

SWALCLIFFE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING **OF 17TH JANUARY 2017 AT 7.00PM** **IN SWALCLIFFE VILLAGE HALL**

Councillors Present

Jenny Bell (JB), Chairperson
Ben Benson (BB), arrived late
Lizzie Melvin (LM)
Ryan Smith (RS)
Mike Stanley (MS)
Victoria Taylor (VT), arrived late

Christine Coles - Parish Clerk and three villagers

1. Apologies

None

2. Declarations of Interest

There were no interests to declare.

3. To approve the minutes of the meeting of 6th December 2016

Amendment to page 2, item 7, line 1. Helen Ayros to read Helen Argyros-Farrell. The minutes were then approved and signed as a true record of the meeting.

4. Open Forum

There were no matters to discuss.

5. Matters Arising

Broadband update - A meeting was held before Christmas with Sugarnet whose HQs are at Sugarswell Business Park in Shenington. Villagers are to express their interest in the Sugarnet service and an announcement to that effect has been put in the Link. The Diocese have informally agreed to a repeater being put on top of the church tower. Each house will have an aerial and get a service via Sugarnet. There are various package details listed on their website and thirty people would have to agree. Not all houses would have direct line of sight to the church tower, so the signal may be weaker, but villagers are encouraged to register no matter where they live as there may be a way of getting around the line of sight problem. Cllr Stanley queried whether the connection from the aerial to the equipment in the house would be wireless. Mr Hill replied that there would be a cable from the aerial to the equipment in the house, but the link from the house to the church tower would be wireless.

Christmas Tree - Thanks was given to everyone who helped and to Mr Hill who fixed the lights.

Children's Christmas Party - It was a great success and thanks were given to Helen, Sophie and Jen for organising it. The receipts were passed to the Parish Clerk for filing.

Update on Bus Service - Tadmarton are still in the early stages of gathering information about a community bus.

6. To receive an update on the garage lease

The first draft of the garage lease was circulated to the garage owners just after the last Parish Council meeting in December. The owners were asked to submit their comments to the Parish Council by 13th January. There was concern about the lease and a meeting was arranged to discuss them. The meeting took place on 12th January with Cllr Bell, Cllr Melvin and Colin Hill who had agreement from the other garage owners to represent them.

Mr Hill thanked the Parish Council for the opportunity to speak tonight. There are four main issues which need resolution. The clauses of the proposed lease, agreement on the amount of the rent and maintenance charge, Mr Stanton's desire to obtain a long lease or purchase a piece of ground for his own garage, the Council's desire for long term development of the garage site. Other concerns are long term development, rent, clauses of the lease, terminology and definitions and maintenance.

In summary, the motivation in making these comments is:

- To achieve clarity of the overall objectives.
- To achieve simplicity and relevance in any legal necessities.
- To reduce the burden of workload and administration on both lessees and the Council.
- To create clear and effective channels of communication.
- To avoid unnecessary expense for lessees and the Council.
- To uphold principles of fairness and transparency.
- To create an environment in which potential conflicts can be recognised, minimised, reconciled and resolved.

Cllr Stanley asked what guarantee there was that Colin Hill was speaking on behalf of the garage owners, because previous representations had resulted in misunderstandings. It was agreed that Colin Hill does speak on behalf of all garage owners and that has been confirmed by email correspondence.

Action: It was agreed that Colin Hill would forward the draft lease with comments from garage owners to the Parish Clerk for circulation to Councillors. The Parish Clerk to forward the full report from Colin Hill to Councillors and keep on file for future reference.

7. To receive an update on the defibrillator and phone kiosk

The phone kiosk has been adopted from BT for £1 but the telephony service has been removed. The Parish Council had thought that an emergency phone would be provided, but this was incorrect. The kiosk is currently useless without an emergency phone. Mrs Couch has offered to pay for the installation of the defibrillator and cabinet on the wall adjoining her property, and pay for the removal of the kiosk. It was suggested that Sugarnet may be able to put an emergency phone in.

