

# SWALCLIFFE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING OF 3RD SEPTEMBER 2013 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

### Councillors Present

Julie Carpenter (JC), Chair

Mike Taylor (MT)

Jane Gallick (JG)

Mick Foley (MF)

Charlotte Watkins (CW)

Christine Coles, Parish Clerk (CC)

### 1. Apologies

Patrick Bradshaw

### 2. Declarations of Interest

JG declared an interest in the moving of the 30mph sign at the Sibford end of the village.

### 3. Minutes of last meeting held on 25th June 2013

The minutes of 25th June 2013 were approved and signed.

### 4. Matters Arising from the previous meeting

*Registration of Swalcliffe Fuel Allotment - Carry forward to the next meeting.*

*White gates to mark entrances to the village/moving of 30mph sign at Sibford end of village - A site meeting was held with JC, JG and the Parish Clerk, Anthony Kirkwood of OCC and John Croxton of Thames Valley Police Traffic Management Team to discuss the moving of the 30mph sign at the Sibford end of the village. There would have to be a consultation exercise with the police and there are the legal costs to pay for. The road will have to be dug up and the dragons teeth re-marked. OCC have confirmed there are no plans to resurface this location. The costs to move the sign could be in the region of £10K. The Clerk had received costs from Peter Egahwary of OCC to enhance the current 30mph signs with yellow backing boards at a price of £168.24 each. It was agreed not to proceed with the moving of the existing 30mph sign but pay to enhance the existing 30mph signs onto yellow backing boards and proceed with the purchase of the white gates. The Parish Clerk to contact OCC. A discussion took place about who is responsible for the overhanging hedges on the Main Road up the hill. It would be the farmer's responsibility. JC to speak to Duncan Jack.*

*Plant for wellhead - JC advised there is to be a plant sale at Ells Farm soon and she will look for a suitable shrub then.*

*Parish Pit - The Clerk to check with PB to see if a letter has been sent. If a letter not been sent a reply to be sent by 12<sup>th</sup> September. The Parish Clerk to check with PB.*

*Bus Shelter* - It was noted that there was not a notice in the Link asking for views on the subject. JC to check.

*Bench outside the church* - MF has spoken to Mark seven times. The plan is for Mark to quote to take the old bench away to re-varnish and quote for the supply of an additional bench.

*Trimming of trees on the Green and in front of the school*

John Badger has advised how to re-word the application to ask for the trees on the Green to be trimmed.

The area in front of the school involves a huge amount of work and could be quite costly. The whole area needs clearing out, some trees removed and lower branches removed. The work could cost in excess of £1K. JC asked the councillors if they would be happy to pay for this level of work. Councillors agreed to proceed. The two applications will be treated as separate ones. JC to complete the paperwork and show CW. If permission to trim the trees on the Green is refused, a suggestion was made to put the Christmas lights on them and it would save buying a Christmas tree.

On a separate note CW asked if the vegetation by the garage next to the pub could be cleared. The Parish Clerk to ask Gerry Melvin.

*Flooding in Park Lane* - To be covered under item 7.

*Condition of Main Road which is sunken in some parts* - To be covered under item 7.

*Vacancy on council* - Another less formal notice to be put in the Link.

*Work to village hall car park* - Doug Seymour advised that it would be a waste of time to roll the gravel. There is a lip where the road is higher than the car park and there will always be overspill because of the movement of cars. It was agreed to raise a payment of £576.00 for the supply of gravel.

*Area in front of school* - To register this area will cost £30.00. Doug Seymour has confirmed via email that the land belongs to the parish. The Parish Council agreed to pay for the land registration.

*Planning Application 13/00769/F, Proposed garden room to rear courtyard at Sparrow Hall, The Square.* Accepted by CDC.

*Planning process flow chart* - The Clerk had updated and circulated the planning process. A few more amendments are needed. As the Clerk asks David McLindon to put the details of new applications on the village website it was noted that David has not been charging the Parish Council for his time. The Parish Clerk to make contact with David.

*Free bag of salt* - The Parish Clerk has ordered the bag of salt via OCC Highways.

*Home to School Transport Policy 2014 - A decision has been deferred to a later date and there will be more consultation next time.*

*Meeting on 8<sup>th</sup> July - MF reported that ten parish council representatives from around the area attended this meeting at the Gate Hangs High Public House. The meeting was chaired by Mr Murray of Sibford. Various topics were discussed. A complaint is being made against Sibford Parish Council regarding a planning issue that has not been minuted correctly. Sibford have two sites for affordable housing and there is a caveat on the land that it must be sold to young people. There is a problem in Sibford with an unofficial boundary line through the churchyard. Shennington are the only village preparing an emergency plan. Epwell have a Community First Responder team who cover Swalcliffe. If an emergency occurred the call would first go to the team who would meet the ambulance. These meetings are going to be held every three months.*

#### **6. To discuss Parish Plans**

The Clerk contacted Sibford Ferris Parish Council who have confirmed they have produced a community plan. It involved asking the villagers their likes, dislikes and hopes and aspirations for the village via a questionnaire. They put the answers together to produce a pathway for the future. They have agreed to forward a copy.

