

SWALCLIFFE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING OF 8TH SEPTEMBER 2015 AT 7.00PM IN SWALCLIFFE VILLAGE HALL

Councillors Present

Jenny Bell (JB)

Ben Benson (BB)

Mick Foley (MF)

Victoria Taylor (VT)

Christine Coles, Parish Clerk (CC), 3 villagers and Gay Harris of the Parochial Church Council

1. Apologies

Cllr Morgan and Cllr Melvin

2. Declarations of Interest

Cllr Foley declared an interest as he rents a garage from the Parish Council

Cllr Taylor declared an interest as a neighbour of the fuel allotment

Cllr Bell declared an interest as a trustee for the John Loggins Charity

3. To approve the minutes of the previous council meeting held on 21st July 2015

The minutes were approved and signed.

Cllr Foley noted that the garages would not be discussed tonight. Cllr Melvin has been involved in the work and is unable to be here tonight. It would require a special meeting with the garage owners and the project needs to be planned out with a timeline. Cllr Bell agreed that it was not appropriate to discuss at the Parish Plan meeting as the agenda is already full and it would detract from the purpose of the meeting.

4. Open Forum

Anita Harris spoke about the dog bins and asked why two had been put in Park Lane, close together. Park Lane is a pretty lane and one has been put near to her house. Cllr Benson advised that the Parish Council have been discussing dog bins and positions since the Annual Parish Meeting in April. The detail has also been in the minutes. Three bins have been installed and are going to be emptied by Cherwell District Council. There is a fourth bin to be located near to the school entrance but it has a faulty lock and will have to be replaced. Cllr Benson confirmed that the cost to buy and install each bin is about £300.00. If the bins are not being used, the Parish Council may consider moving them. Some foliage has been cut back to allow the bins to be installed so this may grow back over time to hide them. They could be hidden with trellis or an evergreen bush instead. Cllr Foley has produced a leaflet for dog walkers to promote awareness of where the dog bins are placed. There are 35 dogs in the village and Cllr Foley will purchase poo bags. This will be distributed once the fourth bin has been installed.

5. Matters Arising

Bird boxes acting as a speed deterrent - To carry forward.

Swalcliffe Park School – Councillors are still trying to set up a meeting with the school about trees and ivy. Mark Williams has emailed some dates but these are not convenient. Cllr Bell has suggested different dates and is waiting to hear. Cllr Foley met Mark Williams and Charlotte Watkins and the school are going to identify all the trees on the site over the next two weeks. The trees that require attention and are relative to the Woodland play area will come to the attention of the Parish Council. Cllr Foley updated Councillors about the school lighting. A party of interested persons had a meeting with the school two weeks ago. They have agreed the new position of the lights but the School will have to apply for planning permission. The lights adjacent to the school property will be corrected first and repositioned. Lights to the rear will be changed next year because of the budget. The Parish Clerk to get a contact number for Rob Piner and to contact the school in two weeks time if a meeting has not been arranged. This meeting will be to discuss the removal of ivy from the wall and the tree work in Park Lane.

Village Hall Committee – ‘Last Night of the Proms’ is being held in the hall and so far 70+ people are attending.

Trough in Park Lane - Previously Cllr Foley dug a trench in Park Lane which ran into an obsolete drain. This has helped in the past. When it rains the water comes off the field. It is hoped the problem can be resolved this winter. Cllr Foley and Duncan Jack to speak again.

Welcome to Swalcliffe Leaflet – This item to be carried forward to the next meeting.

Parking to the side of 1-2 Madmarston View - This item to be carried forward to the next meeting.

Review of Conservation Area – CDC have still not contacted the Parish Clerk.

Assets of community value - Cllr Foley and the Parish Clerk to look at the CDC paperwork.

‘No village hall parking’ signs – These signs will be erected this weekend on the grass verge near to the garage area and village hall to stop hall users parking behind the hall.

Defibrillator – The Parish Clerk has arranged to meet the electrician at Cllr Melvin’s House on 25th September at 5pm to look at the electrics. June Carter has suggested planting some shrubs next to the phone box. Councillors to consider purchasing a smaller grit bin to replace the older one. The Parish Clerk to circulate details of alternative salt bins and prices.

Registration of Area in front of school - Councillors to think of how to progress this. Swalcliffe Park School have confirmed that this area is not included in their title deeds.

