

SWALCLIFFE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING OF 1ST NOVEMBER 2016 AT 7.00PM IN SWALCLIFFE VILLAGE HALL

Councillors Present

Jenny Bell (JB), Chairperson
Ben Benson (BB)
Ryan Smith (RS)
Victoria Taylor (VT), Parish Clerk and four villagers

1. Apologies

Cllr Melvin and Cllr Stanley

2. Declarations of Interest

Cllr Benson and Cllr Taylor declared an interest in the planning application at Swalcliffe Park Equestrian.

3. To approve the minutes of the meeting of 20th September 2016

The minutes of 20th September 2016 were approved and signed.

4. Open Forum

Mr Hill of Barnwell Cottage noted that he has planted mature trees which will give all round colour and interest. A working party will be meeting at his house on 6th November from 2-4pm.

5. Matters Arising

Councillor Vacancy - A notice was put in the Link. Councillors to speak to others about the vacancy.

6. To discuss the wayleave payment due from Bacon Farm

Maurice Cooling, Chair of Swalcliffe Charities was invited to the meeting to discuss the background to the payment. The Charity are not responsible for the Common and he is unsure why the wayleave payment is given to the Charity. Access to Bacon Farm has been fully sorted out now and it was agreed that the Parish Council do not need to collect the wayleave payment.

7. To review, discuss the garage lease and agree on the annual rent and service amount

Cllr Melvin had circulated a draft lease last month although not all Councillors had read it. Suggested annual rent was given as £260.00 per year for a single garage and £460.00 per year for a double garage and a service maintenance amount of £3-5 per week. It had previously been agreed that the lease should be sent to a solicitor for their comments, although the draft has not yet been finalized. The garage owners requested a review of the lease before it was sent to the solicitor. From the floor Mr Hill commented that the annual rent had to be value for money as the Parish Council only own the land. Mr Foley asked about the ownership of the end garage. These points would be passed to Cllr Melvin who was absent from the meeting.

There are tree saplings to be removed. In the past Tracy Lean has cleared the nettles behind the village hall near to the pit. It was agreed that this could be included in the remit of the overall clearing. It was agreed that the Parish Council should invest some money in the area to make it look clean and tidy before the new lease starts.
Action: The PC to finalise requirements before submitting the document to the solicitors. Cllr Benson to get a quote for the vegetation/trees and work to make the area flat, level and safe.

8. To discuss the parking issues at Swalcliffe Village Hall/Madmarston View

Tracy Lean of Madmarston View had written to the Parish Council to ask about the parking in Madmarston View and Green Lane. There is unused land owned by Sanctuary Housing and she asked if they could be contacted to find out if the land can be turned into car parking spaces.

The Parish Clerk wrote to Sanctuary Housing earlier in the year but received no response. The Parish Clerk has written again to ask for a site meeting.

9. To receive an update on broadband from the Digital Connectivity Group

Mr McLindon advised that a leaflet has been sent to every household asking people to report broadband issues which would help to improve the existing service. Only 7 people have signed up to it. 5 complaints have been logged and 2 complaints are his. The service will not be improved if problems are not reported to BT. From the floor, Mr Hill noted that there seems to be a reluctance to tangle with the complaints service as there is the mistaken impression that BT will charge for a call out. The possibility of organising a public meeting to cover issues such as broadband and transport was discussed. It was agreed that Della would be asked to circulate an email and a note to be put in the Link and on Facebook. The idea of a short video on Social Media was discussed which could help to gain interest

10. To receive an update on the defibrillator

The defibrillator and cabinet have been ordered from CHT. The contract from BT has been signed and returned. BT will remove the telephony in the kiosk and then send a completion notice. The Parish Clerk will meet an electrician to arrange the installation once this is done.

11. To receive an update on the Conservation Area Appraisal

The Parish Clerk has tried to contact Jenny Ballinger of Cherwell District Council for an update. She has been unable to speak to her. To carry forward to the next meeting.

