

MINUTES of the meeting of North Leigh Parish Council held via Zoom on Thursday 11th February 2021 at 7.30 pm.

Present: G. Matthews (Chairman), S. Cusick (Vice Chair), J. Nicholson (JN), A. Clements (AC), and K. Swann (KS), County Councillor Liam Walker (LW) and District Councillor H. St John (HSJ) (HSJ joined at agenda item 152/20)

Also present: Allison Leigh (Clerk) (AL)

144/20. Apologies for absence: Councillors D. Fettes (DF) and J. Minch (JM)

145/20. Declarations of interest: KS declared an interest in agenda item 156/20: Planning applications 20/03383/HHD and 20/03166/HHD.

146/20. Minutes of the meeting held 14th January 2021: The minutes of the meeting of the 14th January 2021 were approved and will be signed in due course.

147/20. Public Forum: No members of the public were in attendance.

148/20. District and County Councillor Reports:

Oxfordshire County Council (OCC) (Note: This information is as of the time of the meeting of the 11th February 2021)

LW reported that the 2021/22 OCC budget has been approved. There is £4M for adult social care. There is a 2.99% increase. LW reported there had been cuts in back office, travel expenses and recycling.

LW reported the vaccine roll out continues. The over 80s have mainly received their first jab. Over 90% of care home residents have received their jabs. The current plan is for local elections to take place on the 6th May 2021.

West Oxfordshire District Council (WODC)

HSJ was not at the meeting at this stage, but sent the following report:

The outcome of budget for the current year (to end of March 2021) will be not far off what was expected after all and likewise due to monies from central Govt coming in again (when we thought they would not be) next year means that the 2021/2022 budget will virtually balance as well assuming a small increase in Council Tax - however 2022/3 onwards the anticipated shortfalls will start mounting up and so we need to prepare for that over the intervening time.

149/20. Matters arising from the January meeting and not appearing elsewhere on the agenda:

It was noted that HSJ has said he will speak to Bellway and Bewley about bins at their sites.

AL reported she is in touch with local electricians regarding the installation of the defibrillator at KS' property.

150/20: Parish Councillor Vacancy: The council resolved to advertise for a councillor to fill the vacancy left by Carol Frost. AL will write an advertisement and circulate to the council.

151/20: Parish Councillor Roles: The council reviewed the roles and working groups. The following changes have been made to fill the void with the departure of Carol Frost:

- a. SC will take on the Cuckamus Green inspection.
- b. KS will join the Planning Working Group.
- c. AC will join the Human Resources Working Group.
- d. SC will be the NLPC representative for North Leigh Charities.

152/20: Communication:

Parish Council flyer/newsletter: The council discussed the recent draft of the initial flyer drop sent by KS. AL suggested adding some verbiage about the PC which she will e-mail to KS. KS asked for any feedback to be e-mailed to him.

Different ways of delivery were discussed, but a final decision has not been made.

HSJ joined the meeting at this stage.

153/20: 20mph Speed Limit: A discussion was had as to the 20s Plenty for Oxfordshire campaign. It was noted that Freeland and Hanborough are joining forces. LW noted if NL wanted to get more involved, it might be a useful to combine efforts with Hailey Parish Council. The council discussed possibly doing surveys first. LW noted that if speeds are less than 24mph, OCC would look at changing the speed limit, but if higher, they would not. There is a cost of approximately £3500 to change a speed limit, if authorised.

AC reported that average speeds are above 24mph with the exception of Park Road which may be less than 24mph. It was also noted that speeds on Windmill Road may be less than 24mph. It was noted that the areas with speed issues are East End, Common Road and New Yatt Road.

The council discussed surveys taking place after lockdown restrictions end.

HSJ noted that it would be useful for the speed limit to be reduced on the A4095 to 40mph from Common Road to Long Hanborough.

KS noted some signs near Buckland that he thought might be useful. LW will have a look at these. LW will also look at possible more repeater signs.

