

MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 13th February 2020 at 7.30 pm.

Present: G. Matthews (Chairman), S. Cusick (Vice Chair), Councillors David Fettes (DF), I. Hogg (IH), J. Nicholson (JN), A. Clements (AC) and J. Minch (JM) and County Councillor Liam Walker (LW) (arrived 9pm)

169/19. Apologies for absence: Councillor C. Frost (CF), District Councillor H. St John (HSJ) and Allison Leigh (Clerk) AL

170/19. Declarations of interest: None

171/19. Minutes of meeting held 9th January 2020 and the Annual General Meeting held 30th May 2019: The minutes were approved and signed with one deletion.

172/19. Public Forum: No members of the public were in attendance.

173/19. District and County Councillors' Reports:

West Oxfordshire District Council (WODC)

HSJ was not in attendance, but sent this report:

HSJ is pressing Thames Water to get the Park Road sewer repair completed ASAP. At this behest they have accommodated the immediate neighbours and are looking after loss of business angles for Masons Arms and the Post Office.

HSJ is waiting to hear the outcome of a Thames Water survey of the sewer pipe either side of the collapse being replaced. If they find the adjoining section is in a similar poor state, they may decide to replace that too, so road closure could be longer. HSJ will report as soon as he hears more.

Bellway

The road works and traffic lights continue to cause residents problems and so HSJ is trying to get them to improve layout. The work is likely to last until end of March when the delayed previous road closure will now take place. So there will be lights in some form until the closure. HSJ is chasing them on a number of other matters but OCC have at least done some drainage work in Green Lane although the whole lane road surface is wrecked.

There are some steps in the path out of the 40 site down to Green Lane which seem quite unfit for disabled or mums with pushchairs and HSJ is trying to get them to change that and a number of other long standing niggles. HSJ is hoping to get a site meeting with new manager.

District Council

The WODC budget was approved by Cabinet and goes to Full Council on 26th February. The 2020/21 budget is set to balance with a 2% increase in Council Tax which equates to just over £104 p.a. for a Band D property, and that means WODC will be the second lowest council tax for Councils like ours in England.

The Council is letting a contract to install 18 electric vehicle charging points in Witney, Charlbury and Burford with others to follow in other towns in due course.

WODC is about to launch a consultation on Community Infrastructure Levy (CIL) which once adopted formally will enable them to charge developers a set figure per square metre of building which will apply for one house upwards. WODC hopes to get this charge adopted later this year but the policy has to be assessed by an independent inspector first at a hearing so it may take till the autumn to come into force.

Over the last 12 months up to the end of March 2020 it is anticipated that over 520 affordable homes will have been delivered/occupied - which is a significant improvement on previous years and reflects the rate of building going on in WODC. However, the North Witney strategic housing site consultation document has slipped back in the latest programme and may not come out until later this/early next year.

HSJ is trying to organise a litter picking session with the Youth Project and is liaising with CF on this.

Oxfordshire County Council (OCC).

(Reported on Liam's arrival)

LW reported that the barrier by the school will be repaired between 17th – 21st February.

LW reported that there will be an extended road closure for sewer repair on Park Road. There will be repairs done to Boddington Lane on 18/05/2020. In October, when Eynsham Hall is closed, resurfacing will take place on the A4095 up to Park Road. The signage will be improved as well.

LW reported that the Eynsham Garden Village plans are progressing and that he will send out an A40 report.

174/19. Website: It was reported that there is now a basic skeleton of the new site. JM and AL have met and reviewed some suggested changes, such as headings. It should be able to go live with limited version within 2 - 3 months. GM has received invoice for another year of old website and will decline. The council asked for AL to put a note in the Nor'Lye News asking for photos of the

village to use on website or a local photographer who might be willing to take some new photos.

175/19. Village Questionnaire: AC reported that he has made a few additions from suggestions received. He reported the plan is that the questionnaire will launch at same time as website. It was noted that the council should see if it is possible to receive replies via the website or use Survey Monkey. It was thought that one can have a limited number of replies free. AC will look at numbers/cost.

