

MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall Youth Centre on Thursday 21 June 2012 at 7.30 pm.

Present: R. Soper (in the Chair) Harry St John, R Langley, D Gough and S. Cusick

In attendance: Lynda Scott, Clerk to the Council

1 **Apologies for absence:** C. Frost and B.Norton

2 **Declarations of interest:** None

3 **PC Election: Co-option of councillors**

Following discussion of the expressions of interest submitted by Greg Matthews and Ian Hogg, it was agreed to invite the applicants to be co-opted as Parish Councillors with immediate effect.

4 **Adoption of Code of Conduct**

It was resolved that the Code of Conduct adopted by the West Oxfordshire District Council be adopted as the code for members and co-opted members of the North Leigh Parish Council with effect from 1 July 2012, to replace the current code of conduct.

5 **Minutes**

Resolved that the Minutes of the Meeting held on the 10 May be approved as a true and correct record.

6 **Matters Arising**

(i) Adventure Playground

RS and HStJ updated members on the outcome of their meeting with David Thurlow, Estates Manager at WODC. They confirmed that WODC's Asset Management Group had agreed the early surrender of the lease but that the matter of WODC's future responsibility for the land and any financial compensation due, would need to be considered by the WODC Cabinet. Other suggestions from two residents for the future use of the Adventure Playground were considered and it was agreed that the Clerk advise WODC of Council's intention to surrender the lease.

(ii) LDF

BN advised that, in light of the MOD's reduced housing requirements, and following legal advice to WODC re the requirement for further consultation, there will be a further delay in finalising the draft core strategy of the LDF which will now be determined in late autumn. It is anticipated that the Core Strategy will then go to Public Inspection in the spring of 2013. Members will keep a watching brief on the activity of the North Witney consortia over the coming months. **No further update**

(iii) Localism Act

Correspondence re Councillor training under item 15.

(iv) NL Windmill, Windmill House and land adjoining

The Clerk reported a letter from WODC Planning Department confirming that, following inspection of both premises, no evidence of breaches of planning control had been found regarding their poor state of repair. The matter will however be reviewed in 12 months time. **No further information**

(v) The future of North Leigh Library

CC Chapman confirmed that North Leigh library would not be closed and the County Council will continue to monitor the situation on an ongoing basis over the next 12-18 months; it may prove possible for the CC provide further financial support, depending upon budgetary constraints.. **No further information**

(vi) Broadband Upgrading

The clerk reported a response to her enquiry to the County Council. OCC confirmed that:

- It is putting together a project to bring *next generation broadband* to the county.
- It is investing £10m and seeking further funding from *Broadband delivery UK*
- The Digital Strategy will be launched in June 2012 for public consultation
- The County Council will be in a better position to provide specific information regarding locations in November at the conclusion of consultations.

Members will consider what can be done to make North Leigh priority location. No further information at present.

(vii) Proposed Bus Shelter

Members discussed this matter further and considered the various bus shelters available. The Clerk was asked to request erection of the 'Guildford' bus shelter in the vicinity of the Park Road junction.

(viii) Emergency plan

Sub Committee meeting to be arranged.

(ix) Appointment of Water Conservation Project representative

Deferred to the next meeting

(x) PC meeting with Chief Inspector Paine:

The Clerk confirmed that she had invited CI Paine to meet with the PC but, to date, had received no reply. Clerk to chase.

(xi) PC contribution to 'QDJ commemorative record.'

Awaiting confirmation of costs from H StJ.

7 Thames Valley Police Report

No local matters to report. HStJ expressed concern about lack of feedback generally from TVP and particularly in respect of the recent incident at the Football Club.

