

# SWALCLIFFE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD 18th OCTOBER 2011 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

### Councillors Present

Julie Carpenter (JC)  
Patrick Bradshaw, Vice Chair (PB)  
Mick Foley (MF)  
Mike Taylor (MT)  
Jane Gallick (JG)  
Dan Parish (DP)  
Mike Stanley (MS)  
Christine Coles, Parish Clerk (CC),

### 1. Apologies

None

### 2. Declarations of Interest

No interests were declared.

### 3. Minutes of last meetings held on 6th September 2011

The minutes were agreed and signed as a true record of the meeting.

### 4. Matters Arising from the previous meeting

*Registration of Swalcliffe Common - Ongoing.*

*Parish Pit - PB has now received the new lease which he will circulate by email for comments.*

*Tree by the Old Bakehouse - Work has been done in cutting back the branches so that they do not interfere with the wiring but the tree has not been removed yet.*

*Action: The Parish Clerk to chase Fountains*

*Speedwatch - Volunteer numbers are running low. The Parish Clerk contacted Steve Wood at OCC Highways about the VAS coming to villages and he advised that the Road Safety team at OCC were all made redundant. The new contact is David Tole and the Parish Clerk has emailed him twice without success.*

*Capping of wall around the Green - JC has received a quote from Mr McNally for £150.00. It was agreed the work should be done.*

*Action: JC to contact Mr McNally.*

*White gates to mark entrance to the village - OCC Highways have confirmed the dimensions of the gates. The two main gates from Tadmarton can be 1400mm and the one gate from Sibford has to be 1200mm.*

OCC have quoted between £350-500 for installation. In earlier emails OCC did advise they would install the gates for free. The Parish Clerk queried this and OCC have now confirmed that their policy has changed in terms of how they pay for non-maintenance work. They are prepared to waive this cost if the council are prepared to choose white recycled plastic gates instead of wooden ones

*Action: The Clerk to ask for supplier details of white gates and get costs to compare with those of wooden gates. She will circulate the costs to the councillors She will also ask if a post can be put in at the Sibford end to be put opposite the smaller gate.*

*Undergrowth in churchyard - The area needs spraying again.*

*Illegal Mirror by Manor - The Clerk wrote a letter to Mr and Mrs Anderson asking for the mirror to be removed. Mrs Anderson and the Clerk have tried to speak to each other since but without success. The matter has now been passed to Peter Egawhary at OCC Highways. The Clerk to also write a letter of complaint to Head of Planning at CDC.*

*Childrens Play Area - MT has spoken to Duncan Jack. He is not keen on using that area as there is a lot of wildlife around. There is land near to the barn which could be used and currently OCC pay for the lease, which is up for renewal soon and maintenance of the barn.*

*Action: JC to speak to Jeff Demmar.*

## **5. Winter Planning**

Cllr Parish attended the Snow Day organised by OCC Highways on 8<sup>th</sup> October. It was agreed the council should order an extra tonne bag of salt. A note to be put in the Link reminding residents that salt is for the road and pavements only.

## **6. Queens Diamond Jubilee Celebrations**

The Clerk advised the meeting that on Monday 4<sup>th</sup> June 2012 the aim is to light 2012 beacons throughout the United Kingdom, Channel Islands, Isle of Man in celebration of the Queens Diamond Jubilee. The beacons will be lit between 10pm and 10.30pm on Monday 4<sup>th</sup> June 2012. The Queen will be lighting the National Beacon in London at around 10.30pm that night. There are two types of beacon being lit for this occasion, the traditional bonfire beacon and the Church Tower Beacon.

MT noted that a beacon should be lit at the top of the hill.

*Action: MT to make enquiries with the landowner.*

## **7. Planning applications**

One planning application had been received since the last meeting,

- 11/01354/F, Porch and first floor extension at Fairview Cottage, Main Road

The councillors looked at the plans and agreed they would not object to the application. All the houses are different along that part of the Main Road and the neighbours were all consulted and happy with the proposed plans.

The following older applications were all approved by CDC.

- 11/01110/F, Change of use from residential to admin/classroom space at Lodge Cottage,

*The Square. .*

- 11/01188/F, Removal of trees and shrubs for proposed new stables and hay barn at Home Farm, Park Lane*
- 11/00181/TCA, fell 1 beech tree at Lime Tree House, Main Road*

## **8. Financial Report**

*The following payments were approved at the meeting:*

- £119.00 to Gerry Melvin (grass cutting)
- £144.00 to BDO LLP (completion of external audit 2010/11)

*To approve and accept the external audit report for year ending 31<sup>st</sup> March 2011*

The Annual Return for year ending 31<sup>st</sup> March 2011 was presented to the council. There was one issue which was the restatement of fixed assets. The figures for 2010 were restated and the External Auditor has verified the figure. This is a note for the reader of the accounts and no further action is needed. The Annual Return was then approved and accepted by the council. The appropriate notices would be put on the notice-board.

## **9. Correspondence**

- CPRE, Guide to responding to planning applications. This was passed to MS.
- CPRE Oxfordshire, Is your Parish at risk from planning reforms?
- CAB, Annual Review 2010-11
- ORCC Annual Review
- Oxfordshire Repatriation Memorial Bell Appeal

## **10. Councillors Reports**

The Christmas Fayre will be held on 3<sup>rd</sup> December and it was confirmed the Christmas tree will be put up the week before on 25<sup>th</sup> November. MT to purchase a tree. There will be a Christmas party for the children on 17<sup>th</sup> December. A cheque for £100 to be raised at the next meeting to cover preliminary expenses.

It was noted that the residents of Bakers Lane believed that work on the lake in Swalcliffe Park School had affected the overflow into the stream and the stream has lost its volume. This is not the case as the water has dried up generally in that area.

MS to report the new village hall doors which are sticking.

DP spoke about the piece of land between the school and road which could be made into a footpath.

*Action: JC to search Land Registry first to see who owns the land.*

JC noted that at the recent harvest supper, the PA was used. There may be a charge for this and she has advised that the Parish Council will refund that cost if this is the case.

The Clerk confirmed she has registered herself with HMRC.

**11. Date and time of next meeting**

Tuesday 29th November at 7.30pm in the Village Hall.

Meeting Closed 9.00pm