

FREELAND PARISH COUNCIL

MINUTES OF AN ORDINARY MEETING OF FREELAND PARISH COUNCIL, HELD ON THE 16TH SEPTEMBER 2019, IN THE NEWELL ROOM, FREELAND, IN THE COUNTY OF OXFORDSHIRE AT 7.30PM.

PRESENT:	Chairman:	Peter Newell
	Vice-Chairman:	Robert Crocker
	Councillors:	Bill Philips, Vero McCoy, Matthew Ruddle, Mary Ann Canning.
	District Councillors:	Alaa Al-Yousuf (from 7.30pm – 9.20pm) Merilyn Davies (from 7.30pm – 9.20pm)
	County Councillor:	Liam Walker (from 8.30pm – 9.20pm)
	Clerk:	Lisa Smith

1. PUBLIC PARTICIPATION SESSION

2 residents were present for this session – Peter Leigh, who just wished to observe the meeting, and Simon Brown, Chairman of Freeland Cricket Club who wished to talk to the Council about storage.

1.1 Simon Brown, Chairman of Freeland Cricket Club to briefly speak about storage for Cricket Club equipment

An apology was firstly offered to Simon from the Parish Council for not making as much progress as they would have liked with the new storage shed.

Simon then explained about some problems the Cricket Club were experiencing with the storage of their kit. Over the summer months, from around April to September, cricket was being played nearly every day in Freeland. There were now over 80 players who played for Freeland Cricket Club, in youth teams as well as adult teams, with the addition this year of a new ladies' team. In the past they had used the referee's room in the Sport's Changing Rooms to store their kit, but they had been advised by the Hall Management Committee that this was no longer permitted. There was not masses of equipment, but it needed to be stored somewhere that was easily accessible for the summer months when it would be required on a daily basis, and he asked the Parish Council for their help in finding a solution. He was not asking for money, just some storage facility/space that could be used.

After some further discussion regarding exactly what kit needed to be stored, it was suggested erecting some kind of small shed type structure by the external bins behind the kitchen at the village hall. Simon was agreeable to this and would obtain some quotes of a metal type structure that could then be agreed by the Hall Management Committee.

A brief discussion was then held about the new storage shed on the field. The new shed would be in addition to the current shed and would need to be big enough to house the new tractor, mower and roller plus other equipment. Simon offered to help measure up the existing concrete base and send to Robert and Tim so that they could then obtain some quotes to help move this forward. He would also speak to the football club and find out their requirements in terms of storage so that they could be involved in the discussions. Simon also offered to investigate whether any match funding could be obtained via a Community Facilities Grant from WODC. This was agreed and Simon would go ahead and measure up and investigate some grants.

Simon thanked the Parish Council for their input and time, and formally invited the Councillors to the Cricket Club AGM which was to be held on Tuesday 12th November at 7.30pm at the Oxfordshire Yeoman – all were welcome.

He then left the meeting at 7.55pm.

2. TO RECEIVE APOLOGIES FOR ABSENCE – Tim Webster – family commitments, Peter Foster – away.

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 having a local business.

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

Matthew Ruddle (personal) as a member of the Scout Committee.

4. APPROVAL OF MINUTES

4.1 To approve and sign as a correct record the Minutes of the Ordinary Meeting held on Monday 15th July 2019

The Minutes of the Ordinary Meeting held on 15th July 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

As Peter Foster was not present there was nothing further to report.

6.2 Freeland Methodist Church: To receive an update on future of Methodist Church

There was nothing further to report.

6.3 Little Free Library – to update on progress and to finalise location for new larger Library

Matthew gave a brief update. He was still chasing up quotes but so far the quotes he had received were all significantly higher than the funds the Parish Council had received from the Teddy Girls for the new library. He was still having problems reaching a resolution as to where to site the new library due to problems with planning permission regulations and installation. An alternative suggestion was to repair the existing library with a stronger post and to then have a new smaller library built at a lower level for children to access. Or another suggestion was to revamp the phone box by the village hall and use that. Matthew would investigate and get costings for both options.

Action: Matthew to investigate alternative options with associated costs and report back.

