

SWALCLIFFE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING OF 12th NOVEMBER 2018 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

Councillors Present

Neil Urquhart (NU), Chairperson
Ken Hodkinson (KH)
Ryan Smith (RS)
Victoria Taylor (VT)
Tom Woolston (TW)

Christine Coles - Parish Clerk and one villager

18/98. Apologies

Cllr Benson (holiday) and Cllr McCallum (work)

18/99. Declarations of Interest

There were no interests to declare.

18/100. To approve the minutes of the meeting held on 17th September 2018

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

18/101. Public participation session

There was nothing to discuss.

18/102. To note any matters arising from the minutes not included on this agenda for report only

Batteries for VAS - The batteries have been purchased and both signs are up and running. Thanks were given to Frazor Argyros-Farrell and Paul Cowley.

Speedwatch - The equipment has now been delivered and an invoice received. Payment will be authorised at the January meeting. Another demonstration was held again recently. A minimum of 2 people are needed per session and a list of guidelines, forms etc will be produced. Thanks were given to Cllr Taylor.

Light in phone kiosk - The light seepage at the top of the door has been resolved and the light pollution has now been reduced.

Brick Row Culvert - There has been no progress on this. There is a general drainage issue on Brick Row and on Park Lane especially after heavy rain. The Chair to make contact with Highways.

Commemorative Trees - The Parish Clerk collected two trees. They will be planted on the green outside the new play area. The Chair to seek advice from John Badger. The planting will be included as an opening of the new play area in the Spring.

18/103. To receive an update on the Swalcliffe Woodland Play Park

- A two page announcement on the Woodlands project appeared in the November edition of "The Link". In the article an appeal has been made for funding of additional accessories funding for the purchase of i.e. Bird boxes, Buggy hotels etc.
- On Friday 2nd November there was a Management meeting that was also attended by Neil Urquhart and Christine Coles on behalf of the SPC. The principle reason for the meeting was to agree cash flow and receive an accounting update.

- It was agreed that the area will be known as “The Woodland Play Park”.

Finance Committee

- An updated budget was issued at the 7th November 2018 Management Committee meeting.
- Christine Coles has been in contact with CDC in regards to releasing part funding of the grant against paid Invoices. CDC have agreed part payment.
- Christine Coles is going to contact TOE2 in order to establish how they would prefer the presentation of the funding application to be presented.
- There have been four or five donations made by villagers to a total sum of over £800.
- A letter of thanks has been sent to Cllr George Reynolds for the grant from his Cllr fund.
- The committee await the outcome of the In-Store Tesco promotion. The least amount they will receive will be £1000.

Marketing and Promotion Committee

- Following the approval of the Chair of Tadmarton Parish Council, Mr Foley will be presenting on Monday 3rd December to TPC the plans for the Woodlands Project and explaining that it's for local Community use not just exclusive to Swalcliffe.
- A possible release of the article that appeared in the November issue of the “LINK” to be sent to Sibford Village magazine
- The article is to go up on the Swalcliffe websites. There are lots of photos of the works up on the SV page.
- The Committee will look for a local personality to cut the ribbon on the two opening days. Funders and supporters to be invited. Villagers to be advised.
- There are a least four people who have expressed a wish to purchase Bird Boxes /Bugs Hotels/Owl Bores Bird Boxes and even a Bench or two.

Project Management Committee

Work update:

- Over the past six weeks the site has being cleared, thanks to a number of villagers who persisted with the task despite the cold and rainy conditions experienced over the weekend of 13th October.
- 4Corners have completed the setting up of pathways /flower beds/play areas. Both wood chippings and soil beds will have been fully laid by the end of this week.
- SPC to write a letter of thanks to Charlotte Watkins.
- The dry stone wall and the gate will be installed during the week of 12th November.
- Swalcliffe Park School have undertaken to repair the front facing drystone wall just to the right of the Woodlands area.

PLANTING in two parts

- The committee have ordered 350 Hawthorn saplings that need to be planted as hedging around the outside of the surrounding fence. It is proposed that on Saturday 8th December the planting will take place. So its all hands required to complete the planting task.
- Spring and Summer bulbs have also being ordered. They will be required to be planted in the various flower beds. Virginia Beddowes is the co-coordinator.
- The last and final part of the works is the installing of the play equipment from Playdale which will not be ready until the end of December at the earliest. The committee are still awaiting confirmation of this date. There might be a possibility of Playdale installing the equipment prior to Christmas but that is dependent on a change in their work commitments.
- It is proposed that the Public pathway that is to be installed in front of the School outer wall will only be laid once the main work at the site has been completed. It is proposed that this work is not commissioned until mid-January in order to assist cash flow and income has come in from outstanding grants.
- Timing; Work completed by mid-January
- Health and Safety Inspection completed by end of January.
- Cherwell District Planning may have to be advised in order to approve the project. The Parish Clerk

to find out.

