

MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 8th March 2018 at 7.30 pm.

Present: G. Matthews (Chair), S. Cusick (Vice Chair) (SC), C. Frost (CF), I. Hogg (IH), J. Nicholson (JN), Andy Clements (AC), Harry St John (Parish and District Councillor) (HSJ) and L. Walker (County Councillor) (LW) (arrived late)

In attendance: Allison Leigh (Clerk) (AL)

175/17. Apologies for absence: D. Fettes (DF), P. Lawrence (PL)

176/17. Declarations of interest: GM declared an interest in an item of correspondence.

177/17. Minutes of meeting held on 8th February 2018: The minutes were approved and signed.

178/17. Public Forum: Rachel Livingstone (RL) was in attendance to discuss lost Rights of Way. She reported that 2 Definitive Map Modification Orders (DMMO's) have been submitted with Oxfordshire County Council for restricted byways: Bridewell Farm to Shaken Oak Farm and another from just past Field Farm to Wilcote Road. There are another three or four lost ways that are being looked at. The DMMO submitted for Occupation Lane to add the Public Bridleway to the Definitive Map is being processed by OCC.

RL asked if anyone knows who owns the triangular bit of NL Common by Boddington Lane. She has researched this and not found any landowners. No councillors were aware either.

179/17. District and County Councillors Report:

WODC

HSJ reported that there is a District Council meeting next week. It is hoped that the Local Plan will be adopted in May/June. The final consultation process ends 9/4/18. In due course, if the plan is adopted as expected, this will mean the North Witney development is in the adopted plan.

HSJ mentioned that some other villages are doing Neighbourhood Plans and there are others doing Village Design Statements. HSJ will research to learn more about Village Design Statements.

HSJ sent comments to the Planning Committee for Bellway planning application which goes to committee on 12/3/18.

HSJ reported on the Oxfordshire Growth plan. All Oxfordshire councils involved will work together to prepare a joint spatial strategy by 2021. The draft has to go through an examination process

HSJ reported that he has researched bin stickers with a speed limit on them. They cost £60 for 30-40 stickers. HSJ will double check the cost.

HSJ reported on a pollution incident involving fuel oil on Church Road. The county has fixed it. The Environmental Agency checked on it and said it is a minor incident. Thames Water think there is a water leak in the vicinity.

HSJ reported that during the snow incident on the 2nd March he spread salt on every junction in North Leigh.

See Attachment 1 from Cllr Ian Hudspeth.

OCC

LW had not arrived at this point in the meeting.

180/17. Thames Valley Police Report: HSJ reported that a NAG meeting will be coming up soon.

- **Neighbourhood Watch:** HSJ reported that Helen Keen of Thames Valley Police (TVP) had suggested this. It was decided that enough residents are on the TVP alert system, so the village would keep to this for the moment.

181/17. Neighbourhood Plan: It was discussed that as the Spring weather comes in, the council will look to do an event to present this idea to residents.

182/17. Spring Clean: CF reported that the Village Spring Clean will take place on Sunday 13/5/18 from 11am – 1pm. Participants will meet in the Memorial Hall at 10:50am.

183/17. General Data Protection Regulation (GDPR): AL reported that the new GDPR is coming into effect at the end of May. She indicated she has not been able to get onto a training course as they've been full. If another course comes up, she will take it.

ACTION: AL to attempt to do a data audit based on the information send from NALC and send to OALC to see if they can advise any further.

184/17. Library: CF reported she went to the opening of the Oxford city library. IH, CF and AC will be attending a meeting at the North Leigh Library on 20/3/18 to discuss a Friends of the Library group.

ACTION: AL to confirm attendance with Graham White.

185/17. Planning Applications:

- **Bellway 17/02463/RES:** It was reported that the Bellway application will go to Planning committee on Monday 12/3/18.
- As mentioned in minute reference 179/17 HSJ to get comments on the Gladman application to AL to send to WODC
- **Parish Council planning process/policy:** The way in which the council goes about reviewing planning applications was discussed.

Currently the working group consists of: SC, JN, CF, DF and HSJ. The group reviews all applications and sends comments to AL. All applications are put on the agenda prior to the council submitting its comments to WODC. The working group puts forth its recommendation of response to the council and the council makes a decision. From there AL submits a response to WODC.

It was resolved that this process will remain.

An issue was raised with regards to the new e-planning system WODC has which will eliminate hard copies of applications being sent to councils. The council feel this is not helpful.

ACTION: AL to find out from Phil Shaw when the e-planning comes into effect.

HSJ reported that Curbridge and Lew are working on a Village Design Statement.

186/17. Open Spaces Report

- **Adventure Playground lease:** AL reported she has received the Tenancy at Will from the legal team of West Oxfordshire and Cotswold District Councils. The council agreed to move forward with this document.

ACTION: AL to contact West Oxfordshire and Cotswold District Councils to proceed.