6.4 CLP Working Group - to update on setting up a group to discuss progress subsequent to the Community Led Plan of 2014

Vero gave an update – she had met with a member of the original CLP Working Group in August and they had gone through the 2014 Community Led Plan in detail. Most of the high priority items had already been done or were part of ongoing investigations currently being undertaken by the Parish Council. The few items that had not been done were the setting up of a youth centre/day centre working group, although now there was the cake café and the café at the nursing home this was felt to be sufficient together with all the village clubs that had now moved back into the village hall and were accessible to the youths. The other item that had not been tackled was the setting up of a development options group to investigate areas of the village where development could be supported and areas where it should not. It was recognised by the Councillors that this was very tricky as it was almost impossible to get a site that most villagers would support. It was agreed to leave this item for the time being.

There were a few more longer-term items that hadn't been addressed such as applying for conservation status for the historic core of the village, preparing a village design guide and re-establishing a cycle working group to investigate possible cycle routes to Eynsham. It was noted that the conservation status and village design guide could no longer be progressed, and the cycle group would need financial support as this would be expensive. This was due to be discussed later on the agenda.

Councillors passed on their thanks to Vero and agreed to not take any further action and to remove this item from the agenda.

6.5 Welcome pack for new residents – to update on progress in creating a new pack

This had not yet been done but would be done shortly. Vero had contacted Hanborough Parish Council who were in the process of producing a welcome pack too so she would liaise with them to share ideas and report back next month.

Action: Vero to work on new welcome pack for Freeland residents.

6.6 Parish Councillor Profiles – to update on progress

The first profile had appeared in the Grapevine (Matthew's) and Vero had emailed her profile to Matthew for inclusion in the next Grapevine. The remaining Councillors were asked to email their profile to Matthew and he would pick one each month to be published.

Action: All Councillors to write their profile and email it to Matthew.

7. PLANNING - Applications received & WODC Decisions plus:**7.1 Applications Received:**

- 19/02182/FUL 4 CUCKOO WOOD CARAVAN PARK, EYNHAM ROAD, FREELAND.**
Erection of building for the storage and maintenance of fairground rides, vehicles and equipment for Mr And Mrs Stanley And Celine Irvin And Farr.
- 19/01669/ADV LAND BETWEEN WYCHWOOD HOUSE AND MALVERN VILLAS WITNEY ROAD, FREELAND. (AMENDED APPLICATION)**
Erection of various signs (retrospective) for Mr Dean Roberts.
- 19/02307/HHD GOLDTHORN HOUSE, WITNEY ROAD, FREELAND.**
Erection of replacement conservatory for Mr Hemsworth.

Councillors had no comments they wished to make about Goldthorn House or the amended application for the flags at the Witney Road development. They did have some concerns about the rather large size of the storage building at Cuckoo Wood Farm in relation to the other buildings at the site, and also the landscaping element. These concerns had already been submitted to the Planning Department.

7.2 Applications Approved:

- 19/01859/HHD 181 WROSLYN ROAD, FREELAND.**
Erection of single storey front extension and two storey rear extension for Ms Nicola Clargo.
- 19/01149/S73 LAND BETWEEN WYCHWOOD HOUSE AND MALVERN VILLAS, WITNEY ROAD, FREELAND.**
Removal of condition 9 of planning permission 16/01353/OUT (No requirement for fire hydrants).
Condition Number(s): Condition 9- Fire hydrants shall be installed in accordance with details, including the phasing of installation, which have first been submitted to and approved in writing by the Local Planning Authority.
Conditions(s) Removal: We are informed the local fire authority have confirmed there is no requirement for an on-site main when there is an adequate local main already at the site. This was raised originally with LPA around January 2018.

7.3 Applications Refused: None.

7.4 Applications Withdrawn: None.

7.5 Applications Awaiting Decision:

- 19/00954/FUL FREELAND HOUSE, WROSLYN ROAD, FREELAND.**
Construction of three timber cabins for use as staff accommodation for Mr Patel.

7.6 Large Transformer - To discuss any response from Mears re concerns raised re large transformer placed by Mears near garden of 2A Wroslyn Road

The Chairman had spoken to the residents at 2A Wroslyn Road who were concerned that although the transformer was not currently making a noise, it was currently under a very light load, and the

residents were worried that once the estate houses were all fully connected, this situation could change. But at the rate the houses were being constructed, this may not be for another year.

They were also worried about the possibility of radiated EMF emissions from the transformer. Such checks were expensive to carry out and the resident planned to get these done only when the transformer comes onto full load.

The residents were grateful for the Parish Council taking up the issue of the siting of the transformer under Permitted Development rights with the local MP, but they realised that any change in regulations that might result would not affect the siting of the transformer now in place. Council acknowledged that nothing further could be done as this all fell under Permitted Development regulations.