The council noted it would be good to see if the library would be willing to receive paper responses. JM, AC and SC are happy to have home addresses on the form to accept responses as well or can post to PC clerk. The questionnaire will be anonymous, but responders can choose to provide contact details and be entered into a draw to win a £10 voucher – 5 prizes as incentive to complete and return.

It was noted that the questionnaire will be advertised one month before launch in the Nor'Lye News.

176/19. Spending on Church Property: The council discussed information from OALC which has recently come to light regarding spending monies on church related items. The council looked at previous advice from OALC in June 2015 which said as Parish Council had been maintaining the churchyard this was established practice and should continue. The council will try to find all of the correspondence with church/PCC at that time. The council agreed it would prefer to keep cutting grass but not take on any other maintenance. GM will have informal word with Steve Legg.

177/19. Oxfordshire county Council Mineral and Waste Site Drafts Plan Consultation: The council felt that this is not likely to affect our parish so has chosen not to comment.

178/19. Planning Applications:

<u>Planning number</u>	<u>Address</u>	<u>Proposal</u>	<u>Comments</u>
19/03438/CND	Wilcote Manor Farm Wilcote	Discharge of condition 16 (Archaeologist Watching Brief) or planning permission 18/00576/S73	North Leigh Parish Council has no comments on this planning application.
20/00029/HHD	22B Perrott Close North Leigh	The addition of two velux windows to the	North Leigh Parish Council has no comments on this planning application.

		front elevation of the property.	
20/00189/HHD	30 Bridewell Close North Leigh	Two storey side extension	North Leigh Parish Council has no comments on this planning application.
20/00224/FUL	26 Park Road North Leigh	Demolition of existing bungalow. Erection of five dwellings	The council discussed requesting conditions – 5 m wide strip for access road, no construction traffic to be allowed to park on Park Road. JN will prepare comments and e-mail to the council for review prior to the March meeting. This application will be discussed at the March meetings at which time the council will formally determine its response.

- **Section 106 monies from New Yatt Road developments:** The council would like to ask for some monies to be released now that 20 houses are occupied.

179/19. Open Spaces Report

- **School Playground lease:** It was reported that a lease had been received from OCC and the Parish Council's solicitor had responded with some comments. The council agreed to ask the solicitor to respond to OCC as he suggested but would like to ask for costs owed so far and any further costs.

It was suggested that the council should hold a consultation with parents, school and experts and getting quotes for refurbishment while waiting for lease discussion and signing.

IH reported he will be standing down as of the 31st March, so another councillor will need to take this forward.

- **Playground Inspection/ reports:** IH reported that all is looking good and tidy.
- **Cuckamus Green report:** There was no Cuckamus Green report.

The council reported it had received a letter regarding the edges of Cuckamus Green abutting the Cuckamus Lane are being seriously eroded

by cars being parked there on a daily basis. There was a suggestion that perhaps some bollards would help. The council agreed to look into this.

- **Bus shelters:** It was reported that the concrete base has been put down and is ready for bus shelter fitting. A man hole cover was discovered so this is covered with gravel not cement. The new shelter is due to be erected on 19/02/2020.
- **Salt:** BGG has removed the salt from Richard Langley's house. Ian is IH has contacted BGG regarding the location of the additional salt which needs to be moved as OCC didn't contact us when placing and it is now not in the correct location. He has not had a response.
- **Noticeboard at East End:** As of the 29th January, AL has heard that the door is on order with the joiner. The company is looking into a lead time. AL has e-mailed back on 11/2 as a follow up.

180/19. Cemetery/Churchyard

Activity: The council referred to the clerk's notes which indicated the following:

There has been 1 burial since the last meeting. There is another burial taking place on the 17th February and an ashes burial on the 11th March. Andy and AL have had a look at the plan and plan to proceed to fill the graves in the current section and then move to the new section (the first one as you come through the gate that hasn't been filled). There are a few extra plots that could be filled near the new bench, but as it would be tight and we have space, we have decided to proceed with filling the rest at the moment. Andy and AL continue to review the plan on an ongoing basis.

