

SWALCLIFFE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING OF 16TH DECEMBER 2014 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

Councillors Present

Jane Morgan (JM), Chairperson
Jenny Bell (JB)
Ben Benson (BB)
Mick Foley (MF)
Victoria Taylor (VT)
Christine Coles, Parish Clerk (CC)

1. Apologies

Cllr Melvin

2. Declarations of Interest

Cllr Foley declared an interest as he rents a garage from the Parish Council.

3. Minutes of last Parish Council meeting held on 25th November 2014

The minutes were approved and signed.

4. Open Forum

There were no members of the public present.

5. Matters Arising

Co-option of new councillor - CDC advised that the vacancy has to be advertised straight away and a notice has already been put on the notice-board and on the website. Details can be put in the February edition of the Link if no-one comes forward before that time.

Action: Cllr's to speak to villagers who might be interested.

Christmas - It was agreed that the tree on the Green looks lovely and will need to come down by 6th January. It was agreed to pay the Stags Head PH £20.00 for their electricity use.

Action: Cllr Foley and Mike Taylor to liaise about taking the tree down.

Proposed Toddler Playground - Cllr Foley and Peter Beddowes have met. On Saturday 20th December Peter will hand out a questionnaire to the mums and dads attending the Childrens Christmas party to help gauge interest. There are 32 children in the village under the age of 11 years. The proposal is to put the play area within the wall of the school and have an opening at the front with a gate. There will be an 8-10 foot fence wall around the area. There will be a code on the gate with limited time. An idea to put a footpath for people who live in Park Lane was discussed and could be included at the same time.

Action: The Parish Clerk to email contact details for Nicole O'Donnell at OPFA to Cllr Foley. A day time site meeting to be arranged with Nicole O'Donnell and Charlotte Watkins, who has expressed an interest in helping. The Chair and Parish Clerk may also attend if they are able to. Cllr Foley to ask CDC if part of the school wall can be knocked down as it is in the Conservation Area.

New Sign for Swalcliffe Barn - The Parish Clerk has emailed Woodstock Museum and is awaiting a reply.

Additional 'No HGV' Park Lane road sign - Cllr Benson has spoken to the villager who complained about the extra 'No HGV' sign that had been put up. The options given to him were to take the sign off the pole or to move further down the pole.

At the last meeting Sue Salter of Brick Row felt there were too many signs in the village although this could include the A Boards which are used for advertising. A review of signs will be carried out in six months time.

Defibrillator - This was the talk of the recent coffee meeting and mentioned at the Parish Plan meeting. Councillors discussed where it could be put. Cllr Benson suggested the phone box and asked if the previous decision to give notice on the removal of the phone box could be overturned and suspended. The Parish Council had given permission to June Carter to contact BT about its removal. Other locations to consider might be outside the church by the notice-board/bench or near to the pub sign.

Action: The Parish Clerk to forward contact details of BT to Cllr Benson. The Chair to speak to June Carter and the PCC. Cllr Foley to speak to the planning department at CDC.

6. To receive a brief update from everyone on their key area and progress

Parish Pit/garages - Cllr Benson provided contact details for a solicitor in Banbury who may be able to help with legal advice on the Parish Pit and garage area. There are other issues with the garage area such as potholes. The Parish Council need to know their responsibilities as far as maintenance is concerned. One family have asked to purchase a piece of the land and Maurice Cooling has asked for a permanent right of way.

Action: Cllrs agreed that Cllr Melvin could spend up to £500.00 before the next meeting to get legal advice on the pit and garage area.

Kerb for village hall car park - Cllr Benson advised that the work can be done for £400.00. It will not need planning permission but Cllr Benson to check trip hazards and that the work meets highways standards.

Tree/vegetation work - Cllr Benson advised that the ivy is being cleared adjacent to the cottages in Park Lane week commencing 22nd December. Councillors then discussed more engagement with the school about their responsibilities to the village regarding trees, lighting and drainage. There are current discussions taking place already between some villagers and the school re lighting issues. The trees along Park Lane on the opposite side of the road have not been trimmed for a long time. There is a soakaway behind the cottages in Brick Row which might be blocked off and affecting the drainage in Park Lane. It was agreed the school should be invited to a Parish Council meeting on a quarterly basis.

Action: The Parish Clerk to invite the Head and Deputy Head to the next meeting in January. Cllr Taylor to speak to Duncan Jack about the trees in Park Lane which require trimming and the soakaway in Brick Row.

Community Plan - A launch meeting was held and Peter Beddowes has agreed to be Chair. Questionnaires will be sent out in early Spring and then analysed. The next meeting will take place in early Summer/Autumn. Other ideas put forward were footpaths, a map on the village green and a welcome pack. The next meeting is going to be held on 27th January in the pub.

Dog bins - To be put on the agenda for the next meeting. Suggested locations for bins are on Park Lane, by the Barn, near to the Green and down the bottom of Green Lane. In some areas of the village, dogs are being let off leads.