7.7 Leylandii Trees - To discuss any response received from Koopmans re concerns raised regarding large Leylandii trees by 30 Wroslyn Road that require reducing in height but are located on either Mears or Koopmans sites

The Clerk had chased up a response from Koopmans, the managing agents for the Industrial Estate who she wrote to, to see if they will do anything about the trees.

A reply had now been received to advise that the work would be carried out towards the end of September, although they were trying to bring this forward. Their intention was to reduce the height of the Leylandii trees on the North boundary by up to 50% so that there was an even top height.

The Clerk had advised the residents accordingly and they were happy with this outcome.

7.8 Receipt of S106 Funds - To update on S106 funds associated with the Mears development

As reported last month, £52,236, the S106 contribution for Sport/Recreation purposes had now been paid into the Parish Council bank account. This amount was originally meant to be £44,608 but it had been index linked due to late receipt of the funds.

The Play Facilities contribution (£33,538) and Public Art contribution (£4,410) were still outstanding and would hopefully be received soon. It was presumed these would also be index linked although this had not been formally confirmed. The Chairman and Clerk were due to meet with Sarah Leveté from WODC on 18th September, to discuss the criteria surrounding the Public Art contribution and when it would be paid.

7.9 11 Nash Lane, Freeland – to note correspondence over the summer regarding residents' concerns about the construction work being carried out at this property that is allowed under "Permitted Development" regulations, and to note response received from Robert Courts MP regarding Permitted Development rules

Various correspondence with residents in Hurst Lane had taken place over the summer with regard to the building work being carried out at 11 Nash Lane.

In short, WODC Planners had confirmed that whilst they recognised that this was frustrating to the residents affected by the building work, there was nothing they could do as everything that was being done fell within the perimeters allowed under Permitted Development.

The Clerk had also written to Robert Courts MP in July and had received a reply which stated that he had written to Esther McVey MP, the Housing Minister at the Ministry for Housing, Communities and Local Government, to raise these concerns and to ask for a review of the Permitted Development Regulations. He had also visited the property in Nash Lane (with Marilyn and the Chairman) to discuss ways we can address this at local and national level. He spoke with the residents who were still very unhappy about the building work, especially the height of the roof, the close proximity of the building to the boundary and the neighbouring properties, and the addition of large dormer windows. Marilyn also forwarded the complaint by the Rose's (sent to Phil Shaw) to Jeff Haine to highlight the ongoing situation and notified him of the channel 5 documentary.

Alaa had held discussions with Jeff Haine, Cabinet Member for Strategic Planning and Phil Shaw, Development Manager at WODC who were both sympathetic but also agreed there was nothing they could do. Phil Shaw had drafted a letter which detailed the changes he would like to see made to the Permitted Development Regulations which proposed ensuring there was no detrimental effect on neighbours and the distance to existing neighbouring properties was appropriate. Alaa had urged Jeff Haine to visit the affected families at 18 and 19 Hurst Lane to see the works for himself and listen to their complaints about the conduct of Planning Officers towards them. The visit took place on 12th

September and also present were Phil Shaw, Peter Newell and Alaa. The residents (Mr Rose and Ms Fairchild) were able to put their arguments and complaints in detail to Mr Shaw. Whilst they might have found this belated opportunity very useful, they were clearly disappointed that there was nothing that Mr Shaw could do to ameliorate the situation.

It was also reported that whilst these meetings with residents over the summer were taking place, a TV film crew from Channel 5 came along and spent considerable time filming the residents, (and the Chairman and Marilyn) and showing the building work on 11 Nash Lane and the impact it was having on the neighbouring properties. Jeff Haine also participated in the Channel 5 TV programme. It was understood a programme about this matter was due to be aired in January 2020, although no date had been confirmed.

Councillors recognised the ongoing problems with this development but agreed there was nothing further that could be done at the present time and they would await a response from Esther McVey MP as to when the Regulations would be reviewed.

7.10 Freeland War Memorial – to note that the war memorial has been awarded listed building status- details emailed around

Confirmation had been received from Historic England that the Freeland War Memorial had been awarded Grade II listed status.

The link below gives details of the advice report including the principal reasons behind this decision. The List entry for this building, together with a map, had now been published on the National Heritage List for England, and would be available for public access.

