

MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 13th June 2019 at 7.30 pm.

Present: G. Matthews (Chairman), S. Cusick (Vice Chair) (SC), Councillors I. Hogg (IH), D. Fettes (DF), C. Frost (CF) (arrived at 8:05pm), J. Nicholson (JN), J. Minch (JM), District Councillor H. St John (HSJ) and County Councillor Liam Walker (LW)

In attendance : Allison Leigh (Clerk) (AL)

49/19. Apologies for absence: Andy Clements (AC),

50/19. Declarations of interest: None

51/19. Minutes of meeting held 9th May 2019: The minutes were approved and signed with one edit.

52/19. Public Forum: A resident who has lived in the village for 26 years was in attendance to speak about the Windmill. The resident feels the Windmill is a very important site in the village and is very concerned at its state of disrepair, the state of its grounds and the state of the house across the road, owned by the same person.

He noted that scaffold has gone up, but no work has been carried out as of yet. The council believes the scaffolding may be there due to WODC's enforcement of repair of listed buildings, but the council has not been formally made aware of any plans.

The resident also referenced that the grounds area fire hazard.

GM reported that the Parish Council shares his views. He reported that in the past there have been groups that have attempted to form with regards to interest in the Windmill, but these have never taken shape.

GM reported there is little the Parish Council can do other than follow up with WODC with regards to enforcement.

The council discussed the possibility of asking the owner about an agreement whereby the council would lease the land to care for it. AL will write a letter to the owner's solicitor proposing such an arrangement and send a draft to GM and JN for review.

HSJ will follow up with the WODC as to the scaffolding and what the plans are/how they are proceeding.

53/19. District and County Councillors' Reports:

OCC

LW reported that Bellway had been audited on the 7th May. They will be re-surfacing the speed humps and fixing the signage. A safety audit will be carried out.

LW noted the planning application for the change in amount of affordable homes.

LW noted the footpath off of Park Road has been cleared.

LW noted he is concerned about the access at Eynsham Hall which was discussed at the APM and will be speaking to them about this and improving the junction.

LW noted the OVO ladies' cycle race was at Blenheim Palace this week. He noted that the crash that occurred was not due to potholes as OCC had done a complete review prior to the race.

This cycle will be taking place in 2020 and 2021 as well. LW has asked for road marking to be re-done for this cycle.

West Oxfordshire District Council (WODC)

HSJ reported that he is now a member of the Planning Committee so cannot express views on planning applications.

With regards to the Bellway application for the reduction of affordable homes, HSJ is not sure if it will go to Planning committee or not.

It was noted that if the application does go to planning committee that it is important for a member of the Parish Council to be there.

It was noted that GM will be publishing a letter in the Nor'Lye News and will add to it that residents should object to this application individually should they see fit

54/19. Salt Storage: AL reported she has received the lease to be signed and IH and GM will do so at this meeting. IH will then work to have the salt moved from Richard Langley's home to the site.

55/19. Financial Regulations: AL reported that the internal auditor had noted the council's current financial regulations need to be updated. AL has circulated NALC's model regulations and recommended that the council make minor

amendments to personalise and look to adopt at a meeting once finalised. The council agreed and AL and JM will meet on this.

56/19. Review of councillor roles: The council discussed the working groups and roles. The first of the working groups will be the Planning Working Group to consist of: JN, CF, DF, SC and JM. HSJ will no longer be part of the Planning Working Group. There will now be a Human Resources Working Group which will consist of CF and SC. There will be a Grounds Maintenance Working Group to inspect grass cutting/hedge trimming. This group will consist of GM, SC, CF, IH, JM and HSJ. AL will send the contracts to the group.

AL will re-circulate to the council the list of roles.

57/19. Website Accessibility: GM reported he has not progressed on the website accessibility, but has removed the requirement for encryption so the site can now be accessed.

JM suggested looking at creating a new, user-friendly site that would comply with the website accessibility regulations. The council agreed and JM and AL will work to get quotes/proposals to bring to the council.

58/19. Parish Monitoring group on the Eynsham Garden Village: AL had received an e-mail forwarded by HSJ suggesting a Parish monitoring group on Eynsham Garden Village. CF and IH are happy to be a part of any group formed. AL will e-mail Penelope Marcus of Hanborough PC who had sent the e-mail and cc CF and IH.

59/19. Guidance on Management of Roadside Verges: AL reported she had received an e-mail from the Cotswold Conservation Board with regards to the mowing of verges. The state of verges was discussed i.e. leaving them wild with flowers or cutting them to look neat. The council agreed that sightlines are of the utmost importance, but would like to review this further.

CF and SC will do some research and a policy on the mowing of verges will be reviewed at the July meeting.

It was also noted in speaking of verges that OCC have fixed the verge on Common Road caused by Bellway vehicles driving on the verge. HSJ will speak with Bellway about compensation.

60/19. Planning Applications:

Planning number	Address	Comments
19/01329/FUL	Everards Washhouse 1A Chapel Lane	No objections with comments.

	North Leigh	
19/01356/S73	Land South of New Yatt Road North Leigh	The council will object to this application and JN to work on a response for AL to send to WODC.
19/01357/S73	Land South of New Yatt Road North Leigh	The council will object to this application and JN to work on a response for AL to send to WODC.

