

SWALCLIFFE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING OF 13TH JANUARY 2015 AT 7.00PM IN SWALCLIFFE VILLAGE HALL

Councillors Present

Jane Morgan (JM), Chairperson

Jenny Bell (JB)

Mick Foley (MF), Vice Chairman

Lizzie Melvin (LM)

Victoria Taylor (VT)

Christine Coles, Parish Clerk (CC), Gay Harris of Swalcliffe PCC and six villagers

1. Apologies

Cllr Benson

2. Declarations of Interest

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

3. Minutes of last Parish Council meeting held on 16th December 2014

The minutes were approved and signed.

4. Mark Williams, Site Manager of Swalcliffe Park School

Mark Williams (MW) thanked the Parish Council for the invitation to the meeting. Work at the school is ongoing but not finished. Another tree survey will be carried out at Easter to include the trees in Park Lane. Any future work is dependent on the tree survey and finances. Cllr Bell asked for clarification about the trees in Park Lane as she thought they were going to be cut back soon. MW replied that the labour resource has been low and the work was shelved until Christmas. He fully understands the fact that there is little light in Park Lane but the school are tied by tree surveys and will proceed when these are done. Ivy clearance has been done in Park Lane and the school will review how much it grows to decide whether it is cut on an annual or bi-annual basis. The ivy has only been cut on one side of the wall. Cllr Foley spoke about the overhang on the farmers side and advised there is more ivy further up that requires cutting.

Cllr Melvin spoke about the lighting which is currently angled so that the lights shine into peoples houses. She asked if they could be put in a different place and go back to being on a sensor. MW explained the lights are on between 4.30pm and 10.30pm as there have been several on site accidents. A meeting has been arranged with the neighbours and CDC on 22nd January 2015. CDC are going to visit each neighbour separately to ask their concerns. There are different problems and requirements which have to be carefully balanced out for the safety of the staff and boys and enjoyment of neighbours. The school have already tried different sensors and timers but they have not been the right combination. Cathy Stoertz (CS) advised that the school will look for an immediate short term solution and then look for a longer term solution. It is an ongoing issue and the school are striving to reach a resolution Cllr Foley spoke about a lighting contractor that the Parish Council were involved with who specialise in solar lights on the ground. Cllr Foley to drop a brochure off to CS.

A brief discussion took place about Broadband. MW was aware that a meeting was held at the school today. He will ask the school to share an update with the Parish Council.

Cllr Foley thanked MW and CS for the use of the school over Christmas. The Charity Football match raised £300.00 and a contribution will be made to the school.

MW advised that the school is providing parking for a wedding to help a villager on 2nd May.

Kiran Hingorani is hoping to come to the next meeting. The Parish Clerk to email MW with all councillor email addresses. The School will be represented at the meeting on 19th May to discuss the new toddler play area.

Finally CS asked people to think about ways for the school and village to engage together. This could be done via the community plan.

5. Open Forum

Gay Harris of the PCC asked the Parish Council if they could contribute towards the church clock service which is part of a five year plan and runs until 2017. The pulley also needs replacing which is an additional cost. This item to be included on the agenda next month.

Churchyard Wall - Gay Harris advised that volunteers have cleared the churchyard and Peter Donovan has cleared and excavated piles of soil and rubble, exposing a lot of stones that have fallen from the wall which surrounds the back of the churchyard. There is no access to take away the general rubble from the graves. There are two piles of stones which could be used to rebuild the walls. The rubble will have to be removed to make a more level area. One quote to rebuild the left hand section is £795 but the final cost of rebuilding the wall and removal of the rubble could be up to £2-3K. She asked if the Parish Council would consider making a donation to these costs which would create more space for future graves. The Chair asked if the Fund Raising Committee had been approached. Gay Harris replied that they have been given a donation for the new toilet.

Action: Councillors to try and visit the area. Gay Harris to get a firm quote for the complete work to be done.

Cllr Foley thanked Gay Harris for arranging the Christmas lights on the church.

Gay Harris will contact the Parish Council in the Spring to advise about new planting in the Betty Panks Garden.

Defibrillator - Suitable places for the defibrillator were discussed. It will need a constant electricity supply. The corner of the village hall might be a possibility. A note could be put in the pub to say where it is. It is not too heavy to go on the village hall wall and there is power source inside the hall.

Action: Cllr Taylor to raise this idea with the Village Hall Committee at their meeting on 27th January. The Parish Clerk to get a third quote and ask about installation.

Fuel Allotment - Maurice Cooling advised that the charity were given the job of collecting the money from Bacon Farm but their function is to administer the common. The next payment is due on 1st January 2017. A documentation folder was passed to the Clerk some time ago. Cllr Foley noted that Mr Stanley is leading a clearing party which will take place at the end of January, early to mid February.

Carol Moir asked if there would be a litter blitz like in other villages and if so, she said she would be happy to co-ordinate it. The Parish Clerk to make contact with her when CDC write to the Parish Council.

Carol Moir asked about the 'Welcome to Swalcliffe' leaflet. Cllr Foley noted that he has tried to retrieve it from Charlotte Watkins but she does not have it. This will form part of the community plan.

Carol Moir spoke about parking outside the village hall and an area near to 1 and 2 Madmarston View which could be tidied up and used for parking.

Action: The Parish Clerk to contact Sanctuary Homes to see if they own the houses.

Mrs Salter asked about the additional road sign in Park Lane which she would like removed as it is unnecessary. The Chair advised that Cllr Benson is talking to Highways first.

Swalcliffe Barn Sign - The Parish Clerk advised that Woodstock Museum have ordered a new sign for the Barn. The size and shape of the old sign have been retained and the text updated. The Parish Council have asked to see a draft copy.

