

**MINUTES of the meeting of North Leigh Parish Council held in the Turner Hall on
Thursday 14 April 2011 at 7 pm.**

Present: Cllrs. St John (in the Chair), Crew, Cusick, Fletcher, Gough, Norton, Langley, Frost

In attendance: Lynda Scott, Clerk to the Council; Mr P Power

1 Apologies for absence: Cllr. Soper

2 Declarations of interest: None

3 MINUTES

Resolved that the Minutes of the Meeting held on the 10th March 2011, previously circulated, be taken as read and approved as a true and correct record.

4 MATTERS ARISING

Appointment of Parish Clerk

The Chairman reported that there had been eight or nine applications for the post and five were shortlisted for interview. Interviews were undertaken by Cllrs, Frost, Soper and St.John and Lynda Scott had been appointed.

The Chairman advised that a draft contract of employment had been drawn up and it was agreed that this should be signed by the Chairman and Vice-Chairman.

Cllr. Norton proposed a vote of thanks to the sub-committee for their work and Cllr. Frost reported that the unsuccessful candidates had appreciated the feedback given to them. Cllr. Norton reminded Members that Clerks' salaries were to be subject to PAYE at source from April 2011.

5 PUBLIC SESSION

Mr Rodway attended to put forward his objections to a planning application at his neighbour's property in Perrot Close. It was agreed that the issue be addressed under item 8.

6 THAMES VALLEY POLICE REPORT

The Chairman reported on a recent NAG meeting that he had attended where nothing specific had been discussed concerning North Leigh.

Cllr. Norton advised that a recent TV Police web site report had highlighted anti social behaviour and criminal damage at the Memorial Hall and reported that the Police had spoken to a number of youths.

7 PLANNING DECISIONS: none received

8 PLANNING APPLICATIONS & CORRESPONDENCE

8.1 Planning Applications

- (i) An application relating to 47 Perrott Close: erection of a conservatory to the side elevation.
- (ii) Two letters of objection received concerning the proposed development at 47 Perrott Close (Mr and Mrs Rodway and W and H Taylor)
- (iii) Mr Rodway presented his objections to Members.

Following lengthy consideration and discussion of the application, and mindful of the objections received, it was resolved that the Clerk write to WODC objecting to the application and requesting a site visit by the Planning Officer, prior to a decision being made. Members' expressed concern that the plan does not properly represent the neighbouring property and the potential impact upon it, and that the key issues underpinning the objection were:

- Privacy/proximity
- Surface water drainage
- Light pollution

8.2 Working Group Report

The Clerk reported that the group had dealt with:

- (i) An application relating 1 Hazeldene Close: erection of rear conservatory and detached garage/carport; conversion of existing garage for additional living accommodation. No objections.

9 FINANCE

9.1 Accounts for Payment

It was **resolved** that the items set out in the attached list be paid. It was noted that some invoices were very late in being submitted for payment and the Clerk was asked to write to contractors requesting monthly invoices in future

9.2 Finance Report

Bank statements and reconciliation reports for March were tabled by the Clerk for inspection – all found to be in order.

9.3 Grant to North Leigh Youth project

The Youth Project's letter of application and statement of accounts were discussed and it was agreed that the Parish Council would award a grant of £1100.

9.4 Internal audit review and risk assessment

Mr Power provided a brief overview of the scope of the internal and external audits and reported that the Parish Council's governance processes had been audited as robust in the past. He reminded Members of the need for 5 yearly professional inspections of the Churchyard and Cemetery and advised that this will be due next year.

Following discussion, it was agreed that the Chairman and Clerk would meet to review audit/risk assessment procedures and report back to the next

meeting.

Members expressed some concern regarding the Council's obligations regarding its contractors and their third party liability insurance cover. The Clerk was asked to contact contractors to ask them to provide evidence of their insurance cover.

10 OPEN SPACES REPORTS and RENEWAL OF PLAY AREA LEASE

Play Area lease

The Chairman said that he was still waiting to hear from the County Council's agent regarding renewal of the lease.