12. To receive an update on the Woodland Play Area

The signing of the lease has been postponed temporarily. Mr Beddowes will make contact with the Chair when another date has been arranged. The lease will be signed by the Chair and Cllr Melvin from the Parish Council and school trustees. The event will be photographed but not released until planning permission has been applied for.

The project has changed names to 'Community Woodland Play Area'. The group are meeting regularly and the next meeting is planned for 24th November. Another villager in Park Lane has expressed an interest in being involved in the project. Approval has been received from an ecological consultant. The group are waiting for a diseased tree to be verified.

A cheque for £1500.00 has been forwarded to the Parish Council. A budget figure of £28K was given. This will be made up of £16K in donations and the rest will come from sponsors and grants. Once the lease is signed, planning permission will be applied for.

A package for planning approval will be put together in the next four weeks for the Parish Council to view. A hole has been found in the wall facing the Green, which the school will deal with. Paul Waller has submitted a quote for work to the wall and footpath.

The Chair thanked Mr Foley for the update.

13. To receive an update on the culvert in Brick Row

The Parish Clerk has asked OCC Highways for an update but has not received a reply.

Action: The Parish Clerk to send another email and ask OCC if they have spoken to Duncan Jack and agreed any action with him.

14. To receive an update on speeding

Cllr Taylor showed Councillors an example of the equipment that Traffic Technology Ltd could supply. Sibford and Tadmerton may be interested in sharing the cost of purchasing the equipment. It was suggested that the Parish Council purchase the equipment outright and then hire the equipment out to other villages to use.

Action: The Parish Clerk to get advice from OALC.

Cllr Taylor has ordered the '20 is Plenty' signs. The cost of each sign is £66.50. It was agreed to order six signs.
Action: A letter to be sent to Swalcliffe Park School to make staff and drivers aware of speed when using Park Lane.

15. **Planning**

An update was given on older applications.

- 16/01552/F, Variation of Condition no 5 (noise management plan) of Application 14/01762/F at Swalcliffe Park Equestrian, Park Lane. This application has been withdrawn by the applicant.
- 16/01337/F, Two storey extension to rear at 1 Park Cottages, Park Lane. Approved by CDC.
- 16/00292/TCA, Tree work at Barnwell Cottage. Notice of Intent.

16. **Finance Report**

The following payments were approved:

- £1.00 to BT (To adopt the payphone)
- £3028.80 to The Community Heartbeat Trust Ltd (purchase of defibrillator)
- £40.00 to OPFA (membership)
- £192.19 to CDC (dog bin emptying for summer period)

To accept and approve the Annual Return 2015/16 and consider the issues arising report

The Annual Return was approved and accepted. The appropriate notice has been put on the board to advise of the audit completion. The issues arising are:

1. Grant money put in wrong box.
2. No 9 of Section 1 was not completed in error.
3. Accounts Approval. The Accounts were approved after the commencement of the inspection period of the exercise of electors' rights.
4. Section 2 of the Annual Return was approved before Section 1. These issues will be corrected for next year.

17. **Correspondence**

The following correspondence had been received:

- OCC, Stakeholder Update
- CDC Cherwell Parish Liaison Meeting on 9th November. Three representatives can attend.
- OALC, Precept Referendum

18. **Councillors' Reports**

Cllr Taylor will order the Christmas tree.

Some potholes have been filled in but others missed. Holes must still be reported through Fix My Street or the OCC Highways telephone number.

Cllr Taylor suggested that Swalcliffe Park School be invited to the next meeting to give an update on the lighting and maintenance.

Bus Service - The new service is no 3 and the timetable started on 24th October. A staff member of the school has left as they cannot get to school on the bus now. Subsidies have disappeared. Tadmerton are looking at a minibus option. Councillors discussed the option of using a minibus but more information is needed.

Mr Foley agreed to find out the person involved with the minibus at Sibford private school.

Action: A letter to be sent to neighbouring parishes to ask their views on the current bus service.

19. **Date, time and place of next meeting**

Tuesday 6th December 2016 at 7pm in the village hall

Meeting closed at 9.30pm