Mr Hill was pleased to advise that he reported a water mains leak on the Main Road on Fix My Street and it was fixed within days.

6. Matters Arising

Co-option of new councillor - A note to be put in the Link advertising the vacancy.

Christmas - Thanks was given to Cllr Foley and Mike Taylor for taking the tree down. A cheque payment of £20.00 to be given to the Stags Head PH for the light electricity use.

Proposed Toddler Playground - Cllr Foley advised there is to be a meeting on 19th January at 12pm in the pub with the working party. The school have offered a small area to be used. The meeting will be attended by Oxfordshire Playing Fields Association to give guidance of both positive and negative ramifications. Peter Beddowes handed out a questionnaire at the childrens Christmas party. 8 out of 9 replies were returned and the general consensus is yes. It is hoped that some mums in the village will be involved in the project.

Parish Pit/Garage area - Cllr Melvin is waiting for further clarification on legal charges.

Community Plan - There will be a meeting on 27th January. Peter Beddowes has circulated a schedule. The brief is wide with a range of ideas. Any other ideas are to be put toward.

Bus Shelter - Cllr Taylor has spoken to David Bellchamber of OCC and there will be a site meeting with him. It was felt that a bus stop sign is not necessary. If this idea goes ahead, the Parish Council would be responsible for the purchase, insurance and general upkeep of the shelter.

Speeding - PCSO Alford is on leave until 17th February. The bottom speed sign is not working and more volunteers are needed for Speedwatch.

Action: The Parish Clerk to contact the company who supplied the speed sign to ask about a new battery for it. Cllr Taylor to produce a note about volunteers for Speedwatch for Facebook and the Link.

Village Hall - No meeting has been held recently.

7. To agree Standing Orders (circulated prior to meeting)

Some changes to be made. To be carried over to the next meeting.

8. To discuss and agree the purchase of dog bins and the siting of them

The Parish Clerk to email the brochure with sizes, colours and prices of dog bins to councillors. A smaller green bin may be more suitable for the villages needs. Suitable places discussed were the top of Green Lane by the village hall, end of Park Lane and near to the pub. Carol Moir suggested that notices are put up on the grass to remind people to pick up after their dogs. Maurice Cooling advised that a dog bin used to outside the hall but was removed as not used. This was some time ago.

9. To discuss the status of the Swalcliffe Fuel Allotment and the responsibility for its upkeep

This was covered under Open Forum.

10. Finance Report

Bank balances are as follows:

Current account £9,289.27

Deposit account £16,792.22

Betty Panks Account £4,664.80

The following payments were approved:-

- £130.00 to Swalcliffe Village Hall (use of hall for meetings)
- £350.00 to CTS Forestry Ltd (tree work in Betty Panks Garden)
- £18.00 to Cllr Foley (purchase of storage boxes for Christmas lights)
- £20.00 to Stags Head PH (electricity use for Christmas lights)

A refund of £34.48 was received from Kate Foley who organised the Christmas party. Thanks was given to Dr Harris for attending and helping at the party.

To discuss a donation for The Link

It was agreed to give a donation of £80.00.

To agree the Parish Council Insurance renewal of £1003.77

The Parish Clerk advised this is a one year price. The Chair asked what the three year price would be and what was paid last year.

Action: The Parish Clerk to email this information to councillors

To set the budget for 2015/16

A budget sheet was circulated which showed total spend for the year. The accounts are looking healthy. It was agreed to set the budget at £6500.00 (the same as last year).

11. Planning

- *14/01762/F, Use of land at Grange Farm for mixed use comprising part agricultural, part equestrian training and competitions (use class D2), formation of new access, extension to existing car park and associated work at Swalcliffe Park Equestrian Ltd, Grange Lane. The Parish Council response was as follows:*

The further documents do not change the view of the Parish Council, set out in their original submission.

The Parish Council assume that CDC Planning have asked OCC Highways for its response to the many points made on traffic (for events) in the documents posted since the initial OCC Highways response to this application. The Parish Council look forward to seeing the CDC and OCC Highways analysis and conclusion for traffic and road management.

The Parish Council suggest that, if possible, any entry/exit gates are sited away from immediate neighbours houses.

This application will be considered by the Full Planning Committee of CDC in February.

12. Correspondence

- Email from Woodstock Museum about the Swalcliffe Barn sign
- Sir Tony Baldry MP, Broadband update. The more people that register the better it is for the village.
- The Local Government Boundary Commission, Electoral Review of Cherwell. Notice on board.

13. Councillors Reports

Cllr Melvin noted that ownership of all pieces of land needs to be tied down. At present it is difficult to know which land the Parish Council owns.

Cllr Bell asked the Parish Clerk to find out if the village categorisation level has changed in the Local Plan and whether minor developments would be allowed as well as infill and conversions.

Action: The Parish Clerk to ask Cllr George Reynolds.

Cllr Foley reported two For Sale Boards in Park Lane and Brick Row which are not required.

Action: The Parish Clerk to write to Stanbra Powell and Martin & Co and ask them to be removed.

Cllr Foley advised that he has dug out a trough in Park Lane for the water to go down.

Cllr Foley suggested that the Parish Council think about putting on a village fete. These have happened before and been well attended in the past. The last one was not well attended but this could have been down to timing and holidays.

Cllr Foley spoke about the North Oxfordshire Parish Council group which is a group of local Parish Councils who meet twice a year and discuss problems that are common in most villages. The next meeting is Monday 19th January. Cllr Foley is hoping to attend.

A note to be put in the Link about stones on driveways being illegal and dangerous.

Action: The Parish Clerk to draft a note.

Cllr Morgan asked if 'