

SWALCLIFFE PARISH COUNCIL

MINUTES OF A REMOTE PARISH COUNCIL MEETING ON 2ND NOVEMBER 2020 AT 7.30PM

Councillors Present

Neil Urquhart (NU), Chairperson
Steve Gandy (SG)
Ken Hodkinson (KH)
Victoria Taylor (VT)
Christine Coles - Parish Clerk and three villagers

20/72. Apologies

Cllr McCallum (work) and Cllr Smith (work)

20/73. Declarations of Interest

No interests were declared.

20/74. To approve the minutes of the meeting held on 14th September 2020

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

20/75. Public Participation Session

A villager raised the issue of walking and footpaths. There has been an increase in the number of walkers and a change in their behaviour. Footpaths are not clearly marked. Comments from the village survey suggested a leaflet describing walks around the village. A recent concern was also emailed to the Parish Clerk about a footpath and markings. One confrontation has taken place and there is a lack of understanding of the Country Code and access rights. It was agreed that a map will not help random walkers from outside the local area but a note can be put out to the village. The Country Code will be put on the website and engagement with local landowners could help resolve access issues.

Action: The issue reported to the Clerk will be reported to the OCC Countryside Service.

20/76. To note any matters arising from the minutes not included on this agenda for report only

Woodland Play Area – A committee meeting was held at the end of September. A working party will carry out work in the coming weeks including the laying a new path. A vote of thanks was given to the small committee and especially David and Anna McLindon. Lots of positive feedback has been received from visitors to the play area and this will be reported back at the next Annual Parish Meeting.

Village Hall Terms of Reference – These were passed to Kate Foley, Chair of the VHC to be signed.

Park Wood – A letter was sent to the parents by the Parish Clerk. There was an exchange of emails between the parents and owners of the Wood. The matter is now closed. The Chief Executive may come down when he is allowed to travel.

Speedwatch – Another session is due later this month. A note will be put on Facebook asking for volunteers. The country will still be in lockdown and there was a marked difference in volumes of traffic in the last lockdown. However schools are open this time. The Parish Clerk noted that Broughton had caught over 100 cars speeding in a recent session.

The Chair to speak to Cllr McCallum about the Foodbank collection.

20/77. To receive an update on the village/community hall

Discussions have been underway for some time to replace the village hall with a more eco friendly structure.

Work was started in January 2020 and the Parish Council are preparing for a public consultation. An architect has been employed to carry out a feasibility study. A quantity surveyor may need to be engaged and funding opportunities explored. Cllr Gandy and the Chair will look at the feasibility study before sharing with the Village Hall Committee and Parish Council. It was agreed that communication should start digitally to keep the interest going. This could be done via the village email list or Next Door.

Action: The Chair and Cllr Gandy to consider the Feasibility Study and share with the VHC and PC.

20/78. To discuss responsibility for grass cutting in the churchyard

In the past the Parish Council have contributed to the cost of cutting the churchyard. This is no longer legal as public taxable money cannot be used for the upkeep of church property. It is the separation of church and state. The Chair has spoken to Gay Harris of the PCC. Andrew Bathe has sent separate quotes for grass cutting in 2021.

Action: The Parish Clerk to send the new 2021 quotes to the Chair.

20/79. To consider proposals to erect play park highway warning signs

A quote has been received from Highways for two play park warning signs to be placed on existing poles which will reduce the cost. The Parish Council will pay for the signs and the matter will be taken to the Annual Parish Meeting for further discussion when it can be held.

Action: The Parish Clerk to ask if the wording of the sign can be changed.

20/80. To receive a report on tree planting on Swalcliffe Common

The area has been cleared and now tree planting can be arranged. Jason Upson at Bacon Farm is purchasing trees which he will underwrite and Swalcliffe Charities have agreed to give a donation of £100.00. It was agreed the Parish Council will give a donation of £100.00.

20/81. To decide whether to hold an APM in 2020 (remotely or cancel)

It was agreed not to hold a remote meeting this year. Hopefully, restrictions may be lifted in 2021 and there will be an opportunity to hold a face to face meeting.

20/82. To consider plans for a Christmas party

There are currently no plans to hold a party in the village hall. Current restrictions may be lifted on 2nd December. The Parish Council will provide financial support which could be a present for the children. An event could be held outside on the green if indoor activities are restricted.

20/83. To agree garage rent for 2021

Garage rent for 2021 will increase by the CPIH rate. The following rates have been agreed: £302.10 for a double garage plot and £201.40 for a single garage plot.

Action: The Parish Clerk to send emails to plot holders in November.

20/84. Financial Report

The following payments were approved under statutory powers:

- £1050.00 to Acanthus Clews Architects Ltd (work on village/community hall)
- £240.24 to CDC (dog bin emptying)
- £272.33 To Parish Clerk (hours)
- £68.20 to HMRC
- £21.26 to Parish Clerk (expenses)
- £300.00 to A Bathe (grass cutting)

To review the 2020/21 budget

The updated budget sheet had been circulated prior to the meeting. There will be an underspend at the end of the year due to little general maintenance being done and lower expenditure at Christmas. Work on the village hall has been added to the budget sheet as some expenditure has been incurred to date.

To approve a salary increase for the Parish Clerk in line with the NJC Salary Award

A salary increase was agreed and to be backdated to 1st April 2020.

20/85. To receive an update on Planning

The following applications had been received since the last meeting:

- 20/02605/TCA, Tree work at Swalcliffe School. Under consideration.
- 20/01851/F and 20/01852/LB, Work at Swalcliffe Park School. Under consideration.
- 20/02272/TCA, Tree work at Park House, Park Lane. Support.
- 20/01908/F, Detached garage/workshop with associated external works at Church House, Main Road. Granted by CDC.
- 20/02031/F, Single story rear extension at Gullivers Cottage, Main Road. Granted by CDC

20/86. To receive the following correspondence:-

The following correspondence had been received and circulated:

- Email from villager re footpath signage

20/87. Councillors' Reports

Cllr Smith had provided a report to be read out. He is continuing to check the defibrillator. The batteries will be due for replacement soon. Swalcliffe Park School are more proactive about communication. Their recent newsletter was posted on Facebook. It was agreed that more information on the defibrillator will be posted on the website, newsletter and Facebook page. Another training session will be due and organized once government restrictions are lifted.

Action: The Parish Clerk to draft a note on use of the defibrillator.

Cllr Taylor spoke about incidents with horse riders and vehicles as there had been an unpleasant incident recently. More people are taking exercise and there has been an increase in car numbers. It was agreed this is a wider rural issue and the Speedwatch initiative should be increased.

It was agreed that Cllr Taylor could order a Christmas tree.

A new Councillor will be co-opted at the January meeting to fill the current vacancy.

20/88. Date and time of next meeting

Monday 11th January 2021 at 7.30pm

There being no other business the meeting closed at 8.55pm.