The council noted that the it had received a letter from a resident noting that 26 residents have already objected to planning applications 19/01356/S73 and 19/01357/S73 on the website.

- **Update on Bellway Development:** see agenda items 53/19 and 56/19
- **S106 monies:** AL reported she had been chasing WODC on a meeting on this, but has still had no response.

61/19. Open Spaces

- **School Playground lease:** IH reported that Pellmans has sent another e-mail to OCC, but has not heard back. LW will chase this.
- **Playground inspection/reports:** IH reported that he has not checked the playgrounds this week due to weather conditions. He reported he has received the parts to repair the rocking horse at the school playground and is now looking into how to fit them.
- **Cuckamus Green report:** C. Frost reported that all is well on Cuckamus Green.
- **Bus Shelters:** DF reported he had been in touch with the company he had contacted about the bus shelters on Cuckamus Green and a representative is coming to have a look on the 3rd July. DF will speak to the residents living near where the bus shelter will be placed to inform them.

DF reported that the original quote for the bus shelters by the Masons Arms still stands at £6302 plus VAT.

DF asked what kind of roof the council would like and the council opted for a curved roof.

DF noted that the company who quoted for the stops near Masons Arms has said the size of the shelters can be reduced if need be.

A question was raised as to whether or not planning permission was needed for these.

62/19. Cemetery/ Churchyard:

- **Activity:** It was noted there has been one memorial request since the last meeting.

GM asked if AL had purchased the line marking spray for the cemetery which she has not, but will do.

AL noted that the grave that had been damaged is now repaired.

33/19: Finance report:

Payments authorised

<u>Payee</u>	<u>Item</u>	<u>Cheque number</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>	<u>Date</u>
Came & Company	Insurance renewal	102909	811.90	0.00	811.90	31/05/2019
Allison Leigh	Battery and pads for Memorial Hall defibrillator	102910	237.00	47.40	284.40	31/05/2019
Allison Leigh	Clerk salary	102911	453.37	0.00	453.37	31/05/2019
Allison Leigh	Clerk expenses	102912	76.54	3.04	79.58	13/06/2019
WODC	Adventure playground cleaning	102919	72.13	14.42	86.55	13/06/2019
BGG	Adventure playground cutting 17/4/19	102914	250.00	50.00	300.00	13/06/2019
BGG	St Mary church grass cutting 4/5/19 and Cemetery 4/5/19	102915	250.00	50.00	300.00	13/06/2019
North Leigh Youth Project	Room hire	102916	20.00	0.00	20.00	13/06/2019
Grundon	Cemetery bin management April	Direct debit	40.10	8.02	48.12	30/04/2019
Grundon	Cemetery bin management May	Direct debit	55.95	11.19	67.14	31/05/2019
Friends of North Leigh Library	Donation for prizes	102917	50.00	0.00	50.00	13/06/2019
Wicksteed Leisure Ltd	Parts for rocking horse repair	102918	121.50	24.30	145.80	13/06/2019
Susie Cusick	Wine and nibbles for AGM	102920	34.60	0.00	34.60	13/06/2019

Receipts: No receipts

Bank Reconciliation as of 31/5/19

Cash in Hand 1/4/19	65408.37
Add Total Payments as of 31/5/19	12392.90
Suttract Total Receipts as of 31/5/19	19200.00
Cash in Hand 31/5/19	72215.47
*****	*****
Communit Account balance 31/5/19	19922.20
Business Money Manager Account Balance 31/5/19	53185.56
Less unrepresented cheques:	
Greg Matthews	180.00
Greg Matthews	22.92
Tetbury Accounting	216.00
North Leigh Youth Project	20.00
Allison Leigh	453.37
Total	892.29
Plus unrepresented receipts	0.00
Adjusted Bank Balance	72215.47

64/19. Traffic/Highways Matters/Speedwatch: AC was not present for a report, but HSJ reported there had been a session last Thursday afternoon. There was a severe speeding issue and numbers have been reported to police.

HSJ has looked into the cost of a police van/officer as he would like to explore the possibility of sharing this cost with other West Oxfordshire villages.

65/19. Correspondence:

AL reported she had received an e-mail regarding West Oxfordshire District Council to declare a Climate and Environmental Emergency. The council noted that this is a petition for individuals to complete. The council did note it is feels environmental issues are important.

AL reported she had received an e-mail regarding a fire being lit at the Adventure Playground. The council asked AL to forward this e-mail to PSCO Hilary Robson

AL reported she had an e-mail from a resident in East End to say that a post from the old noticeboard was still there. AL wasn't ware of this and has contacted the noticeboard company and will ask AC to have a look when he returned.

GM noted he has a letter he would like to put in the Nor'Lye news with regards to resident involvement/attendance at the AGM. He will also add the information mentioned in minute reference 53/19 to this letter.

36/19. Matters for report: CF reported she had attending an Emergency Planning meeting. She would like to put Emergency Planning on the July agenda. CF will forward a sample Emergency plan o AL

JM would like to have the Asset Register on the July agenda. She noted that the register is in need of updating as was reported at the AGM.

Date and time of next meeting:

The next Parish Council meeting will be held on Thursday 11th July in the North Leigh Youth Centre of the Memorial Hall.

The meeting closed at 9:50pm

Chairman Date.....