<http://services.historicengland.org.uk/webfiles/GetFiles.aspx?av=87E53CF2-277E-4880-80AA-79E4F9B57996&cn=747BF74F-AD9F-4A80-86ED-8B3A137B7346>

Historic England advised that listing brings specific protection so that its special interest can be properly considered in managing its future. Listing does not mean, however, that no alterations can be made - in fact in the vast majority of cases applications to make changes to a listed building are approved.

The local planning authority would now be preparing the statutory notices required under the Planning (Listed Buildings and Conservation Areas) Act 1990 Buildings of Special Architectural or Historic Interest. This was duly noted.

8. REPORT OF COUNTY AND DISTRICT COUNCIL BUSINESS

Marilyn had nothing further to report, as she was currently working on a number of Planning issues but these were all in Hanborough.

The District Council update from Alaa included details about a proposed scheduled Comet bus service that he was hoping to set up. A survey about the service had been circulated to Councillors prior to the meeting for their feedback, and had then been handed out to residents at the Hanborough Show at the weekend to gain further feedback. The proposed Comet bus would service the local villages including Hanborough, Freeland, and Eynsham and would operate a circular route with various stops along the way.

As reported last month, there was a possibility of obtaining some funds from OCC for this, but it was not yet clear how much would be available, and a full costing needed to be carried out. However, further finance would be needed. Alaa had secured the support from Hanborough Parish Council and hoped he could also have the support of Freeland Parish Council should the pilot scheme be successful. Council resolved to strongly support the scheme and wished Alaa well with this work.

Liam's update included details on the Eynsham Garden Village event that was being held on Friday which would include the plans for the A40 Park and Ride Scheme – everyone was encouraged to attend. He also provided an update on the extended platform at Hanborough Station and the grand opening, with an additional car park and bridge over the railway line being planned in the future. Liam was asked about a couple of ongoing Highways issues and he advised that he was due to meet with James Wright on Wednesday at 12.30 and invited the Chairman and Clerk to attend so that the various Highways issues could be addressed.

Merilyn, Alaa, and Liam were then thanked for attending and they all left the meeting, together with Peter Leigh at 9.20pm.

9. FINANCIAL MATTERS

9.1 Presentation of the monthly financial report

Two monthly financial reports were presented to the Council showing details of the bank balance at 31st July and 30th August 2019 and the receipts and payments received or paid out in the two last months. The bank statements were checked as agreeing with the figures on the finance sheets and both were signed by Bill.

9.2 Annual audit - to receive an update on progress

The Clerk gave a brief update on the audit. The audit had now been completed and a completion notice had been received from the auditors. A couple of minor points had been highlighted by the auditors regarding the period of exercise of public rights and a box that the internal auditor had ticked – the report was read out at the meeting and duly noted by the Council. The Clerk confirmed that a copy of the auditor's report had been placed on the village noticeboards and on the village website.

The Clerk was thanked for all the work she had done in getting the audit completed.

9.3 Parish Council Insurance Renewal - approval of the insurance renewal premium - to include review of level of Fidelity Guarantee cover

The insurance premium was due for renewal on 1st October 2019 as part of the long-term agreement with Came and Company. Renewal documents had been received from Came & Company (the current insurers) for insurance cover for the coming year and these had been emailed around to Councillors. The renewal quotation was based on the sums insured (index linked by 4%) and cover detailed in the Council's current schedule of insurance.

The renewal premium quoted was for 12 month's cover at **£2,203.61 (increased from £2,140.88 last year)**, including 12% insurance premium tax. This quote took into consideration the Council's long-term agreement and the Policy excess remained at £250 for each and every claim. The Council's long-term agreement (LTA) was due to expire on the 30th September 2021.

The External Auditors also required the Council to review their level of Fidelity Guarantee cover every year. This cover was currently insured at a level of **£250,000**.

After a brief discussion, Council **resolved** to approve the insurance renewal premium of £2,203.61 and agreed to keep the Fidelity Guarantee level of cover at £250,000.

Action: Clerk to arrange insurance renewal as above.

9.4 Review of Financial Regulations and Standing Orders

This had not been done, but the Chairman and either the Clerk or Mary Ann would carry out the review of the Financial Regulations and Standing Orders shortly.

Action: Chairman and Mary Ann/Clerk to review documents.

