interest has been generated.

Cllr Partridge has spoken to a MOP who can take the roller to a scrap yard towards the end of March if not sold on eBay.

Resolved: The update was noted.

22.10.11.3 To receive updates on 100 Club

The Parish council can apply as a small lottery and set up a committee to run. A form needs to be filled in to apply for the small lottery, which will be completed this week and sent off. There are 3 members already on the committee. A basic constitution will be set up for accounting and GDPR, this will be done before the next meeting.

Resolved: It was unanimously approved that the above would happen. Cllr Elvy will write the constitution.

22.10.11.4 To receive updates on progress of the potential additional paving slabs from Old Vic to pavilion to access the rear door.

It is not felt that the access is compliant with current legislation. MPC have no budget for completing any work to improve the access and this would be feedback to PMC. It should be noted that MPC is supportive of the idea.

Resolved: It was unanimously agreed that it would be feedback to PMC that MPC do not have the budget for the work – Cllr Elvy.

22.10.12 To receive updates on quotes for tree maintenance required for dead wood around the rec.

It was stated that a contractor should have saplings left over from a job which he is happy to gift to the rec. In addition to this there was a discussion around additional planting to the jubilee avenue for the up-coming coronation.

There is a concern that there is over the length of time the dead wood tree has been there, and should be treated as a matter of urgency, there is currently no quote for work or commitment on when this work can be complete; it is suggested that an alternative tree surgeon should be contacted for urgent removal.

Resolved: It was unanimously approved that Cllr Eagle would provide Cllr Baker with a contact to tree surgeon provide a contact for removal of the deadwood.

22.10.13 To receive updates on road markings Moultsford Prep

Cllr Eagle has contacted and received a response from Moultsford Prep, who confirmed work to road markings would be completed during the Easter holidays.

Resolved: The above was noted.

22.10.14 To receive updates on entrance to Old peoples home

Cllr Eagle will contact the old people's home regarding the road markings and if they would put white lines at their entrance/exit.

Resolved: The above was noted.

22.10.15 To receive updates on Clerks Laptop

This item is still pending, MPC are looking for a re-conditioned Laptop.

Resolved: The above was noted.

22.10.16 To receive Committee and project updates

22.10.13.1 Pavilion Management Committee

PMC think they will break even this year, biggest update is they are looking at increased costs for hiring out the pavilion. Due to the premium location of the pavilion, they are comparing costs of village hall rentals in the surrounding areas.

Resolved: It was unanimously agreed to note the update provided.

22.10.13.2 Moulsoford Events Committee

Last meeting was mainly a planning meeting for upcoming events, including the quiz which is next event to be held, the boat trip was also a main focus. There is a new regular booking for the usual slot for the pavilion so MEC meetings will need to move.

Resolved: It was unanimously agreed to note the update provided.

22.10.14 To Receive update on NPS

22.10.14.1 Update to be provided on NPS project

Now in the final stages for the basis of the report will be finalised by 13th March. The consultation is next Friday 17th March. It is noted that there is a lot of work has been done and commend Cllr Powell for leading the effort as well as the other volunteers.

Resolved: It was unanimously agreed to note the update provided, Clerk will update time of meeting on Facebook.

22.10.14.2 Bench on Badgers Bank replacement

Dose not appear on the asset register, the bench recently was broken and since removed.

Resolved: Unanimously agreed to replace the bench, further discussion on what material to be used in the next agenda.

22.10.15 Number of quotes

The current regulations relating to this were read by the Chair. The Clerk or RFO where the value is above £100 and below £3,000 will strive to get three estimates. 3 estimates must be obtained where value is above £3,100 - £10,000.

Resolved: Unanimously agreed to keep the current regulations as these were satisfactory.

22.10.16 Annual Meeting of the Parish.

Clarification of which meeting needs to be held no earlier than 9th May or 15th May.

If it is the AMP meeting date suggested is 27th April is not required after election, if required after election date suggested is 18th May

Resolved: Clerk to confirm which meeting is which.

22.10.17 To receive Items of Correspondence and agree actions arising.

22.10.17.1 Request for old traffic survey report from a MOP regarding speeding and 20 MPH speed limit.

Prospect of 20MPH this should be raised in Annual meeting of the Parish.

Resolved: Clerk to contact local parishes and collate answers and also to look for the old traffic survey report.

22.10.18 To consider actions arising

Green day training from OALC – noted for reference

Key dates for the pre-election period from the 20th of March.

Close of nominations 4th April.

There are a number of things that cannot be done during this period, it is suggested the Cllrs read this information – Clerk to circulate the briefing to Cllrs.

Information to go in Moulsoford news regarding election timetable.

Discussions around how to attract new candidates to stand and get posters out and use of promoting this on social media.

22.10.19 Items for a future agenda.

- Boat on Glebe Close
- Parking on Cranford on junction.

22.10.19.1 To agree dates for upcoming meetings for 2023 for hall bookings.

Dates suggested: 18th May, 15th June and 13th July

Date suggested for the Annual Meeting of the Parish: TBC possibly the 27th April.

22.10.19.2 To confirm the time and date of the Next Council Meeting – 7:30pm, 13th April 2023

Clerk is away 9th April – 16th April inclusive.

Resolved: It was unanimously agreed to approve the dates of future meetings.

Meeting Closed: 21:15