- The Woodland site to be in use by early February but depending on signage being in position.
- Official opening for Sponsors etc. 15th March.
- Official Village opening during 25th March to tie in with the Village Spring Fair.

It was agreed for the Parish Clerk to make enquiries with Highways about the placement of a 'Children At Play Sign' near to the play area.

18/104. To receive an update on the garage lease

The final version was sent to the solicitor and a few amendments have been suggested.

Action: The Chair to meet with Colin Hill.

18/105. To discuss producing a village map

The Chair has prepared a draft village map similar to what Tadmarton have produced. It will be a useful tool for Councillors to use for reference purposes and to place on the notice-boards for delivery drivers to use. It was agreed to include all the village amenities such as the play area, village hall, defibrillator and church on the map.

Action: The Chair to update the maps and make contact with Cherwell District Council.

18/106. To discuss the grass cutting contract with OCC and receiving the grant

The Parish Council have the opportunity to take over the grass cutting from OCC within the 30mph limit and receive the annual grant of £219.72. OCC legally have to cut twice a year. The Parish Council have paid for the cutting within the 30mph limits for a number of years. In signing the contract there may be some additional work that is given to the grass contractor. It was agreed to sign the contract.

Action: The Parish Clerk to request the contract for signature.

18/107. To receive feedback from the Highways Open Day held in October

The Parish Clerk attended the Highways Open day held in October at the Deddington site. It was very informative and a chance to see what work they do. A demonstration of areas of work including line painting, drain clearing and the dragon patcher were given. The patcher is new technology which reduces the risk of future potholes. Any problems are to be reported to www.fixmystreet.oxfordshire.gov.uk.

18/108. To discuss the CDC Members Allowance Scheme

An email has been received from CDC about the Members Allowance Scheme. Most Parish Councils do not pay allowances but it is a requirement of the District Council to review the levels of allowance that may be adopted by its Parish Councils. Adderbury Parish Council have suggested that a carer's allowance is considered. Councillors discussed this suggestion but agreed that as the costs would have to come out of the precept they would not support this idea.

Action: The Parish Clerk to reply to CDC.

18/109. Financial Report

The following payments were approved under statutory powers:

£846.00 to Acremans Arboriculture (tree work in new play area)

£192.19 to CDC (emptying of dog bins)

£7350.51 to Cherwell fencing (fencing for new play area)

£360.00 to Banbury Plant and Skip Hire (skip for new play area)

£384.38 to CDC (emptying of dog bins)

£242.88 to Buckingham Nurseries (plants for new play area)

£129.60 to Brethertons Solicitors (work on garage lease)

£6442.99 to Playdale Playgrounds Ltd (50% deposit for play equipment)

£15177.60 to 4th Corner Ltd (Landscaping and bark for new play area)

£600.00 to A Bathe (grass cutting)

£414.35 to Parish Clerk (hours)

£38.03 to Parish Clerk (expenses)

18/110. To receive an update on Planning

Three new applications had been received since the last meeting.

18/01620/F, Demolition of existing attached garage and carport and erection of two storey extension (resubmission of 18/00283/F) at Barn Court Cottage, Park Lane. No objections by PC.

18/00304/TCA, Fell 1 x Cyprus at St Peter and St Pauls Church. No objections by PC.

18/01742/F, Single storey garden room at Church House, Main Road. No objections by PC.

18/111. To receive the following correspondence:

The following correspondence was received and circulated:

OCC/CDC, New Working Partnership

18/112. Councillors' Reports

Details were given to all Councillors about replacement heating costs for the village hall. The current heating system is very old and the new meter is not compatible with the storage heaters. The Parish Council's funds are reducing but there may be grants available to help pay for the work. This will be on the January agenda and the Chair asked the Village Hall Committee to provide a more structured presentation on future plans.

Action: The VHC (via Cllr Taylor) to provide a more structured presentation on future plans of the hall for the next meeting.

18/113. To note meetings dates for 2019

14th January, 25th February, 8th April (APM), 20th May, 1st July, 9th September, 28th October and 2nd December

There being no other business the meeting closed at 9.05pm.