

SWALCLIFFE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING OF 9TH SEPTEMBER 2014 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

Councillors Present

Mick Foley (MF), Vice-Chairman
Jenny Bell (JB)
Ben Benson (BB)
Lizzie Melvin (LM)
Victoria Taylor (VT)
Charlotte Watkins (CW), arrived late
Christine Coles, Parish Clerk (CC) and one villager

1. Apologies

Cllr Morgan

2. Declarations of Interest

MF declared an interest as he rents a garage.

LM declared an interest in the payment to Gerry Melvin (item 7).

3. Minutes of last Parish Council meeting held on 12th August 2014

The following amendments were made.

Item 4, line 6 (Action point) deleted as not discussed at meeting.

Item 9, first paragraph first four lines to now read:

BB was absent and on behalf of him MF advised that BB has got two quotes to resolve the awful state of the garage area. There is a small area in front of Gillian Brookes garage which has concrete, the other area has a mixture of stone and gravel and the run up to the area has tarmac. Over a period of time, the area has moved. The least expensive option would be to carry on and fill the area with stone when needed.

The minutes were then approved and signed.

4. Open Forum

Mrs Salter asked if there was an update on the sign outside the Barn which is old and out of date. The Clerk advised that she had contacted Woodstock Museum who are responsible for the Barn but they had not returned her call. She would try and speak to them again.

Mrs Salter reported dog walkers in Park Lane who are not clearing up after their dogs. This type of offence can be reported to the Dog Warden at Cherwell District Council who will prosecute if they catch anyone. The councillors agreed for the Clerk to get prices for four dog bins. A notice to be put in the Link asking villagers to suggest where the bins should be sited. Once positions are agreed, the Parish Council will contact OCC to check for underground services.

Action: BB to put a note on Facebook. The Clerk to ask CDC how much collections would cost.

5. To receive a brief update from everyone on their key area and progress/assistance required

Parish Pit Lease - LM has looked at some of the old paperwork and the parish definitely own the whole area which is classed as the parish pit. If the Parish Council sign the lease and pay a rental fee, the whole claim changes. MF asked if there is a period of time that the Parish Council have to decide whether to sign the lease or put into dispute. LM advised it does not have to be signed by a certain time.

The Parish Pit is the whole area including the pit, the village hall and the garage area. Ownership needs to be sorted out for the whole area.

Gravel area in front of garages - BB advised that the cheapest option at present is to put stone in and roll the area. The second alternative is to scrape the area where traffic is highest and re lay. This is a longer alternative and may cost between £300-£500. This work should last 18 months to 2 years. The run up to the area also requires patching.

Action: BB to get three quotes for the work.

Highways meeting with OCC - BB met Maurice Sheehan (MS) of OCC Highways to discuss road issues in the village. They looked at the drainage problems and manhole covers on the high side of the camber in Park Lane. This has been referred on. There are potholes at the end of Park Lane and top of Bakers Lane. There is a drain by Forge Cottage which fills with gravel and is unblocked by residents. There is a tripping hazard outside Forge Cottage and the Swallows. All of these issues to be reported to Fix My Street as OCC are required to acknowledge and fix any problems within 28 days. BB and MS walked past the village hall parking area and MS advised that a clear kerb should have been put in to define the stone area and the road. BB to get a quote for a kerb to be put in. A discussion took place about big stones which are put on drives and highways land. These are illegal. A note to be put in the Link. BB asked MS about the additional post for the Sibford end of the village. He will get a price and the Parish Council will ask Cllr George Reynolds if he can use his grant fund.

Village mowing - BB has asked OCC for a timetable of when they cut the village.

Parish Plan - JB has contacted a resident of Sibford Gower who helped with their parish plan and is waiting to hear from him about coming to a future meeting. JB had circulated a sample flyer and insert for the Link. The proposed launch date is Tuesday 4th November. ORCC will provide a grant and it was agreed for VT to supply drinks and nibbles at a cost of £250.00.

Action: JB to forward the ORCC grant form to the Clerk. JB to forward the flyer to BB to put on Facebook. CC to book the village hall.

Community Speedwatch - VT has spoken to Cassie. Contact has been made with PCSO Angie Alford about restarting Speedwatch. VT to attend a meeting and report back to the Parish Council.

Village Hall Committee - The next village hall meeting is on 25th September. The minutes of the last meeting were passed to VT.