Broadband update - A meeting was held with BT and the Chair, Cllr Bell and Cllr Foley. BT are giving due consideration to the request made. The school and the Manor have a separate upgrade which is a business arrangement.

Speedwatch – Cllr Taylor reported that a session will be held sometime this week. There have been problems with equipment and staff shortages. Two volunteers are needed for the first session and four volunteers have come forward from the Parish plan questionnaire. The Parish Clerk to remind Westcotec about lowering the signs.

Replacement of rotting signpost in Park Lane - This in hand with Highways.

Bottle Banks by The Tithings – Jeff Demmar confirmed the land is owned by Oxfordshire Buildings Trust and not Oxfordshire County Council. This information was passed back to Cherwell District Council who confirmed that permission was granted incorrectly. Oxfordshire Buildings Trust have asked for the bottle banks to be removed.

6. To discuss the access for Bacon Farm with Maurice Cooling of Swalcliffe Charities

Cllr Foley noted that when CDC first gave permission for the new build at Bacon Farm, two access points were granted. A northern access and southern access. The planning permission went to the Hook Norton parish for determination and the water supply comes from Hook Norton. CDC agreed they would grant use of the northern access through the common and out through Taylors Farm. Ownership of the Common is with the Christopher Cook Charity under the Enclosure Act of 1772. The Parish Council have no right over the land, only by administration. The land was given by the Vicar and the charity receive the money which is split between parishes and distributed to the poor of the community. In January 2001 Maurice Cooling was asked to serve the cheque to Mr Morris. This was previously done by the Parish Council.

Mr Cooling advised that the access through the common is a bridleway and not a road. A previous Parish Council gave John Morris a contract of agreement. The correct terminology for the contract should be easement and not wayleave. A wayleave agreement refers to gas and electric going across land. Mr Cooling feels that the Parish Council should be responsible for the land.

Both the Chair and Cllr Foley have agreed to check old meeting minutes from 1979-1995 to look for the original contract that was given to Mr Morris.

Action: The Parish Council to get legal advice on the matter. The Chair to speak to John Morris.

7. To consider the wish list of the Village Hall Committee and the quote for the electrical work, details circulated

Kate Foley has circulated a wish list of the Village Hall Committee. It was agreed this would be looked at in full at a later meeting. The utilities to also be looked at, at a later date. A set of accounts for 2014 were emailed to the Parish Clerk.

A quote for electrical work was circulated which is more urgent as there is a function in the hall very soon. The cost to sort out the emergency lighting for this function is £136.64. This cost was approved by councillors.

A quote has been received for the remainder of the work at a cost of £633.10 plus VAT. Kate Foley will get two more quotes to compare. This will be discussed at the next meeting. In a letter from NPower dated 25th August 2015, they confirmed that after the site visit on 18th August, the meter readings were transposed and the time switch was faulty. The meter will be replaced on 21st September and they will review the charges on the old meter once they have established the consumption pattern on the new meter.

Cllr Benson suggested that the Parish Clerk write to all the committees and advise that three quotes are needed for work over £500 which is stated in the Standing Orders.

8. To discuss the clearing of the public footpath from Bakers Lane to The Green

The Parish Council have the responsibility of clearing the footpath. It has now been cleared by Owen Brunsdon at a cost of £47.00. Cllr Foley undertook to contact Paul Waller about the loose stones at the front of the footpath (Bakers Lane end).

9. To discuss the state of the salt bins

The Parish Clerk to ask OCC when they refill the salt bins for the winter period. The Parish Clerk to order a free bag of salt.

10. To discuss and agree the siting of the fourth dog bin

The fourth dog bin may have a faulty lock and will need to be replaced. It is hoped it can be put outside the school entrance and near to the Woodland play area.

Action: Cllrs Benson/Taylor to liaise with Mark Williams and Paul Cowley in Brick Row.

11. To discuss the cutting of the churchyard following a complaint

The Parish Clerk had received a complaint from a person whose relative is buried near the back of the churchyard. This area has not been cut. The Parish Council used to pay the Parochial Church Council £300.00 to maintain the churchyard but then decided to pay Gerry Melvin instead. In 2013 it was agreed that he would be paid for 40 hours to cut the churchyard and 40 hours to cut the village. The 40 hours to cut the churchyard only include the cutting at the front and up the path.