9.5 Approval of invoices for payment (to include approval of purchase of poppy wreath for Remembrance Day)

The Council approved invoices for payment as listed on the invoices for payment sheet distributed with the meeting papers. Council approved the payment of £17.00 as a donation to the British Legion for a poppy wreath for Remembrance Day.

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

Cheque Number	To whom paid	Details	Amount (£)
102572	Freeland Village Hall Bookings	Hall hire 16.09.19	£12.50
102573	Lisa Smith	Clerk's salary Sept 2019	£902.57
102574	Moore Stephens	Audit fee	£360.00
102575	RBL Poppy Appeal	PC Poppy wreath for Remembrance Day	£17.00
102576	HMRC	Clerk's NI Contributions July-Sept 2019	£161.46
102577	Came & Company	PC Insurance Renewal 2019-20	£2,203.61
		Total:	£3,657.14
Plus:	NEST pension payment of £67.64 (employee & employer contributions). £38.65 has been deducted from Clerk's salary for September salary payment.		

9.6 Any other financial business – Councillors were reminded that the budget setting meeting in November was fast approaching so they were encouraged to start considering anything they may wish to bring up or get approved at the October meeting which may need funds put aside in the Precept at the November meeting.

10. PARISH COUNCIL STANDING ITEMS

10.1 Play areas/Playing Field – to receive any reports: Robert had the pink book and there were no problems to report. The book would be passed to Bill.

10.1.1 Play area reports – to update on trampoline tile gluing, to ensure zip wire bolt is inspected for signs of wear

As the trampoline had been constantly in use of the summer holidays this had not yet been done. Mary Ann had the trampoline tile glue and would get this done shortly. It was also suggested re-seeding/re-turfing around the trampoline at the same time and Mary Ann would liaise with Tim about getting this done. Robert advised he had some temporary fencing that could be used whilst the trampoline tile was glued and the turf/grass seed was planted. Bill advised he had tried to look at the zip wire bolt but it was impossible to see it without dismantling the whole thing. As the play equipment inspection was due imminently, it was agreed to await the outcome of this and see if any action was required.

Action: Mary Ann to glue tile and liaise with Tim re turf/grass seed. Robert to provide temporary fencing.

10.1.2 New storage building on field – to update on progress in obtaining quotes

As noted in item 1.1, Simon Brown would measure up the concrete base area and speak to the football club and feed back to Robert and Tim who would then obtain quotes.

Action: Robert/Tim to obtain quotes for the storage building.

10.1.3 Weed Spraying of field – to consider whether weed spraying work is required this year

Council agreed the field didn't need spraying at the current time. The decision was to be held over until the next meeting.

Action: Clerk to add to next month's agenda.

10.1.4 Broken drain cover on field at back of Newell Room – to discuss and agree any action necessary

This had not yet been done. Robert had a replacement which just needed installing. He would get this done imminently.

Action: Robert to repair drain cover as above.

10.1.5 Large Leylandii trees on field – to discuss any action on getting trees cut back

At the last meeting a suggestion was made of getting a quote to have the large Leylandii trees on the playing field near the village hall cut back as they were getting very large and covering a fair bit of the field. A local contractor was asked to quote for the work, but he advised the Clerk that the trees were actually located in a resident's garden, and not on the field.

After a brief discussion it was agreed to write to the residents to ask if they would be willing to have the trees cut back, and to see if they needed any assistance with getting this done.

Action: Clerk to write letter as above.

10.1.6 To approve quote for annual playground inspection – details emailed around

The Play Inspection Company had provided a quote for an annual playground inspection of £150 + VAT. This inspection would be carried out at the end of September. Council **resolved** to approve this quote so that the inspection could go ahead.

10.2 Village Highway Matters – to receive any reports**10.2.1 Highways reports – to receive any reports: vandalism reported on Wroslyn Road; dead branch on tree by Oakland Close; query re Cuckoo Lane road repairs/road closure in Oct/Nov; bushes blocking visibility by Oakland Close;**

The Clerk had unfortunately received a report of a resident's garden on Wroslyn Road being vandalised, which had been reported to the Police. The dead branch on the tree by Oakland Close had been removed and Councillors passed on their thanks to Tim for getting this done. The resident's query re Cuckoo Lane road repairs/road closure had been forwarded on to Highways to investigate, and a local contractor had been asked to cut back the bushes blocking visibility by Oakland Close. The Clerk had also received a complaint about the grass verge of the field after Oakland Close, which Robert advised would be cut back in the Autumn.

