

# SWALCLIFFE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD 1<sup>ST</sup> MARCH 2011 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

### Councillors Present

Julie Carpenter (JC)

Mike Stanley (MS)

Jane Gallick (JG)

Dan Parish (DP)

Christine Coles, Parish Clerk (CC)

### 1. Apologies

Mike Foley, Patrick Bradshaw and Mike Taylor

### 2. Declarations of Interest

There were no interests to declare.

### 3. Minutes of last meetings held on 18<sup>th</sup> January 2011

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.*

*Upkeep of church garden planted by Betty Panks - The work was carried out by Mr Stevens and the invoice has been paid.*

*Cutting of churchyard - MS spoke to Mr Stevens and Gerry Melvin to obtain quotes for cutting the churchyard. The quote (including scope and quality of work) from Gerry Melvin, to cut the churchyard as and when it needs doing, was agreed as the preferred option.*

*Action: The Clerk to ask Patrick Bradshaw to speak to the PCC about changing the existing arrangement of paying the current annual donation to the PCC, to the Parish Council paying Gerry Melvin directly instead, before proceeding.*

*Parish Pit - To carry forward to the next meeting.*

*Tree by the Old Bakehouse - MS has spoken to Fountains who are due to visit the village soon and carry out other tree work. They will advise when this tree can be cut down.*

*Speedwatch - The notes were put in the Link by Doug Seymour.*

*Action: The Clerk to invite Richard Miller and Angela Alford of Thames Valley Police to attend the Annual Meeting on 5<sup>th</sup> April.*

*Coping of wall around the Green - To carry forward to next meeting.*

*Flooding in the garage at Backwater* - OCC Highways have been to the village and put forward a solution to stop the water flooding Backwater. They are currently resurfacing the road by the Green.

*Swalcliffe Park School* - The Clerk made contact with the new Head Mr Hingorani, and he is not able to attend the Annual meeting in April as he is travelling to India before he starts school in May. He would like to meet the council in the summer.

*White gates to mark entrances to village* - The Chair has looked at measurements but it was felt that Paul Sims (who will supply the gates) and OCC Highways need to be present to agree the correct positioning and size of them.

*Action: The Clerk to arrange a meeting.*

*LED lights on pavement on Main Road* - To carry forward to the next meeting.

*Royal Wedding Celebrations* - With only a 10% response from the village to the recent notice about having an event at the end of April to celebrate the Royal Wedding, it was agreed that the Parish Council would not official organise anything but would contribute towards some of the costs (ie food for a BBQ) if anything within the village went ahead. It was noted that any official event organised by the Parish Council around The Green would have involved additional costs for additional licenses for example closing the road.

*Hazardous parking by the Church* - This was reported to the Police.

## **5. Planning applications**

No new applications had been received since the last meeting.

Decision notices had been received about the following applications.

- *10/01853/LB, Additional external stonework repairs at Swalcliffe Manor, Main Road. Approved.*
- *10/01838/F, Replace 1 window with French doors in dining room. Replace 2 french doors in living room with fixed glazed panel. 3 conservation rooflights to north elevation of garage. Insertion of gate to front boundary wall at Slade House, 5 The Tithings. Approved.*

## **6. Financial Report**

The following payments were approved at the meeting:

£246.75 to Parish Clerk (hours)

£8.85 to Parish Clerk (expenses)

£350.00 to G Stevens (tidy up of church garden planted by Betty Panks)

£40.30 to The Stags Head for Christmas lights electricity

- *To review the effectiveness of the internal audit, documents circulated prior to meeting. All the documents relating to this subject were approved by the councillors, signed by the Chair and will be attached to these minutes.*
- *To consider and approve the risk assessment sheet, details circulated prior to meeting.*

The risk assessment sheet was approved by the Council, signed by the Chair and will be attached to these minutes.

## **7. Correspondence**

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

- Banbury CAB, donation request
- Sue Ryder, - Nettlebed Hospice, donation request
- CDC, Local Authorities - Parish Allowance Scheme
- CDC, Spring Clean 2011 and details of Clean Energy Cash Back Event on 30<sup>th</sup> March 6.30-8pm
- Fielding Day Centre, Extended Support for the elderly in the community
- CDC, Census information and posters
- Central Networks, Demonstration pack in case of a power cut, including an analogue corded telephone, torch with batteries, wind up mobile phone charger, battery operated radio, foil blanket and reusable hand warmer.

The Clerk highlighted two items of correspondence.

CDC, Local Authorities - Parish Allowance Scheme. A report of the Parish Remuneration Scheme had been received. It was agreed that the council would not adopt a Members Allowance Scheme. The notice would be put on the notice-board.

Fielding Day Centre, Extended Support for the elderly in the community. The Centre has been providing a weekly lunch club run by volunteers for the elderly in the communities of Epwell, Shutford, Tadmarton and Swalcliffe since 1992. They are planning to extend this service and are looking for volunteers with transport or to answer the telephone. The Clerk to draft a notice for the notice-board, website and newsletter.

## **8. Councillors Reports**

- MS noted the path between Bakers Lane and the Square which is littered with dog poo.
- DP noted that part of the wall at Swalcliffe Park School is falling down. This is the schools responsibility.

## **9. Date and time of next meeting**

5<sup>th</sup> April 2011, Parish Council meeting at 7.00pm in the Village Hall and Annual Meeting at 7.30pm

Meeting closed 8.30pm