Gay Harris noted that ten volunteers put themselves forward in the Parish Plan survey but attendance at two recent working parties was low due to holidays. The PCC are already committed financially with other projects. Cllr Benson suggested that she contact the school to ask for help. The details can be put on the website and Facebook. Cllr Foley suggested that they attempt one more working party.

Action: The Parish Council to write a contract for Gerry Melvin.

12. To discuss using Speed Measuring Equipment in the village

Peter Morgan had attended the recent NAG meeting and speeding was discussed. To get the speed van in the village, there has to be proof that speeding is an issue. This can be done either by Speedwatch or through the use of a recording strip which can be loaned from OCC Highways.

Action: Cllr Taylor to contact Wroxton Parish Council who have recent experience of using this equipment.

13. To receive an update on the Parish Plan

The results of the survey have been analysed. The next step is to get together and discuss where to go next.

There will be an open meeting on 22nd September at 7.30pm in the village hall. Mr Jeff Demmar will talk about how the village has changed over the years. Invitation postcards have been sent to everyone and villagers have been asked to reply so there is an idea of attendance figures. It was agreed that Parish Councillors will attend and help chair discussion groups. The Vicar will attend to ask questions. The Village Hall Committee have been told about what was said on the village hall. There will be two break out sessions and a summary will be given at the end of the meeting for those who may have an interest in several groups.

Action: Cllr Taylor to organise the food. The Parish Council to think about where to go from here and what can be gained from the exercise. Cllr Bell to sort out discussion groups and advise Councillors. Cllr Foley agreed to purchase wine and soft drinks.

14. To receive an update on the Woodland Play Area

A meeting has been held with Mark Williams and Charlotte Watkins. They are going to liaise and produce an Eco report and a tree report is being produced. The working party will meet again in a few weeks time and a full plan will be produced at the end of the year or into the New Year. The working party cannot apply for grants until everything is in place.

15. To discuss and agree a response to the OCC Waste Recycling consultation

As part of planned savings, OCC has reduced the household waste recycling centre budget by £350K for 2017/18. To meet this reduction, OCC are proposing to reduce the number of sites from seven to three/four and to change the remaining opening hours of the remaining sites. The consultation will run until 5th October.

Jessica Brown, Clerk to Wroxton Parish Council has asked if Swalcliffe want to be included in a joint response with other parishes. It was agreed they would.

Action: The Parish Clerk to reply to Jessica Brown and put a notice in the Link.

16. Finance Report

Bank balances are as follows:

Current account £7,445.21

Deposit account £17,009.00

Betty Panks Account £4,316.12

The following payments were approved:-

- £163.00 to Gerry Melvin (grass cutting)
- £308.78 to Peter Beddowes (Parish Plan expenditure)
- £40.00 to OPFA (membership)
- £323.40 to Parish Clerk (hours)
- £26.57 to Parish Clerk (expenses)
- £47.00 to Owen Brunsden (clearing footpath from Bakers Lane to the Green)
- £120.00 to Owen Brunsden (installation of dog bins)

17. Planning

There were no planning applications to discuss.

18. Correspondence

The following correspondence had been received:

- OCC, Invitation to an event on 21st September at County Hall about sharing services
- CDC, Adoption Statement of Cherwell Local Plan Part 1
- CDC, Adoption of Cherwell Local Plan 2011-2031 Part 1
- OCC, Waste Recycling Consultation
- Erica Rifat, Swalcliffe Common Access

- CDC, Removal of Bottle banks
- OCC, Publication of Minerals and Waste Local Plan: Core Strategy
- Oswyn Murray, Confirmation of North Oxon Group PC meeting on 14th September at 6pm
- Jessica Brown (Clerk to Wroxton PC), Proposed joint response to bus and waste consultation
- CDC, Banbury Job Fair on 15th September. Poster for board.
- CDC, Parish Liaison Meeting on 11th November

One item of correspondence was highlighted:-

- Oswyn Murray, Confirmation of North Oxon Group PC meeting on 14th September at 6pm. Nobody was able to attend the meeting so Cllr Foley is trying to obtain notes from the meeting to circulate.

19. Councillors Reports

There was nothing to report.

Meeting Closed 9.20pm