Shrub for Wellhead - CW suggested that a trough of flowers is put here instead of a single shrub.

Missing stone in the Church Wall - CW has emailed the Parochial Church Council as the matter is their responsibility. CW to contact Judy Byrne or Duncan Cuthbert.

Welcome to Swalcliffe Leaflet - MF has met with Carol Moir about a new leaflet. Carol Moir has also produced an introduction letter for new residents which was passed around at the meeting.

Action: MF to find the best plan for printing the brochure.

6. To discuss overhanging vegetation along the Main Road

There are various properties that have overhanging vegetation onto public footpaths. It was agreed that councillors would speak to some residents.

Action: LM to speak to The Manor. A general note to be put in the Link about overhanging vegetation being cut back and that highway land is 1 metre from the road.

7. **Finance Report**

Bank balances are as follows:

Current account £7722.55

Deposit account £16,790.12

Betty Panks Account £4664.22

The following payments were approved:-

- £159.90 to Miss T Catering (refreshments for Annual Parish Meeting)
- £170.00 to Gerry Melvin (grass cutting)

To approve and accept the Annual Return 2013/14

The Annual Return has been signed off by the External Auditor and there were no issues arising. The Annual Return was approved and accepted by the Parish Council. The appropriate notices have been displayed on the notice-board.

8. **Planning**

Two new applications had been received by the council:-

- 14/00272/TCA, Tree work at Barnwell Cottage, Main Road. It was agreed that no objections would be raised. The Parish Clerk to respond to CDC.
- 14/01342/LB, Replacement of windows and doors to front elevation at 1 The Tithings. It was agreed that no objections would be raised. The Parish Clerk to respond to CDC.

An update was given on older applications:-

14/01047/PAMB, Change of use of agricultural building to a dwellinghouse at The Former Implement Store, Swalcliffe Lea. Prior approval has been refused by CDC.

14/01048/PAMB, Change of use of agricultural building to a dwellinghouse at The Former Chicken House, Swalcliffe Lea. Prior approval has been refused by CDC.

14/00801/F, Use of land for mixed use comprising equestrian training (use class D2) and agriculture, together with extension of existing vehicle parking area at Swalcliffe Park Equestrian Ltd, Grange Lane. The application has been withdrawn.

9. **To discuss whether the Parish Council want to put a Christmas tree on the Green and how it will be actioned**

It was agreed that a Christmas tree should be ordered and put in before the Christmas market on 6th December. It is hoped the lights can be linked up to the pub and a donation made to the pub for the electric used. This fact to be established first before the tree is ordered.

Action: MF to clarify with the pub about the lighting of the tree via them. VT to ask her father about ordering a tree.

10. **Correspondence**

- CDC, Invitation to a Housing Liaison meeting on 11th October and newsletter
- ORCC, Directory of Local Community Transport Groups & Services. The full directory is too big to go in the Link. The link to be sent to Martin Key and BB for Facebook.
- CDC, Consultation on Proposed modifications to the Cherwell Local Plan 2014
- Ian Jones of South Central Ambulance Service, defibrillator info
- ORCC, Invitation to AGM on 18.09.14
- OCC, Community Resilience
- OCC, Annual Parish Survey
- Cynth Napper, Common Land and Green Space (one day conference on 19th September)

The Clerk highlighted several items of correspondence:

- ORCC, Directory of Local Community Transport Groups & Services. The full directory is too big to go in the Link. The link to be sent to Martin Key and BB for Facebook.
- Ian Jones of South Central Ambulance Service, defibrillator info. Ian Jones has agreed to attend the council meeting on 14th October but there may be a resident from Sibford coming to talk about the Parish Plan. CC to ask Ian if he will attend the meeting on 25.11.14.

11. **Councillors Reports**

MF noted that a Christmas party will be held on 21st December and organised by Kate Foley and Julie Carpenter. The cost last year was £120.00. This item to be put on the next agenda. Some of the Christmas lights that were put up last year are damaged or broken.

Action: MF to speak to Julie Carpenter about replacing the lights.

VT asked the Parish Clerk to invoice her father for a bag of salt as he used some of the free salt that OCC gave last year.

BB spoke about the camper van which is on the Green with police aware stickers on. This is in the hands of the police but the Parish Clerk to ask when it will be removed.

A discussion took place about general parking in certain parts of the village where roads are narrow and some farm vehicles are finding it hard to get through. Councillors to give advice if asked.

Meeting Closed 9.30pm