#### **7. To discuss highway issues**

Park Lane was discussed and the problems with the water running off the fields and having nowhere to go. The problem was reported to OCC Highways in December 2012 with photos showing the running water on the road and the drains being empty. OCC noted that the scheme in Park Lane was carried out by the major works team and was passed to them to investigate and respond.

*Action: The Parish Clerk to chase OCC Highways about a response.*

The potholes along Grange Lane have not been repaired.

*Action: The Parish Clerk to chase OCC Highways.*

#### **8. Planning applications**

- 13/00950/LB and 13/00949/F, Replace insulation and cracked tiles, new purlins and fascia boards. Alter existing dormer windows from flat to pitched roofs with concrete tile finishing at The Old Bakehouse, Bakers Lane. No objections raised and approval given by CDC.
- 13/00186/TCA, Fell 1 Weeping Silver Pear tree at Gullivers Cottage, Main Road. No objections raised and approval given by CDC.
- 13/01048/F, Erection of tennis court and fencing within the domestic curtilage of the house at Upper Lea Farm. No objections raised. Approval given.
- 13/00932/F, Resubmission of 13/00667/F, construction of new two storey dwelling at site of Manor Cottage following demolition after fire damage. No objections raised and approval given by CDC.
- 13/00203/TCA, reduce height by 10ft of 1 Blue Lawson Cypress tree at Old Thatch Cottage, 2 Park Lane. No objections raised. Approval given by CDC.
- 13/01128/F, Proposed steel portal building at Swalcliffe Grange. No objections raised.

#### **7. Financial Report**

The following payments were approved:

- £576.00 to Smiths Bletchington (gravel for village hall car park)
- £493.00 to Gerry Melvin (grass cutting of village/church/front of school)

A discussion took place about the costs for cutting the churchyard which are considerably higher than cutting the village. It was agreed that the Parish Council will pay Gerry Melvin forty hours to cut the churchyard and forty hours to cut the village between the months of April to September.

*Action: The Parish Clerk to contact Gerry Melvin*

## 8. Correspondence

- ORCC, Invitation to Annual Conference and AGM on 11<sup>th</sup> September
- OCC Details of new Broadband programme
- CDC, Cherwell Boundary Review presentation slides
- Cynth Napper, Local Environment Group Conference on 22<sup>nd</sup> September
- Mr Gill concerning a blocked bridleway
- Email from County Cllr George Reynolds about grants.
- OCC, Community Emergency Planning

Three items of correspondence were highlighted:-

OCC, Details of new broadband programme. MF noted that OCC have prioritised larger towns such as Banbury and Chipping Norton for the new broadband programme. Most villages have been included but Swalcliffe has not and has been discriminated against as a village. It was agreed that the Parish Council should object at how the project has been handled.

*Action: MF to contact OCC and raise the objection.*

Cllr George Reynolds has a community grant to share around his village groups which amounts to about £400-£500 per village. A suggestion for this grant was for Swalcliffe Village Fund to help pay for a toilet for the church. George Reynolds also has a highway fund for small maintenance jobs. A suggestion was made to ask if this fund could pay for the enhancing of the 30mph signs.

*Action: Parish Clerk to contact Cllr George Reynolds.*

OCC, Community Emergency Planning. OCC have encouraged town and parish councils to develop local emergency plans with limited success. The plans form part of a scheme to improve the resilience of communities to emergencies in severe weather situations. It was agreed the council would not produce one as they all pull together when needed. An example of this was the recent cottage fire in the middle of the village.

*Action: The Parish Clerk to respond to OCC.*

## 9. Councillors Reports

MF reported overgrown vegetation over the church wall onto the pavement. In the past he has cut the vegetation back.

*Action: Parish Clerk to invite the PCC to the next council meeting to discuss further.*

There are properties along the Main Road with overhanging hedgerow and forcing people to walk in the road.

*Action: A note to be put in the Link.*

A discussion took place about dogs being off leads and their owners not being in control of them. A recent incident happened in Green Lane which frightened a parishioner and visitor.

*Action: MF to report the incident to the Dog Warden at CDC.*

The Clerk highlighted several additional meetings that were coming up:-

A dementia friendly meeting in Tadmarton Village Hall on 16<sup>th</sup> September at 7.30pm. A meeting is being organized by the Police Crime and Commissioner on 16<sup>th</sup> September from 7-9pm in Banbury Town Hall to hear about policing and crime in the area. Details of both events would be put on the notice-board.

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

Tuesday 22<sup>nd</sup> October 2013 - Parish Council meeting at 7.30pm. The Parish Clerk to email all with a new meeting date as several councillors cannot make 22<sup>nd</sup>.

Meeting Closed 9.30pm