

MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall Youth Centre on Thursday 13 December at 7.30 pm.

Present: R. Soper (in the Chair), R Langley, D Gough, I. Hogg, H.StJohn and C.Frost.

In attendance: Lynda Scott, Clerk to the Council

1 Apologies for absence: B. Norton, S.Cusick and G.Matthews

2 Declarations of interest: none

3 Minutes

Resolved that the Minutes of the Meeting held on the 8 November be approved as a true and correct record.

4 Matters Arising

(i) Adventure Playground

The Clerk confirmed that the trim trail had been removed.

(ii) Local Plan

The Clerk reported that no comments had been received from Members.

HStJ advised that Council need to be vigilant re the North Witney Consortium in terms of the potential traffic impact of proposed developments.

(iii) NL Windmill, Windmill House and land adjoining

No further information

(iv) The future of North Leigh Library

CF read a letter she had received from Judith Wardle concerning consultation between OCC and the Council and the Council's position with regard to providing financial support to maintain local library services.

The Clerk confirmed that there had been no communication with OCC and that the Council's position regarding potential financial support remained unchanged from Minute 12 and 13.3 of its meeting of 8 December 2011.

CF to speak to Judith Wardle.

The Chairman asked that CC Louise Chapman be requested to attend the next meeting to provide an update on the current position of OCC regarding county library services.

(v) Broadband Upgrading

The Clerk reported that Greg Matthews had agreed to be the Council's 'Broadband Champion' in respect of OCC's Faster Rural Broadband initiative. HSt J suggested that GM invite Gigaclear and STL to present their systems to Council.

(vi) Emergency plan

RS reported that the Sub Committee was finalising its proposals and is placing a notice in the Nor 'Lye news seeking volunteers to assist with the storage and distribution of salt/grit in times of need. No further information.

(vii) Notice Boards: refurbishment

The Clerk reported a quotation from Mr Kerpache for £200. Members agreed to ask him to do the work.

(viii) NL Website

The Clerk read GM's report.

□ The domain name registration is currently paid for up to March 2014 at which time renewal should be trivial ~£10-30.

□ Transfer of domain from Anne Sweetmore:

This is the transfer of contact information registered on the internet. Not actually required at

this time. Could wait until domain is up for renewal in 2014. Cost unknown.

- Hosting:
New hosting arrangement for new website. This will run in parallel with existing account on Easyspace until the website is in production. Existing site is good for one more year (costs may not yet have been claimed from the council but believed to be £20). New hosting arrangement will be in the vicinity of £5/month but this will probably be paid annually, therefore £60-£100.
- Other costs/savings:
we currently buy additional hosting of content from WODC. This is /awful/ and costs £50/year. Once new system is in production I suggest we cancel this.
- Design/Theme:
possible one-off costs to buy website design and theming: in the range of £100-200. This is not absolutely necessary but would speed up the initial deployment from say 6 months to 1-2 months.

(ix) Neighbourhood Development Plan

The Chairman confirmed that, at the special meeting held on 22 November, it had been agreed to defer a decision on a village NDP pending consultation with residents in the New Year.

6 Thames Valley Police Report

No local matters to report.

7 Planning Decisions:

The following applications were granted:

Single storey extension at 59 Park Road

Conversion of extension to self contained accommodation

8 Planning Applications & Correspondence:

Rear extension/loft conversion at 41 Park Road: no comments/objections

Unauthorised storage of metal containers in field: Entrance to New Yatt Business Centre;
A planning contravention notice was issued on 12 December

9 Finance

9.1 The following accounts were approved for payment:

Cheque no	Description	Supplier	Net	Vat	IPT	Admin Fee	Total
102153	Cuckamus Green May-Oct.	David Green	144.00				144.00
102154	Windmill Heights June-Oct	David Green	260.00				260.00
102155	Adventure playground cleaning November	WODC	99.92	19.98			119.90
102156	PAYE Jan 2013	HMRC	89.13				89.13
102157	Home Allowance/computer serv.	L Scott	52.00				52.00
102158	Removal of trim trail	R Allsworth	1250.00				1250.00
102160	Donation/Badminton club	Candy Kerpache	50.00				50.00

102159	Grass/hedge cutting	NPJ Green	288.00	288.00
SO	Clerk's salary Dec	Lynda Scott	358.60	358.60

9.2 Budget Setting 2013/14

Members discussed spend against cost centres in 2012, projected expenditure to March 2013 and commitments for the forthcoming financial year and confirmed the budget for 2013/14 as £43546.

The breakdown by cost centre is:

	£
Open spaces	6000
Play areas	1000
Cemetery and Churchyard	13500
General administration	9486
S 137 payments	350
PWLB	11,000
Youth Centre	1100
West Oxon, CAB	110
Emergency Plan	1000

NOTE: A decision regarding the Clerk's salary was deferred to the next meeting.

It was proposed by RS and seconded by RL that:

- The Council set a precept of £30.000 for 2013/14 with the additional spend of £13546 being taken from balances.
- That the level of balances would enable the Council to consider financial assistance to the village library if this becomes necessary.

This was unanimously agreed by all members present.

10 Open Spaces

10.1 Reports:

Report received from IH re Adventure Playground and the Children's Play area.

11 Cemetery/ Churchyard Reports

11.1 New cemetery Layout

RL reported that he had put the work out to tender and had received four prices:

£12807

£10684

£11600

£6000 – R Allsworth

It was agreed that Mr R Allsworth be awarded the work

11.2 Cemetery and Churchyard Waste bins

HStJ suggested that a sign be placed on the bin for Green waste. HStJ to format and RL will laminate.

11.3 Unsafe Headstones: Churchyard

Clerk reported that she had received a quotation from Banbury Memorials for the reinstallation of the headstones. HStJ said that he did not consider it appropriate that the PC should pay for this work. Following lengthy discussion and a vote, **it was resolved** that the Council would undertake the work and the Clerk was asked to obtain a second quotation.

12 Traffic & Roads Reports and other Highways Matters

12.1 Occupation Lane

GM reported a request from Hailey PC for support in its efforts to open Occupation Lane as a right of way. The Clerk to Hailey PC will provide more information. No information to date: Dec

13 Consultation: West Oxfordshire Planning Policy consultation

See item 4(ii) above.

14 Correspondence

Requests for financial support received from CAB and Volunteer Link Up. Members agreed to make a donation of £110 to the CAB and £50 to Volunteer Link Up. CF expressed an interest in the request from Volunteer Link Up.

15 Any Other Business

RL asked the Clerk to find out where the gravediggers were leaving the reservation markers in the cemetery.

Date and time of next meeting: Thursday 10 January 2013 at 7.30 pm.

The meeting closed at 9.45 pm.

Chairman Date