

SWALCLIFFE PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD 15TH MAY 2012 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

Councillors Present

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

1. Elections

1a. Election of Chair

JC was elected to be Chair and all the councillors voted in favour.

1b. Chairs Declaration of Acceptance of Office form

JC duly signed the Declaration of Acceptance of Office form and this was passed to the Clerk for filing.

1c. Election of Vice-Chair

PB was elected to be Vice-Chairman and all the councillors voted in favour.

2. Apologies

Cllr Parish

3. Declarations of Interest

No interests were declared.

4. Minutes of last meetings held on 3rd April and 2nd May 2012

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

5. Matters Arising from the previous meeting

Registration of Swalcliffe Common - Ongoing.

Removal of Tree by the Old Bakehouse by Fountains - The tree is to be removed in the next week or two.

Speedwatch - To carry forward to the next meeting.

Capping of wall around the Green - The work has been done.

White gates to mark entrance to the village - Peter Egawhary of OCC Highways has advised that they have now received this years financial years maintenance budget and he is hoping to re-'kick start' the order for the white gates.

Undergrowth in churchyard - MT to spray again.

Childrens Play Area - The Chair had attended a meeting with the trustees of Oxford Buildings Trust and she put the idea to them. They asked for the Parish Council to put a proposal together for it to be presented to the Board of Trustees at their next meeting on 2nd July. The Chair has asked Rob West if he can help with the plans. On the day of the meeting the car park was full of cars which is an issue if there is to be a children's play area close by. Some felt this area is still too close to the Main Road but others felt it would be a place for families to meet up. The councillors then discussed the piece of land in front of the school which is not registered. It is village land and should be registered.

Action: The Parish Clerk to look at registering the area.

Common clearing - The area has been sprayed.

Planning Application 12/00194/F, Demolish existing outbuilding and associated shed and greenhouse, construct new 3 bedroom cottage at Lime Tree House, Main Road. Approved by CDC.

Planning Application 12/00207/F and 12/00208/LB, Refurbishment and internal reordering of the first and second floors of main boarding house and two new rooflights and an extended dormer to rear of Swalcliffe Park School, Green Lane. Approved by CDC.

Plant for wellhead - MS to buy.

Broadband Exchange - Residents have registered their interest.

Diamond Jubilee - Cllr Foley has ordered the jubilee mugs and the cost is £262.50. There will be a tea party for the children at 12.30pm on 3rd June. The Chair has asked Virginia and Peter if the tea party can be held in their garden. The Parish Council agreed to pay for the pig roast, exact figures not known yet but approximately £100.00. The barbecue food to be served at 2pm. Cllr Foley to book the village hall in case the weather is bad.

Action: The Chair to design and send out RSVP party invitations for the children's jubilee lunch party and to publise the pig roast . Cllr Foley to speak to the pub and change the day of the barbecue to 3rd, not 2nd.

Planning application 12/00387/F, for Fairview Cottage, Main Road - The Parish Council objected to the west wall, facing the neighbor and visible from the street being rendered. Cllr Bradshaw noted that although objections should be planning based, it is not the role of the Parish Council to look at each application and consider its merit against all of the planning rules - that is for the planners. If an objection is raised by the Parish Council, it is done so because the Parish Council feels it affects the village. Only then do the Parish Council consider whether they have a true planning reason for objecting.

Parish Pit - Cllr Bradshaw confirmed that the council needs to check they are adequately insured.

Action: Parish Clerk to check the insurance policy.

6. To review and discuss the general planning procedure of the council

A draft sheet was circulated to all councillors. It was agreed by all to accept this procedure. Copy to be attached to these minutes.

7. Planning applications

No new applications had been received since the last meeting.

8. Financial Report

The following payments were approved at the meeting:

- £18.00 to SLCC (clerks membership)
- £262.50 to 'You Did It Ltd' (50 Diamond Jubilee Mugs)
- £273.00 to Parish Clerk (hours)
- £13.31 to Parish Clerk (expenses)
- £48.08 to Parish Clerk (mileage to meetings during 2011/12)
- £231.00 to Gerry Melvin (grass cutting)

To approve and sign Sections 1 & 2 of the Annual Return 2011/12

The Clerk advised that Andrew Hutton would be carrying out the internal audit on 16th May. The Clerk then presented the Annual Return for 2011/12 to the council. It was approved and signed by the Clerk and Chair.

9. Correspondence

Letter from Thames Valley and Chiltern Air Ambulance Trust - donation request. It was agreed £50.00 would be given. A cheque was raised.

10. Councillors Reports

Cllr Bradshaw spoke about the village hall car park and asked if it is land for the village hall. MS replied it is but is being used a lot at present as there is an art exhibition in the hall.

Cllr Bradshaw thanked everyone for speaking very objectively at the extraordinary meeting held in May.

Cllr Bradshaw spoke about the mirror at the end of the drive at Swalcliffe Lea which needs fixing. He asked if OCC Highways could do it. It is a private mirror and it was suggested to Cllr Bradshaw that he speaks to Jeff Demmar first.

Cllr Taylor spoke about the garage area and the state of it, particularly down one end.

Action; The Clerk to find the paperwork from when the land was sold to Jesters to check what permissions were agreed.

11. Date and time of next meeting

Tuesday 26th June, Parish Council meeting at 7.30pm

Meeting Closed 8.50pm