- **School Playground lease:** AL reported she has an e-mail in to Gavin Clark of Pellmans to see if we can utilise them on the next steps.

ACTION: AL to follow up with Pellmans regarding this.

- **Playground inspection/reports:** No inspections were given.
- **Cuckamus Green report:** CF reported all was fine with Cuckamus Green.
- **Noticeboards:** AL reported she has not yet contacted companies for pricing, but has several names to contact. It was indicated that perhaps section 106 monies could be used toward these.
- **Grass cutting contracts:** AL reported a working group consisting of GM, AC and CF with AL as an administrator had met. AL presented a comparative document with the recommended contractors. The council agreed to this. The contractors agreed are:

NPJ Green: Children's Play Area on Park Road and Public Seat on Church Road

David Green: Cuckamus Green

Andrew Brock: Windmill Heights

BGG Garden and Tree Care: Adventure Playground, Churchyard and Cemetery

- **Rose beds:** It was decided to leave the rose beds as they are for now.

It was discussed that perhaps a representative of the Nor'Lye News could come to the April meeting and/or have an informal meeting with CF to review village advertising/communication.

187/17. Finance:

Payments to be authorised

<u>Payee</u>	<u>Item</u>	<u>Cheque number</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>	<u>Date</u>
Allison Leigh	Clerk Salary	102789	440.76	0	440.76	31/3/18
Allison Leigh	Mileage and expenses	102790	69.46	.92	70.38	8/3/18
WODC	Adventure playground cleaning	102791	110.06	22.01	132.07	8/3/18
NLYP	Room hire	102792	20.00	0	20.00	8/3/19
OALC	Subscription	102793	304.18	60.84	365.02	28/2/18
Greg Matthews	Web hosting and .org transfer	102794	160.12	32.02	192.12	8/3/18
Oxfordshire Association for the Blind	Donation	102795	50.00	0	50.00	8/3/18

Receipts since last meeting

<u>Payee</u>	<u>Item</u>	<u>Amount</u>	<u>Date</u>
Mr and Mrs O'Grady	O'Grady – Exclusive Rights of Burial	200.00	20/2/18

Account Balances as of 28/2/18

Community Account
GB50MIDL40470760614815 £14,191.36

Business Money Manager
GB34MIDL40470771294318 £45,419.84

Reconciled accounts as of 28/2/18 £59,150.64

- **Year-end/audit process update:** AL reported that the new external auditor, Moore Stephens, had been in touch and will be sending information shortly. IH asked if AL and PL would get together to review finances as the council would like to see more budget against expenditure. AL confirmed that with the changeover of clerks last year, there hadn't been a documented budget. She reported that as there

is a documented budget for 2018/9, she can put the figures into Scribe for easier comparison and regular reporting.

188/17. Cemetery/ Churchyard:

- **Activity:** AL reported there is a burial to take place on 16/3/18.

189/17. Traffic/Highways Matters/Speedwatch

AC reported that more Speedwatch events will be coming up. The issue of insuring those involved with Speedwatch arose.

ACTION: AL to check with insurers with regards to those involved with Speedwatch.

190/17. Correspondence:

- Local airspace development consultation notice: This was discussed, but no actions arose out of it.
- HSJ reported he had had an e-mail from Pat Brown of the North Leigh Youth Project enquiring about the grant.

ACTION: AL to contact Pat Brown to confirm donation

- A correspondence was received regarding a planning application made in 2008 for the Homestead. The council asked that this be referred to WODC.

ACTION: AL to respond to the e-mail with the above response.

- **OCC** – LW gave his report at this point in the agenda. LW indicated the salt provided in the village is for the entire village and not just for the section in which a particular grit bin is placed.

LW indicated that Thames Water is going to fix a pothole on Park Road.

LW reported he will be setting up a meeting with the Headteacher regarding the school car parking situation.

LW reported Bellway has removed some trees and is looking into this matter.

191/17. Matters for report: To raise matters for discussion without decision or items for next meeting:

ACTION: AL to look into a date in May for the Annual Parish Meeting followed by the Annual General Meeting.

It was reported that Gigaclear may be on course for providing some broadband to parts of the parish.

Date and time of next meeting: Thursday 12th April 2018 at 7.30 pm.

The meeting closed at 9:50pm.

Chairman

Date

ATTACHMENT 1

OCC BUDGET 2018/19

OCC agreed its budget at a Full Council meeting on 13 February following a five-hour meeting of all 63 county councillors. Council Tax will rise by 5.99%, the maximum amount allowed without a referendum. Key points include:

- Finances are sound compared to other councils, with difficult decisions having already been taken
- The Council Tax rise will deliver extra money for adults and children's social care
- Proposal to extend £500,000 contribution for homelessness for an extra year in 2019/20
- 10-year programme to improve transport network and release more money for road maintenance
- £15,000 for each of the 63 county councillors to spend on local priorities in their area

GROWTH DEAL

The Growth Deal has now been agreed by the six councils, this will bring an initial £150 million of infrastructure funds into Oxfordshire along with £60 million to deliver affordable homes and £5million to develop a Joint Statutory Strategic Plan. This additional £215m of investment over the next five years will support the delivery of new homes and boost economic productivity across the county.