10.2.2 To update on getting overhanging trees and shrubs cut back on Eynsham Road

This work had still not been done so the Clerk had chased this up and had met with a representative from Eynsham Park Estate to show them the area that needed attention. The representative reassured the Clerk she was confident she could get the work done, hopefully in the next month or so.

Action: Clerk to chase up Eynsham Park Estate to get trees and shrubs cut back if work not done.

10.2.3 White line painting by Primary School and across residents' driveways on Wroslyn Road – to receive an update

The Clerk had contacted Highways to raise concerns about the white lines not going far enough around the corner of Parklands as originally requested and it was noted that the markers for the white lines had now been repainted. It was still not clear when the actual white lines would be painted, but the Clerk was still trying to obtain some clarification. The Clerk would add this to the list of items to be discussed with James Wright on Wednesday.

Action: Clerk to continue to pursue if necessary.

10.2.4 Parking near the Church – to discuss any response from Witney Town Charity re suggestion of leasing their field as a temporary car park

No further response had been received from Savills. It was agreed that the Clerk should now chase this up.

Action: Clerk to chase up a response.

10.2.5 Road priority on Cuckoo Lane and Wroslyn Road – to discuss any response from Highways to a resident's suggestion of trying to change the road priorities by Cuckoo Lane/Barnard Gate/Wroslyn Road junction

The Clerk had chased up a response and had been advised that James Wright was dealing with this. James had suggested setting up a meeting to discuss this item, so this was being organised. The Chairman would also attend this meeting.

Action: Clerk to set up meeting with Chairman and James Wright.

10.2.6 Mowing of grass verge in Broadmarsh Lane – to update on progress

This had now been mowed. No further action was required.

10.2.7 Tree work by 120 Wroslyn Road – to approve quote for this work

A quote had been obtained to have the trees pollarded/cut back that are overhanging a resident's garden considerably. These trees were located on unowned land on the corner of Broadmarsh Lane near 120 Wroslyn Road and they had grown to a considerable height and were now touching the resident's house. The Council had had this work done in the past, and the resident concerned did work voluntarily for the Council for approximately 10 years as the Internal Auditor.

Quote received was for £325.00. Council resolved to approve this quote and the Clerk would arrange to have the work carried out.

Action: Clerk to advise resident and arrange tree work.

10.2.8 Winter salt - to consider if Council wish to take up OCC's offer of salt bins and winter salt

OCC were once again offering parishes free salt bags and winter salt. Bags were 1mx1m square. Parishes needed to respond by end of September with their requirements. Salt bin refills and new bins were also being offered, at a price of £250 + VAT. All orders had to be in place by end of October latest as no bins would be installed after November. Council resolved to order one salt bag plus a new salt bin to be placed by the post box on Wroslyn Road near the school.

Action: Clerk to order new bin and salt bag as above.

10.2.9 20mph speed limit/ safety zones – to discuss a suggestion of having areas of “safety zones” in village where 20mph limit could be introduced

Following on from previous discussions and residents' enquiries about having a 20mph speed limit in the village, a suggestion had been made of having “safety zones”, where the limit could be reduced to 20mph, rather than through the whole village. These safety zones could be for example around the school area, and also the village hall/pub area. It was felt this might prove a more successful case for obtaining the reduction in speed limit, rather than asking for the limit to be reduced for the village as a whole. An example of a school safety zone sign that the Chairman had seen in Derbyshire was shown to the Councillors as a possible idea, and the Council were very positive and receptive to this option. It was agreed that Liam would speak to James Wright to check if these signs would be permissible in Oxfordshire and the Council resolved to then order two signs.

Action: Liam to speak to Highways rep then Clerk to order two signs.

10.2.10 Bus shelter on A4095 – to note residents' request for a bus shelter on A4095 and to discuss correspondence regarding this matter to date

The Clerk had received a number of requests from residents for a bus shelter to be provided on the South side of the A4095 near the new 41-house development. The current bus stop was very exposed, had no seat or shelter and was now the only option for residents to use if they wished to travel to Witney by bus following the cessation of the number 11 bus service.

The S106 agreement for the 41-house site showed that there was a £9K contribution payable by the developer to the County Council for 'bus stop improvement purposes' and so the Clerk was currently trying to obtain clarification of whether these funds had yet been received by the County Council and if they were definitely going to be used for a new bus shelter. The Clerk would report back any findings next month.