154/20: Bus Shelters:

JN circulated a document from OCC.

Following discussion the council decided to request OCC to offer detailed proposals:

* to install new flag posts at each bus stop (excluding Cuckamus Green (west) which was renewed last year)

*to attach timetable cases to the flag posts at Cuckamus Green (east) and Park Road (west)

*to install pairs of 2-bay cantilever shelters with side panels at Common Road and Park Road (Windmill Road) plus one 2-bay shelter at Park Road (east). (Five shelters in total)

* the cantilever shelters having integral timetable cases.

*to provide a separate concrete base at Cuckamus Green (east)

It was also agreed that the council would itself install a timber shelter at Cuckamus Green (east) matching the one on the Green.

It was noted that Ralph Green of OCC will place the concrete bases for all shelters. OCC does not do wooden shelters, so AL will get quotes for these. The council would like to use The Shed Man as it did for the shelter on Cuckamus Green and JN has contacted him.

155/20: Dog Fouling Signage: A discussion was had about dog fouling in the village and a question was raised about signage noting fines. HSJ noted there would be an issue with enforcement.

AL will ensure a note is on the website. KS will put this in the newsletter. AL will ask WODC about a sign.

156/20. Planning Applications:

<u>Planning number</u>	<u>Address</u>	<u>Proposal</u>	<u>North Leigh Parish Council Response</u>
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20/03383/HHD	Nab Cottage The Green East End	Removal of existing conservatory and construction of single storey rear extension	North Leigh Parish Council has no comments on this planning application.
20/03541/FUL	Lyndhill East End North Leigh	Construction of replacement 4 bed dwelling	North Leigh Parish Council has no comments on this planning application.
20/03166/HHD	New Inn Cottage East End North Leigh	First floor extension to main cottage and the construction of a detached double garage with additional living space above.	<p>North Leigh Parish Council (NLPC) has no comments to make on the extension to the main cottage.</p> <p>NLPC however OBJECTS to the proposals to include additional living space above the new garage. Whilst this is described as a playroom, NLPC is concerned that it may be converted into residential accommodation at some time in the future which would "unacceptably affect the environment of people living in the area" and is contrary to Policy H6.</p> <p>Should approval be granted, NLPC requires a condition to be attached which will prevent any future applications from doing so.</p>
20/03496/HHD	23 Common Road North Leigh	Two storey side and single storey rear extension along with changes to fenestration	North Leigh Parish Council has no comments on this planning application.
21/00092/HHD	Stone Cottage East End North Leigh	Erection of two storey extensions to front elevation	North Leigh Parish Council has no comments on this planning application.
20/02900/FUL	44 Common Road North Leigh	Demolition of existing residential property. The erection of 10 detached two storey	<p>North Leigh Parish Council received another consultation on this application on the 3rd February 2021.</p> <p>There was nothing that led to alter North Leigh Parish Council's</p>

		dwellings and construction of a new access onto Common Road, with associated garaging and parking, landscaping and all enabling works.	objections of the 22nd and 15th January 2021 so those objections still stand.
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HSJ has asked WODC if the council can receive planning decisions.

157/20. Open Spaces Report

- **Playgrounds:**

- It was noted that a working group will be meeting with play equipment companies for the Children's play area in the coming weeks.

- Children's Play Area report: SC reported that the play chips had been placed under the zip wire. She reported there is a holly bush by the zip wire. HSJ will remove it.

- Adventure Play Area report: There was nothing to report.

- **Cuckamus Green report:** SC reported all looks good at Cuckamus Green.

158/20. Cemetery/Churchyard

- **Activity:** AL reported there is to be a burial on the 18th February. She also reported that a father has been in touch regarding a child's grave in the children's area. There had been a plaque and a vase there which have sunk and the father would like to place a memorial stone. AL is in contact with him about this.

- AL reported she is working on updating with the Cemetery Regulations with AC.

159/20. Traffic/ Highway matters/Speedwatch: AC reported he had purchased speed signs.