8 Planning Decisions: None received

9 Planning Applications & Correspondence:

Land adj to the A4095: Erection of kennels and siting of mobile home; Appeal Hearing 3 July 2012

22 Bridewell Close: Portacabin: WODC planners reviewing the planning situation in light of the removal of a tree that heightens the visibility of the portacabin

9.1 Working Group Report;

Five applications considered:

- The Chalet, New Yatt Road: Replacement dwelling: PC objections submitted
- Land adj. to 1 Parkside: erection of a detached dwelling: PC objections submitted
- 26 Park Road: New access and entrance gates: PC concerns submitted
- The Barns, Cuckoo Lane: PC concern that this is a retrospective application submitted
- Wilcote House, Wilcote: Internal/external alterations: No comments/objections

10 Finance

10.1 The following accounts were approved for payment:

Cheque no	Description	Supplier	Net	Vat	IPT	Admin Fee	Total
102118	PAYE Clerk	HMRC	255.00				255.00
102119	Repair to aerial swing	Wicksteed Leisure Ltd	224.00	44.80			268.80
102120	Grounds maintenance at Cemetery/churchyard	WODC	287.28	57.46			344.74
102121	Adventure Playground mowing	M.V.Firmin	360.00	72.00			432.00
102122	S137 payment	Pond conservation project	150.00				150.00
102123	Postage	L.Scott	29.88				29.88
102124	Air Ambulance donation	TV and Chiltern Air Ambulance Trust	50.00				50.00
102125	Clerk's home allowance	Lynda Scott	52.00				52.00
	Clerk's salary June	Lynda Scott	340.00				340.00

10.2 Spend against budget report: Approved

10.3 PWLB Loans: The chairman requested details of the loans schedule. Clerk to action

11 Open Spaces

14.1 Reports: No reports received

14.2 Tree survey: HStJ to review once the trees are in leaf.
HStJ reported that an ash tree branch in south western corner of open space at north end of Windmill Heights (where the paths go through) will need to be cut back in early winter. The Clerk was asked to obtain a quotation

12 Cemetery/ Churchyard Reports

12.1 Cemetery and Churchyard inspection

Following the inspection a number of unstable headstones had been found in the churchyard and it was agreed that details of these should be put in the Nor 'Lye news encouraging relatives to contact the Clerk with a view to them securing the headstones for health and safety reasons.

It was noted that that some of the graves in the cemetery were out of alignment and RL is preparing a frame to assist grave diggers in ensuring that new graves are dug in appropriate positions.

It was also noted that many plots where exclusive rights had been purchased, were not marked 'reserved' because purchasers had chosen not to pay the additional costs of reservation markers. It was resolved that these would be supplied at no charge in the future and the Clerk was asked to order a supply and also to make enquiries re the purchase of plain markers.

RL/RS reported that the next phase of development at the cemetery is to build footpaths and they are planning to mark/stake out the footpaths prior to seeking quotations for the building work.

13 Traffic & Roads Reports and other Highways Matters
'The pinch' – traffic calming measures

CF sent an update on her site meeting with the Area Steward who will be reporting back on possible solutions in the near future.

The Clerk reported that OCC had offered to conduct a village walk accompanied by parish councillors to review the works outstanding in the village. It was agreed to defer this matter to the next meeting when the two new councillors would be in attendance.

14 Consultation : SHLAA letter from WODC

The Clerk was asked to advise WODC of Members' concern and severe reservations that the site marked 318 on the plan would constitute 'back land development'

15 Correspondence

WODC letter re Localism Forum on 4 July: CF and SC to attend
WODC letter re The Localism Act training session: 26 July: RS and HStJ to attend
The Chairman asked that attendees provide a formal report back to the PC.

16 Any Other Business (For Mention Only)

HStJ reported a number of sales boards round the village in inappropriate places and the Clerk was asked to contact Martin Cox, Estate agents to request their removal.

RS raised the matter of a professionally designed Parish Council letterhead for correspondence. The Clerk was asked to make enquires and report back.

The Clerk reported a request received from a resident wishing to place a memorial bench in the cemetery. RS advised that other similar requests had been received and the Clerk was asked to review the position before any decision was made.

Anne Sweetmore advised that she would no longer be reporting 'Parish Notes' to the Nor 'Lye News after the June meeting. The Clerk was asked to undertake this work with effect from 12 July.

Date and time of next meeting: Thursday 12 July 2012 at 7.30 pm.

The meeting closed at 8.40 pm.

Chairman Date