OCC STEPS UP POTHOLE WORK AS WINTER HITS THE ROADS

Repeated cycles of ice, thaws and snow created the worst possible weather conditions for roads over the last few months leading to a rise in reports on Fix My Street from 3,000 pre-Christmas to 7,000 during January. OCC has drafted in more staff to carry out inspections and contractors Skanska are sending out more teams to carry out repairs. An additional Dragon-Patcher is now in action on the road network travelling round on an 'inspect and fix' basis on the rural network. There is also good news in the form of almost £1m in extra funding from the Department for Transport in recognition of damage done to the roads by bad weather. This money will be spent on road patching later this year as that will give longer lasting benefits and better value for money. Defects that make roads hazardous will be dealt with within 24 hours as usual. Remember, if a defect has paint markings around it then it has already been scheduled for repair and does not need a new report.

OXFORDSHIRE'S LIBRARIES ARE THRIVING – NOT JUST SURVIVING

Libraries Minister Michael Ellis MP attended the official opening of Oxfordshire County Library in February. The newly refitted facility welcomed more than 100 guests including staff, volunteers and community groups who have helped ensure the county's 43 branches have a bright future.

Mr Ellis toured the library and spoke with staff and volunteers about its transformation and wider network of Oxfordshire branches. He said: *"This is a wonderful example of a library that is an integral part of the community. We want to see libraries thrive - not just survive - and this is an example of a library that is clearly thriving. This is a classic example of how to do it and protect our libraries, and they are still greatly valued by many people."*

CARE QUALITY COMMISSION (CQC) REVIEW IN OXFORDSHIRE

The Care Quality Commission (CQC) visited Oxfordshire in November 2017 to carry out one of 20 targeted reviews taking place in England. The CQC report, published on Monday 12 February says: *"People were treated with kindness when they moved between health and social care services. Frontline staff were dedicated and provided person centred care, going the extra mile for people they cared for."* Across all areas of health and social care, an above-average proportion of services achieve a 'good' or 'outstanding' CQC rating in Oxfordshire, compared to the national average. However, there remain significant challenges to join up services across organisations in Oxfordshire. The final report has provided areas of action for senior managers in the NHS, social care and other bodies to act upon to make the whole health and care system work better. All of the CQC's recommendations for actions have been agreed by the five organisations involved which are:

- Oxfordshire County Council (local authority)
- Oxford Health NHS Foundation Trust (OHFT)
- Oxfordshire Clinical Commissioning Group (OCCG)
- Oxford University Hospitals NHS Foundation Trust (OUHFT)
- South Central Ambulance Service NHS Foundation Trust (SCAS)

CQC inspectors found the problems of recruiting care staff in Oxfordshire were holding back improvement. Incompatible computer systems also hampered integration of services. The inspectors did find that Oxfordshire had made progress in tackling 'delayed transfers of care'. Health and social care leaders from the five organisations involved in the inspection have already met with the CQC to develop an action plan. The key points of the action plan are:

- Making services more local by using a 'place-based' approach to design and delivery of care
- Improving information available to people who fund their own care so they can get the support they need more quickly
- Investing more in recruitment and retention of care staff so more care packages can be delivered, particularly for older people.

PLASTIC POLLUTION IN OXFORDSHIRE

Residents in Oxfordshire have been amongst the best at recycling (including plastics) and composting for a few years now, and the countywide recycling rate is around 60%, one of the best in the country. However, the ambition is to do better. Plastic is a topical target. The OCC Recycling Team has put together top tips to kick the plastic habit:

- Remember your reusable bags when shopping.

- Invest in a reusable water bottle (stainless steel bottles are more sustainable than plastic)
- For takeaway coffee, use a reusable mug. Collapsible ones that fit easily in a bag are obtainable, or there are ones made from bamboo to avoid more plastic. (Disposable coffee cups are lined with plastic and hard to recycle.)
- Look for products with less packaging, or no packaging, such as fruit or vegetables.
- Buy concentrated products and refill packs instead of fully packaged products, such as fabric conditioner, washing powders and some beauty products.
- Recycle the packaging where possible. While 90% of packaging is recycled in the kitchens, only 50% is being recycled in the bathroom. Shampoo, conditioner, make up, hand wash and cleaning product bottles can all be recycled (pump trigger must be removed).
- Buy larger or economy sizes of goods such as breakfast cereal, tomato ketchup, toilet rolls and soap powder. This saves money and creates less packaging in the long run.

All the councils in Oxfordshire are working together to seek views on reducing waste and increasing recycling. Respond to the consultation here: www.recycleforoxfordshire.org.uk

Cllr Ian Hudspeth