Action: Clerk to continue chasing to find out bus shelter and funding info as above.

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

Bill had the book and there were no problems to report. The book would be passed to Robert.

10.3.1 To discuss any response from Highways re improving the footpaths for wheelchair users up towards A4095 end of village

The Clerk had reported concerns to Highways about the uneven pavements causing difficulties for wheelchair users from the school to the A4095 end of the village. Patching work had been carried out in three areas: at the entrance to Cooks Corner Farm, at the entrance to the rear of Willoughby Fields and outside no 33 Wroslyn Road. Councillors were pleased with this result and agreed no further action was required.

10.3.2 Graffiti on wall by Wroslyn Road/Woodlands footpath – to note response from WODC since reported in July

A brick wall at the rear of a resident's garden in the footpath leading from Wroslyn Road to Woodlands had unfortunately had some graffiti scrawled across it back in the summer. The Clerk had reported this to WODC in July, but nothing so far had been done. The Clerk had chased this up again, but it was suggested reporting it to the County Council via the Fix my Street website.

Action: Clerk to report to OCC.

10.4 Garden of Remembrance – to receive any reports

No reports had been received.

10.4.1 To receive an update on the progress for the Garden of Remembrance, including the location for the timber storage cupboard

Mary Ann gave a brief report. The lavenders had been cut and the timber shed needed to be purchased. Mary Ann would chase up the arch as no invoice had yet been received.

Action: Mary Ann to chase up saw-mill re arch and purchase timber shed.

10.5 Freeland Hall Management Committee – to receive any reports

A very brief update was given. The refitting of all the guttering had now been completed. Everything else was going well and there was nothing further to report.

10.5.1 To update on quotes for tarmacking the gravelled area of the village hall car park

Robert had received one quote so far. A soakaway was also likely to be required to assist with the drainage. The Financial Regulations had been checked and if the cost of the work was going to be below £25K then it did not need to be put out to tender. Robert would obtain two further quotes, hopefully for the next meeting.

Action: Robert to obtain two further quotes for the tarmacking work,

10.5.2 To update on whether bike racks in Blenheim Lane are moveable to the Village Hall

Two new bike racks had been purchased, and Robert would get them installed by the end of October.

Action: Robert to install bike racks by the Village Hall.

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

(a) OALC – July & August update – details had been emailed around.

(b) Oxfordshire Association for the Blind – request for donation received. Council **resolved** not to offer a donation on this occasion.

(c) OCC – Oxfordshire Minerals and Waste Local Plan – consultation on Revised Statement of Community Involvement – details had been emailed around. No comments were to be made.

(d) SSEN Distribution Stakeholder Workshop – to be held on 17th September 10-4, at Kassam Stadium – details had been emailed around. No-one wished to attend.

(e) OCC Highways – Deddington Depot Open Day – to be held on 5th October 10-12.30pm – details had been emailed around.

(f) WODC – Town & Parish Forum – to be held on 10th October, 6.30 – 9pm, Woodgreen offices – details had been emailed around. The Chairman, Clerk and Mary Ann were due to attend.

12. FREELAND SHOWCASE EVENT – to discuss whether the Parish Council wish to have a table at event

After a brief discussion, Council agreed not to have a table on behalf of the Parish Council at this event. Matthew would be in attendance representing the Little Free Library and was willing to talk to anyone about the Parish Council if needed.

13. CIRCULATION

September circulation – out at meeting.

No June circulation.

14. TO RECEIVE A MONTHLY UPDATE REGARDING FREELAND PRIMARY SCHOOL

The Clerk gave a brief update. £2,810 had been raised at Freefest this year which was fantastic. £680 that the children had raised at different events had been given to a Sri Lankan charity (Holistic Special Education Foundation).

In the results of this year's statutory assessments nationally and locally, Freeland School remained above or in line with the national results from 2018 (2019 results are yet to be posted).

15. ANY OTHER BUSINESS – FOR PRELIMINARY DISCUSSION ONLY

New litter bin – A suggestion was made of purchasing a new litter bin that could be placed by the boot brushes at the back of the village hall car park. Councillors agreed this sounded a good idea in principle, but it would need formal approval at the next meeting, so the Clerk would place it on the next month's agenda.

16. DATE OF NEXT MEETING:

The next ordinary meeting would be held on **Monday 21st October 2019, 7.30pm in the Newell Room.**

There being no other business the meeting closed at 10.10pm.