Action: The Parish Clerk to ask BT where the Parish Council stand as they now own the kiosk and the electricity supply is live. Mr Hill to ask Sugarnet about the possibility of supplying an emergency phone. The Parish Clerk to liaise with Mrs Couch.

8. To receive an update on the Conservation Area Appraisal

The Parish Council are still waiting to hear from Cherwell District Council.

9. To receive an update on the Woodland Play Area

Mr Foley gave an update. A meeting was held on 10th January. One tree will be partly removed on 8th February. A meeting is scheduled for 24th January with the Parish Clerk and Virginia Merritt to discuss the outline planning application for the woodland area and pathway. The next meeting will be held in 2-3 weeks time and Nicole O'Donnell of OPFA will be invited to discuss grants. The two planning applications will be submitted separately. A company are coming to clear the area on 8th February. The committee are hoping the area will be up and running for June/July time.

The Chair has checked the revised lease. Three clauses have been added. It was agreed that the lease is acceptable and does not need checking by a solicitor. The hard work carried out by the group was recognised by the Parish Council.

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

The Parish Clerk contacted OCC before Christmas as there had been flooding issues in Park Lane. OCC do not see the issue at the back of the houses in Brick Row easing the situation on Park Lane. They say there will be an

easing in the volume of surface water when there is capacity available within the hopefully re-established pond.

Once that is full, the water will come through the ditch/pipes at the back of Brick Row and into the system on Park Lane in similar volumes as is now. OCC are looking into the culvert problem as a contravention of the Land Drainage Act.

Action: The Parish Clerk to write again for an update and copy Cllr George Reynolds.

11. To receive an update on speeding

The '20 is plenty' signs are to be put up. Cllr Taylor is waiting to hear when the speed equipment will come to the village for a trial.

12. Planning

One application had been received since the last meeting:

16/02413/LB, Replacement of windows and doors to back elevation of property in timber stained walnut to the same design as existing frames at The Old Stables, 1 The Tithings. No objections.

13. Finance Report

The following payments were approved:

£210.00 to Swalcliffe Village Hall (meeting use)

£390.61 to Parish Clerk (hours)

£9.05 to Parish Clerk (expenses)

To set the precept for 2017/18

A budget sheet had been circulated. Expenditure for 2017/18 is approximately £7123.00. It was agreed to set the precept for 2017/18 at £7025.00 which represents a 2% increase from last year.

Action: The Parish Clerk to notify CDC.

To consider a donation for the Link newsletter

It was agreed to give a donation of £90.00. Martin Key (current editor) is still asking for someone to take over the running of the newsletter. Cllr Benson to speak to Mr Piner at Swalcliffe Park School to see if the school can help.

14. Correspondence

The following correspondence had been received:

- OALC Training Programme 2017
- CDC, Public Access Buildings
- OALC, No capping of precepts for next year
- OALC, Ombudsman to cover Town and Parish Councils – Consultation
- OCC, Stakeholder Update – Local Government Re-organisation
- CDC, Adoption of Planning Policy Documents
- CDC, Summary notes from Planning Workshop held on 12th December
- CDC, Spring Clean 2017 - Carole Moir has agreed to organise the Spring Clean. A note has been put in the Link.

15. Councillors' Reports

An email has been received from Matt Stanton re the potential sale of land close to his property. The email will be circulated to Cllrs and discussed at the next meeting. The village should be consulted as assets are included in the sale. Facebook and the village mail list could be used in the consultation. *It was agreed that a door drop will take place to ask more people to sign up for the village email list. Cllr Bell to draft a note for the door drop.*

Mr Foley asked the Parish Council to send a letter of thanks to the Village Fund Committee who have raised a lot of money and given £800.00 to the Church and Village Hall. The letter would also be put on the Facebook page.

Cllr Bell announced that she would be resigning as Chairperson of the Parish Council. Cllr's noted it would be a sad loss and thanked her for all her hard work and efforts. Election of Chair will be the first item of business at

the next meeting.

16. Date, time and place of next meeting

Tuesday 28th February 2017 at 7pm in the village hall.

Meeting closed at 8.50pm