

SWALCLIFFE PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING HELD 26th JUNE 2023 AT 7.30PM IN SWALCLIFFE VILLAGE HALL

Councillors Present

Nicola Borkmann (NB)
Martin Collett (MC) - arrived late
Victoria Taylor (VT)
Stephen Warrington (SW)

Christine Coles - Parish Clerk

23/49. Apologies

Cllr Gandy (personal), Cllr Hodkinson (personal) and Cllr Smith (personal)

23/50. Declarations of Interest

No interests were declared.

23/51a. To approve the minutes of the meetings held on 17th April and 15th May 2023

The minutes of the last meetings were approved and signed.

23/51b. To note any matters arising from the minutes not included on this agenda

Speedwatch – Some sessions have been held. It is much better to have three people at a session rather than two. A fourth site has been suggested to TVP.

23/52. Public Participation Session

There were no members of the public present.

23/53. To receive an update on Speedwatch

Cllr Borkmann gave an update as Cllr Hodkinson could not attend the meeting. Some sessions have been held. It is much better to have three people at a session rather than two. A third site has been suggested to TVP.

Action: The Parish Clerk to ask Cllr Hodkinson if more sessions have been booked and if the third site has been approved.

23/54. To receive an update on the placement of the Platinum Jubilee bench

Cllr Collett has heard from OCC who were still internally progressing the Tithe Barn site. They asked if any matters had changed since they last made contact and it was confirmed that none had. There have been some delays in moving the bench outside the play area due to holidays. Ben Benson has kindly agreed to make some alterations so that the bench will not sink into the ground and be more secure. It is hoped the bench will be moved within the next few weeks.

Action: Cllr Collett to liaise with Ben Benson on date for installing.

23/55. To receive an update on the Governance and Charity Project

Cllr Borkmann and Cllr Collett are meeting to map out a plan and timeframe. There will be free advice and they will see what the project will look like.

23/56. To receive an update on the Development Plan

Cllr Warrington gave the following update.

The last plan was carried out in 2014-15 and he has spoken to those involved. Lessons have been learnt. Communication has broken down between the school and village. It is hoped that more work can be done together and the survey will help this process. A draft survey will be circulated to Councillors for comment within the next week and then finalized with the Chair in July. Timing is key. Discussion groups will be convened around topics once the results are back. Either Survey Monkey or Google Form will be used. Cllr Collett asked if it is expected that one household submits one response. The age is 18 and each person in a house can respond how they wish. It will be up to the families to decide who fill them in. The survey will be sent out in September for about 2-3 weeks. It will be a qualitative exercise rather than quantitative.

23/57. To receive an update on the Village Communication Plan

Cllr Warrington gave the following update.

38 have signed up to the Parish Council email address. This equates to 34 households and a third of the village. The Parish Council will have to register with the ICO and pay an annual fee. Principles of Use will be drawn up and checks made with the ICO about the type of data that the Parish Council can hold.

Action: Cllr Warrington to ask Della to resend a reminder email to villagers about signing up. Cllr Collett to see if he can source suitable data protection guidance for Parish Councils.

23/58. To receive an update on the Environmental Plan

Cllr Borkmann gave the following update.

She attended an interesting talk organised by Plantlife. There were two speakers and a moderator. 'No Mow May' is their annual campaign. Cllr Borkmann suggested making the area in front of Tithe Barn as a meadow. It was felt to be a potential option to explore and a good way to encourage wildlife. It will bring visitors to the village and engage the community. The complexities around this site were noted and that this land was not in the ownership of the Parish Council, so liaison would be necessary with the Oxford Museum Trust, to establish if permission would be possible. Cllr Borkmann has also written to Swalcliffe Park School to ask if they want to be involved. She will welcome any new ideas.

Action: Cllr Collett to supply contact details he has used for bench discussions with Cllr Borkman so that she can make contact to outline idea.

23/59. To agree the Play Park Terms of Reference

The Terms of Reference are to be circulated to Councillors. This item to be deferred to the meeting in September.

23/60. To discuss the OCC 20mph initiative

This is a three year project and we are currently in year 2. Several local villages are in phase 2 and have had village consultations. There is no cost to the Parish Council. Support will be needed from the District Councillor and village. The Councillors discussed the merits of the idea and acknowledged that efforts that slowed traffic down were beneficial, but where the approach was urban in its design this could visually look out of place or impact on the character of the village. It was felt that the views of wider villagers should be canvassed to inform any future decision. It was agreed that the village survey would be a good opportunity to understand these views better.

Action: The Parish Clerk to ask OCC about road markings and if there is additional signage and road markings etc for a 20mph scheme. Cllr Warrington to include in village survey.

23/61. Financial Report

The following payment was approved under statutory powers:

- £91.19 to ABC Advertising (website SSL certificate)

Annual Governance Accountability Return (AGAR) for year ending 31.03.23

To approve and sign Sections 1 and 2

The documents had been circulated before the meeting. It was agreed to approve and Cllr Collett and the Parish Clerk/RFO signed Sections 1 and 2.

Action: The Parish Clerk to submit the AGAR to the External Auditor before 30th June 2023. The Parish Clerk to place the financial documents on the website before 30th June 2023.

23/62. To receive an update on planning

Older

- 23/00530/F, Remove tree stump and earth mound from left hand side of the cottage, demolition of wall, formation of hardstanding, build retaining stone wall re-using existing stones and gravel at Old Cottages, 4 Park Lane. Refused by CDC.

23/63. To receive the following correspondence

- OCC Tree Service, Community Tree Care Wardens. OCC are reaching out to communities to recruit volunteers in caring for new trees, particularly with regular watering. A poster will be put on the village noticeboard.

23/64. To receive Councillors Reports

It was agreed to ask Andrew Bathe to strim Park Lane and Green Lane.

23/65. To note next meeting date and time

Monday 4th September 2023 at 7.30pm

There being no other business the meeting closed at 8.50pm.