160/20. Finance Report:

<u>Payments authorised</u>						
<u>Payee</u>	<u>Item</u>	<u>Cheque number</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>	<u>Date</u>
Staff Costs	Staff Costs	103073	510.12	0.00	510.12	28/02/2021
Allison Leigh	Clerk expenses	103074	58.52	0.67	59.19	11/02/2021
HMRC	PAYE	103075	19.60	0.00	19.60	11/02/2021
Andy Clements	Reimbursement for Speedwatch sig	103076	87.47	17.50	104.97	11/02/2021
Mr. R. Allsworth	Playchip purchaes and labour	103077	875.00	0.00	875.00	11/02/2021
Grundon	Cemetery bin emptying	Direct Debit	41.90	8.38	50.28	31/12/2021
Grundon	Cemetery bin emptying	Direct Debit	43.81	8.76	52.57	31/01/2021
OALC	Finance for councillors training - K. Swann	103078	50.00	10.00	60.00	11/02/2021
Land Registry	Registering Cuckamus Green	103079	30.00	0.00	30.00	11/02/2021
<u>Receipts</u>						
<u>From</u>	<u>Item</u>		<u>Amount</u>		<u>Total</u>	<u>Date</u>
Peter Smith and Son	Ashes interment and exclusive rights		500.00		500.00	07/01/2021

Bank reconciliation

Cash in Hand 1/4/20	58780.01
Add total receipts as of 31/01/2021	45379.12
Subtract Total payments as of 31/01/2021	23099.26
Cash in Hand 31/1/2021	81059.87
*****	*****
Community Account balance 31/1/2021	24078.86
Business Money Manager Account Balance 31/11/2021	58169.62
Less unrepresented cheques:	
Cheque 103052	60.00
Cheque 103053	60.00
Cheque 103054	60.00
Cheque 103062	60.00
Cheque 103065	509.92
Cheque 103066	36.00
Cheque 103067	158.51
cheque 103069	100.00
Cheque 103070	144.18
Total	1188.61
Plus unrepresented receipts	0.00
Adjusted Bank Balance	81059.87

- **Internal Auditor:** The council reviewed the quotes received for its 2020/21 internal audit. The council resolved to proceed with IAC.
- **Budget against spend:** The council reviewed the budget against spend and had no comments.

161/20. Items for Website: The council discussed the following items for the website:

- Dog fouling
- Sewer issue at Green Lane: issue caused by wet wipes, etc.

162/20. Correspondence: The following correspondence was reviewed:

<u>Content</u>	<u>Date Sent to the Council</u>	<u>Discussion</u>
Tree at Windmill Heights	10/2/2021	AL noted that a resident has not happy with the works done on a tree by Windmill Heights. AL will review what was asked of the tree surgeon to see if what was asked is what was carried out.
Regarding a consultation until the 6 th March on the Definitive Map Modification Order (DMMO) between footpath 31 and Drakes Lane	8/2/2021	The council is happy with this DMMO and has no comments.
Public path between 99-101 Park Road <ul style="list-style-type: none"> • Concern about mud, overgrowth and barbed wire 	4/2/2021	AL will look into the issue of barbed wire with OCC and see what can be done. The issue of mud is a countrywide issue at the moment.
Windmill	3/2/2021	The council received an e-mail about the works on the windmill. The council responded that their comments and concerns have been noted and should an application be made, they can make representations to WODC.
Regarding salt bins	27/1/2021	The council will look into a salt bin at the Bellway and Bewley sites.
Regarding work to be done in Quicken Copse	25/1/2021	HSJ has spoken to the contractor and property owner.

Regarding a self-guided nature trail in North Leigh Common	20/1/2021	The council has informed the individual that WODC owns North Leigh Common.
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163/20. Matters for report: AC raised the issue of a meeting regarding the prospect of a Neighbourhood Plan. This will be on the March agenda.

Date and time of next meeting: Thursday, 11th March 2021

The meeting closed at 9:40pm.