

SWALCLIFFE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING OF 25th FEBRUARY 2019 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

Councillors Present

Neil Urquhart (NU), Chairperson
Ben Benson (BB) – arrived late
Ken Hodkinson (KH)
Lee McCallum (LMc) – arrived late
Ryan Smith (RS)
Victoria Taylor (VT)
Tom Woolston (TW)
Christine Coles - Parish Clerk
and five villagers

19/16. Apologies

None

19/17. Declarations of Interest

Cllrs Taylor, Benson, Smith and McCallum declared an interest in the SPE planning application.

19/18. To approve the minutes of the meeting held on 14th January 2019

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

19/19. Public participation session

Concern was noted about traffic leaving the school and there being two near misses. The matter was raised with the school by Cllr Smith. There is a barrier halfway down the drive and staff and taxi drivers were reminded about speed on leaving the school site. It was agreed that Cllr Smith would speak to the school again and ask if they can get additional signage such as a 'Give Way' sign or 'Beware of Pedestrians'. There is also concern about a parked car on the verge in front of the school which is blocking the view down Park Lane. The Chair to keep an eye on this. The triangle area is getting churned up but owned by Highways. It was agreed that Sophie Hodkinson could look at a planter to try and protect that area.

19/20. To note any matters arising from the minutes not included on this agenda for report only

Speedwatch – Cllr Taylor is to contact Hornton Parish Council to arrange when to use it.

Brick Row Culvert - This is ongoing. The Chair and Cllr Hodkinson to discuss further.

Whats App PC Group – This has now been set up.

19/21. To consider planning application 19/00171/F, Erection of a Veterinary Building at SPE, Park Lane

The Chair had circulated a summary sheet noting the main points of the application.

Mr Richard Taylor (the applicant) was at the meeting and advised that they were approached by Hook Norton Vets (HNV) one year ago. They want to move the equine side of the business and keep the small animal business and dispensary where they are. There will be eight nurses coming and going and about five horse boxes per day. HNV will continue to grow the small animal business. Concern was expressed at the signage and lorries using Park Lane. It was agreed not to object and make the observation about better signage to prevent lorries from using Park Lane.

Action: The Parish Clerk to reply to CDC.

19/22. To consider proposals to improve the village hall

A meeting was held at the village hall with Tracy Lean and Kate Foley of the VHC, the Chair, Cllr Smith and Cllr Taylor of the PC. It was agreed a survey with an EPC needs to be carried out to understand what is needed as a whole. One quote has been received. It was agreed to get two more quotes to compare and share these via email. A lot of improvement work was carried out to this hall in 2006. The Chair is to meet Colin Hill to get photos to pass to a surveyor. The layout of the hall will be looked at. Access to the kitchen via the meeting room has always been an issue. There could be better use of the rooms and flexible partitioning is to be considered. It is hoped that there will be new heating in place by next Autumn.

Action: Once three survey quotes have been received and reviewed the Parish Council are to arrange for the survey to be done. The results will be presented at the Annual Parish Meeting.

The Chair and Cllr Taylor had visited Sibford Village Hall which was refurbished two years ago. They have a new lighting panel and insulation. There were grants available at the time and they have offered to give advice. The toilets, heating and kitchen were treated as separate projects.

19/23. To receive an update on the Swalcliffe Woodland Play Park

Mr Foley gave an update.

A Management Committee meeting was held on Monday 25th February with Swalcliffe Park School. The official opening will take place on Tuesday 12th March. There will be 12-15 sponsors at the event, the Banbury Guardian, the school and about 25-30 people. The Chair of the Parish Council will cut the ribbon. The public opening will take place on Saturday 30th March at 12 noon and will be linked with a village event. There was a two page article in the Banbury Guardian last week and there will be detail in the March Link.

All of the play equipment has been installed and the health and safety inspection carried out. The certificate is on the village website and will be forwarded to the Parish Clerk. The Parish Clerk is to forward third party indemnity documents to SPS. CCTV is in place. A working party will be on site on 3rd March. Turf will be put in certain areas before opening and planting in the sensory garden will take place over the coming weeks.

The footpath should be finished this week and work to the boundary wall is complete. An invoice will follow. The Parish Clerk is in contact with CDC about wheelie bins for the new area and a Children At Play sign.

Finance – The fundraising has been fantastic. The Chair agreed to write a letter of thanks to Tadmerton Parish Council for their donation. A meeting will be held in the next few weeks to review finances once the final CDC grant and VAT have been reclaimed.

The Charity Commission have agreed to backdate the 25 year lease and it will start from 2017.

Action: The Parish Clerk to ask Brethertons to forward the lease.

The weekly and monthly checks were briefly discussed. The Management Committee have agreed to look after the checks. The weekly check is a visual one. They need to be simple but sustainable. It was noted the extra turf will not need cutting as part of the regular village schedule. The Management Committee and Parish Council are to jointly review how complaints are handled.

The peppercorn rent was discussed as the lease states 'One peppercorn if demanded'.

Action: Peter Beddowes to speak to the school.

19/24. To receive an update on the village map

The contact at Cherwell District Council has been very helpful. A draft was circulated. It was agreed to include businesses. An updated version will be presented at the Annual Parish Meeting.

19/25. To agree and sign the OCC Grass Cutting Contract

The official OCC contract has been received. It was signed by the Chair and Cllr Woolston. The Parish Council will receive the grant in the new financial year. The grass tender may have to be reviewed.

19/26. To discuss arrangements for the Annual Parish Meeting in April

The Chair will introduce the meeting. Updates will be given on achievements this year including the Garage Lease, defibrillator and new Woodland Area and ongoing work on speed control, village map, communication and budgets.

It was agreed an A5 leaflet will be updated like last year and distributed beforehand.

19/27. Financial Report

The following payments were approved under statutory powers:

- £220.00 to N Morris (Christmas tree)
- £155.98 to Parish Clerk (purchase of VAS batteries)
- £138.97 to OALC (subscription)
- £6442.99 to Playdale Playgrounds Ltd
- £376.94 To Parish Clerk (hours)
- £31.40 to HMRC
- £17.00 To Parish Clerk (expenses)
- £30.00 to Parish Clerk (float for heating the village hall for PC meetings)
- £145.00 to Swalcliffe Village Hall (hire of hall for meetings)

To consider a donation for the Link

It was agreed to give a donation of £90.00.

To consider a donation towards the Church Clock service

The PCC have paid for a five year contract which cost £915.60 and have asked the Parish Council if they can make a contribution. It was agreed to give a contribution of £400.00.

Action: The Parish Council to raise a cheque.

19/28. To receive an update on Planning

Two new applications were received:

- 19/000063/LB, Work at 2,3 and 4 The Tithings. No objections.
- 19/00108/F, Erection of a single storey rear extension at Stable Cottage, 3 The Green. No objections.

19/29. To receive the following correspondence:

The following correspondence was received and circulated:

- CDC, Spring Clean 2019
- South Central Ambulance Service, Guardian Responsibilities

One item of correspondence was highlighted:

- CDC, Spring Clean 2019. Cllr Smith agreed to organise the Spring Clean. The Parish Clerk to forward the completed form to CDC.

19/30. Councillors' Reports

The Chair noted that Park Lane woods are owned by Countryside Learning. He will contact them to ask if they have any plans or ideas for the area.

Thanks was given to Cllr Hodkinson for repairing the dog bin in Park Lane which had been hit by a vehicle.

Cllr Smith has ordered replacement pads for the defibrillator.

There being no other business the meeting closed at 9.15pm.

DRAFT