

# SWALCLIFFE PARISH COUNCIL

## DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD 19TH OCTOBER 2010 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

### Councillors Present

Julie Carpenter (JC)

Mick Foley (MF)

Mike Stanley (MS)

Patrick Bradshaw (PB)

Dan Parish (DP),

Christine Coles, Parish Clerk (CC)

### 1. Apologies

Jane Gallick and Mike Taylor

### 2. Declarations of Interest

DP declared an interest in the proposed highway measures.

### 3. Minutes of last meetings held on 7th September 2010

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

### 4. Matters Arising from the previous meeting

*Registration of Swalcliffe Common - Ongoing.*

*Children At Play Sign for Bakers Lane - Ongoing.*

*Upkeep of church garden planted by Betty Panks - There are conifers that need cutting.*

*Action: DP to pass the phone number of Treotech and MS to contact them for a quote.*

*Parish Pit - The amended document has been sent to Graham & Rosen Solicitors. The Parish Council are still waiting to see the lease document.*

*Tree by the Old Bakehouse - This has not been removed yet.*

*Action: MS to apply for a notice with Cherwell.*

*Mirror on wall by Swalcliffe Manor - The Clerk had spoken to Louise Wilson at OCC who thought the matter had been dealt with. The mirror is still in place.*

*Action: The Clerk to ask Louise Wilson at OCC for an update.*

*Flooding in the garage at Backwater.*

*Action: CC to speak to OCC Highways as they had previously suggested putting a grid in place to take the water which runs down Bakers Lane.*

*Incidents relating to children at Swalcliffe Park School - JC has spoken to Caroline Daniels at the school and the only current concern is the children who have been seen throwing leaves and twigs into the gullies. It is important that these are kept clear.*

*Speedwatch Initiative* - 10 volunteers have come forward and a meeting has been arranged for 18<sup>th</sup> November. Doug Seymour has agreed to be the co-ordinator.

*Action: DP to put a notice in the Link and for the notice-board about Speedwatch. JC to speak to the printer via Daisy about putting the Link newsletter onto the village website.*

*Parking outside Sparrow Hall* - Vehicles have been seen parking on this piece of land, (and driving across it). There are two possible options to stop the parking. Either to place large pieces of stone on it or to plant a hedge.

*Action: The councillors to monitor who parks there and how often before the next meeting.*

*New fence around 'Wykham'* - The fence has been moved back away from the road.

**5. To receive an update and consider costs on outstanding highway issues, details circulated**

Louise Harrison of OCC has advised the following:

1. The missing signs were erected on 21<sup>st</sup> September.
2. The speed survey will be done at a later date.
3. Centre line removal - is on the list of works and expected to be completed by the end of the year.
4. Gates - OCC are being visited next week by a representative from a company which makes the recycled gates.
5. Sharks teeth at entrance - this is on list and expected to be done within 8 weeks subject to weather conditions. Little white lining work is done once salt has gone down due to the thermoplastic not adhering to the surface.
6. OCC will complete the edge line in conjunction with alterations that are made to the kerb around the bend.

DP had received costings to put a kerb in place along the Main Road. To continue the kerb from Lime Tree House to the front door of Manor Cottage would cost £3.5K - £4K. To continue the kerb from Lime Tree House to the end of Forge Cottage joining up with the hard standing including gullies and drainage would cost £6.1K. The kerb might help prevent cars coming off the road and make the village more attractive. JC asked if the work could include a pavement behind the proposed kerb which would provide a safer walking area for all. There would not be room unless the existing white line is moved forward. It was felt that unless a pavement could be created, this project would not be of general benefit to all the village and the council could not justify this amount of expenditure. It is also important for everyone to report any road accidents along the Main Road to the police.

*Action: DP to ask OCC Highways if they can contribute towards the work financially and if a pavement can be created behind the kerb.*

**6. Planning applications**

No new applications had been received by the council.

Decision notices had been received on the following applications:-

- 10/01208/F, *New external hard/soft landscaping including pond, decking, play areas, new gates and alterations to garage building at Swalcliffe Manor House, Main Road.* Approved. MS was advised that if the Parish Council want a planning application to be determined at committee level they have to involve the local District Councillor. .
- 10/00221/TCA, *prune back overhanging branches of Cedar tree at Forge House, 5 Old Forge Yard.* Approved.

## 7. Financial Report

The following payments were approved at the meeting:

- £90.00 to Gerry Melvin (grass cutting)
- £141.00 to BDO LLP (external audit)

*To consider the Issues Arising report and approve and accept the Annual Return 2009/10*  
The External Audit has been completed and the auditors have advised that the Review of the Effectiveness of the Internal Audit has not been carried out in the correct way. The Clerk has a copy of an example off the extranet which she will circulate to all. To be discussed at the next meeting.

It was then agreed the Annual Return for 2009/10 be approved and accepted. Appropriate notices would be placed on the notice-board.

## 8. Correspondence

The following correspondence had been received and was distributed to the councillor's:-

- Local Government Boundary Commission, Electoral Review of Oxfordshire
- Banbury Citizens Advice Bureau, Annual Review 2009/10
- CDC, Cherwell Parish Liaison Meeting 10<sup>th</sup> November 5.45pm-9.15pm
- CDC, Licensing Act 2003 - Revised Statement of Licensing Policy Consultation
- OCC, Invitation to meet with OCC on 18<sup>th</sup> November

## 9. Councillors Reports

MS advised the meeting that he had heard the Chief Planning Officer of CDC note that satellite dishes are not permitted on the front of properties in conservation areas. Due to a reduction in staff they are unable to monitor it.

Potholes were reported down Green Lane, at the bottom and opposite Madmarston View.  
*Action: CC to report to OCC Highways.*

The council discussed the possibility of putting LED lights on the pavement along the Main Road.

*Action: The Clerk to forward details of a website to MF.*

MF reported that part of the coping on the Wall around the Green needs replacing.

*Action: The Chair to speak to Mr McNally.*

JC noted that Mrs Foley has asked if the Parish Council could contribute towards another Christmas party for the children this year.

The Parish Council unanimously agreed they would contribute.

DP noted that people working at Swalcliffe Manor are using the Barn for parking. There is not a lot of open space around the property whilst the work is going on and vans have been parked on the Main Road causing obstruction for the school bus. JC has spoken to them already but will speak to them again.

*Action: DP to call Jeff Demmar about the parking at the Barn.*

It was agreed the Christmas tree would be erected on the last weekend of November in time for the Christmas market on 4<sup>th</sup> December.

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

Tuesday 7th December (instead of 30<sup>th</sup> November) at 7.30pm in the Village Hall.

Meeting closed 9.15pm