As noted above, the donated memorial bench is completed and has been placed.

The first new row of the Garden of Remembrance is continuing and we are looking to make this more uniform/tidy going forward due to it not being as evenly laid out in the past.

There is an unmarked child's grave in the cemetery. AL will look to put a marker there.

The council requested AL to ask WODC to remove excess bins from the cemetery car park.

181/19. Finance

- **2019/2020 Internal Audit:** This has been deferred to the March meeting so that 3 quotes can be obtained.
- **Finance report:**

<i>Payments authorised</i>						
<u>Payee</u>	<u>Item</u>	<u>Cheque number</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>	<u>Date</u>
Andrew Baker	Deposit for Bus shelter at Cuckamus Green	102976	822.00	164.40	986.40	24/01/2020
Allison Leigh	Clerk expenses - February	102978	48.60	0.00	48.60	13/02/2020
North Leigh Youth Project	Room hire	102979	20.00	0.00	20.00	13/02/2020
WODC	Adventure Playground cleaning	102980	117.22	23.44	140.66	13/02/2020
OALC	Susie Cusick - playground training - 13/5/2020	102981	90.00	18.00	108.00	13/02/2020
OALC	Susie Cusick -Chairmanship skills training - 15/7/2020	102982	90.00	18.00	108.00	13/02/2020
Grundon	Cemetery bin emptying - December	Direct Debit	40.40	8.08	48.48	31/12/2019
Grundon	Cemetery bin emptying - January	Direct Debit	40.40	8.08	48.40	31/01/2020
David Green	Grass cutting at Cuckamus Green (5 cuts), cutting at top of Windmill Close, strimming at top of Park Road	102983	268.00	0.00	268.00	13/02/2020
<i>Receipts</i>						
<u>From</u>	<u>Item</u>		<u>Amount</u>		<u>Total</u>	<u>Date</u>
Cemetery fees	Peter Smith and Son		400.00		400.00	24/01/2020
Cemetery fees	Sandra Homewood Funerals		800.00		800.00	03/01/2020

Bank Reconciliation

Cash in Hand 1/4/19	65408.37
Add total receipts as of 30/11/19	40617.65
Suttract Total payments as of 30/11/19	36312.20
Cash in Hand 30/11/19	69713.82
*****	*****
Communit Account balance 31/01/2020	15213.38
Business Money Manager Account Balance 31/01/2020	55953.21
Less unpressented cheques:	
Cheque 102972	466.37
Cheque 102976	986.40
Total	1452.77
Plus unpressented receipts	0.00
Adjusted Bank Balance	69713.82

182/19. Traffic/ Highway matters/Speedwatch: AC reported he is organising more sessions with the speed gun. He reported the council can now report drivers > 35 mph. The council agreed it would still like to proceed with buying a Speed Indicator Device. AC reported the council will need to speak to WODC about fitting some permanent poles to attach it to.

183/19: Nor'Lye News: The council requested that the following be put into the Parish Council's submission to the March edition of the Nor'Lye News:

- A request for photos and or photographer for new website
- An appeal for volunteers to assist in arranging a VE day event

184/19. Correspondence: To consider any correspondence received

- **Informal Consultation - Proposed Diversion Under s.119 Highways Act 1980 of part of North Leigh Bridleway No.31 at Field Farm –** The council had no objection to this proposal.
- It was noted that the council had received an e-mail from a resident about an overhanging hedge at Perrotts close. The council agreed for the clerk

to write a letter to hedge owner to politely request cut back.

- It was noted that North Leigh Youth Project (NYLP) had sent a donation request which would be discussed at the March meeting.

185/19. Matters for report: JM mentioned she had attended a NLYP meeting.

Date and time of next meeting: The date of the next meeting will be Thursday the 12th March at 7:30pm.

The meeting closed at 21:55.