Cllr. Frost reported that children had been seen playing on the flat roof of the pump house adjacent to the Play area and expressed her concern for their safety and the Parish Council's liability, should there be an accident. Given that the building/land belongs to OCC, it was agreed that the Clerk should write to OCC regarding the matter

Tree Survey

Members discussed correspondence from WODC inviting Parishes to nominate trees to be surveyed for maintenance at no cost. It was agreed that the Clerk write to WODC submitting the following trees/areas for survey:

- Trees in the Children's Playground
- Trees in the Adventure playground area
- Hedges/trees at Windmill heights open space
- Trees on the A4095 from the pump house to Park Road junction

11 TRAFFIC & ROADS REPORTS

Snow clearing plan

Members continue to complain about the lack of action by OCC in dealing with the filling of salt bins. An OCC paper setting out recommended action by Parish Councils to set up their own plans to deal with bad weather was discussed by Members. It was agreed that the issue of the salt bins be deferred for the present and that a further letter to OCC be sent on 1 October requesting action by 1 November, for them to be filled in readiness for winter.

The Chairman reported that OCC would be meeting with the NFU and CLA to consider a co-ordinated approach.

Other matters

Cllr. Langley raised concern and frustration with the poor condition of local roads and the 'patch repairs' to potholes undertaken by OCC. The Chairman will write to CC Ian Hudspeth concerning the matter.

Cllr. Frost raised the issue of increased traffic from Eynsham Hall crossing the main road and travelling at speed through the village.

Cllr. Norton raised the issue of the hedge alongside the new houses and the loss of view for drivers in Park Road when approaching the bend by the garden centre. The hedge

encroaches onto the highway and, when grown, will obscure the view across the bend. OCC have confirmed that the hedge must be moved back and must not be allowed to grow to a height of more than 0.9 of a metre

12 CEMETERY/ CHURCHYARD REPORTS

The Chairman updated on the need to clean the cemetery/Turner Hall car parks and agreed to contact a contractor to progress the work. It was noted that the PCC was looking for a contractor to deal with the work and was willing to share the cost with the Parish Council – **resolved** to accept this arrangement but separate invoices to be sent to each party.

The Chairman updated on the repairs to the side gate and repainting of the main gates to the churchyard and undertook to approach Les Lock and Adolpho Kerpache re the work.

Mr Power advised that the new Clerk will need to become the official signatory for official burial records/documentation and that the Council's insurance company need to be informed. Clerk to action.

13 POSSIBLE CLOSURE OF NORTH LEIGH PUBLIC LIBRARY

The Chairman reported on a letter received from OCC advising that a final decision on the future of the Oxfordshire libraries service has not yet been made and that the County Council has allocated a further £300,000 to assist considerations. The County Council is rethinking its strategy and will put forward new proposals for consultation in mid May.

14 COMMUNITY TRANSPORT SCHEMES – SHARE A TAXI

The Chairman asked that this item be deferred to the next Council meeting.

15 CONSULTATION

Proposal for the transfer of properties in Wilcote to the Parish of Ramsden –

Members were strongly opposed to this proposal; Cllr Frost reported that she had been unable to find anything of historical significance that would support the objection. It was resolved that a further letter of objection be sent.

16 CORRESPONDENCE - two promotional items for the Nor' Lye News

17 ANY OTHER BUSINESS (FOR MENTION ONLY)

Cllr. Crew reported an approach from Peter Walker seeking support for a British Legion fundraising event on 10 June. Members suggested expressions of interest would best be secured through the Nor' Lye News. Cllr Crew will ask Peter Walker to discuss with the Chairman.

Cllr Frost raised the question of the Parish Council meeting venue, suggesting that the Memorial Hall rather than the Turner Hall would be most appropriate. It was agreed to defer discussion of this item to the next meeting.

Cllr Gough reported that the footpath from Chapel Lane, in a north easterly direction to the allotments, had become a quagmire of mud and sewage and should be closed. Clerk to

contact the County Footpaths' Officer to request closure.

18 DATE and TIME OF NEXT MEETING Thursday 12 May 2011 at 7 pm.

The meeting closed at 9.20 pm.

Chairman.....

Date2011