Action: The Parish Clerk to bring the dog bin brochure to the next meeting.

Welcome leaflet - Cllr Foley to get the paperwork back from Charlotte Watkins.

Tree work in Betty Panks Garden - The work has been done and the invoice will be sent to the Parish Council. The PCC will pay for the work to be done to the holly tree in the Spring.

Bus Shelter - This item was discussed by the previous Parish Council and agreed not to take any further at that time. Councillors asked for it to go back on the agenda and discussed if the bus stop is in the right place. It would need approval as in the conservation area. This was discussed at the Parish Plan meeting.

Action: Cllr Benson to contact OCC Highways and CDC. Cllr Taylor to speak to Stagecoach. The Parish Clerk to get costs.

Roads/Speeding/Safety - Cllr Taylor has spoken to Cassie and they are meeting PCSO Alford in the New Year about restarting Speedwatch. More interest and volunteers are needed. Cllr Taylor has spoken to both Cassie and Dan who charge the speed sign batteries. There seems to be a problem with the bottom speed sign. Cllr Benson asked if a solar plug in battery type could be purchased.

Action: The Parish Clerk to contact the supplier and ask about the life of a battery, price of a new battery and the option of a solar plug in type. Cllr Taylor to ask Sgnt Fishwick about the speeding van coming to Swalcliffe.

Village Hall - A meeting was held last week and Kate Foley has asked a builder about the possibility and costs of putting in an additional door so there is access to the kitchen from outside. There used to be a double door in the gable end. Another possibility would be to put an additional internal door via the small meeting room. This would be a much cheaper option as the internal door would be cheaper. Cllr Taylor advised that the committee are building up on fund raising. There is to be a quiz night at the end of February and it is hoped that new chairs can be bought. The pricing structure has changed. The new charges effective from 1st January 2015 are £10.00 for the first hour and then £5.00 for subsequent hours. Councillors discussed the heating of the hall for council meetings and it was agreed to raise a float of £50.00 to cover the heating costs during the winter months. Councillors to take it in turns to bring tea and coffee to meetings. The village hall committee are looking to register the village hall with an address to try and promote the hall for commercial use and to get wi-fi access. Tadmarton Village Hall have wi-fi access.

Action: The Parish Clerk to ask about registering the village hall with an address. Cllr Taylor to make contact with the Chair of Tadmarton Village Hall to ask for more information.

Standing Orders - To be circulated and agreed at the next meeting.

Fireproof filing cabinet - Cllr Taylor to look at them.

7. Finance Report

Bank balances are as follows:

Current account £9,589.27

Deposit account £16,790.00

Betty Panks Account £4,664.00

The following payments were approved:-

£110.00 to V Taylor, purchase of Christmas tree

8. Planning

- *14/01719/F, Change of use of land to garden and construction of garden railway - Resubmission of 13/01545/F at Barnwell Cottage, Main Road. Approved by CDC.*

- *14/01762/F, Use of land at Grange Farm for mixed use comprising part agricultural, part equestrian training and competitions (use class D2), formation of new access, extension to existing car park and associated work at Swalcliffe Park Equestrian Ltd, Grange Lane. The response was as follows:*

Swalcliffe Parish Council does not object in principle to change of use to include equestrian training and to the extension of the vehicle parking. However we do have concerns regarding the scale, detail and clarity of the current application that we believe should be considered by the Planning Officer. And we would also refer to our comments made in relation to the previous planning application by SPE, reference 14/00801/F, some of which still apply.

- *The car / lorry park - we are pleased that the proposed extension has been reduced in size. Nevertheless any extension will affect the immediate landscape. Appropriate screening by planting would help minimise this.*

- *The number and length of major events* - it is not clear whether the 28 days for major events being requested includes set-up and take down time for the major events. In terms of actual event days the current number of days used by SPE for such events is well below the 28 days. But if the number of days of actual events (i.e. excluding set-up and take-down days) were to increase towards 28 days this would represent a significant expansion of the operation, with implications for traffic etc. (see below).
- It therefore needs to be clarified whether or not set-up and take-down days are included in the 28 days. If not, it might be appropriate for the number of days allowed for major events to be adjusted to a total nearer the current or planned usage by SPE.
- Sensitivity to close neighbours would be appreciated i.e. by leaving a good margin from their homes, and clearing event structures promptly.
- *Road traffic* - the application proposes that traffic from the east for the events should be diverted so as to go along the B4035 through the villages of Tadmarton and Swalcliffe. Oxfordshire Highways and Cherwell District Council should consider the effects of any increase in traffic on the main road through these two villages, in the light of current road management issues (e.g. the lack of pavements and speeding).
- Day to day use of the facilities will still require access via Grange Lane and any increase may put further strain on this road which is currently poorly maintained. Oxfordshire Highways and Cherwell District Council should also consider this.

It was agreed that future meetings would start at 7pm.

Meeting Closed 10.00pm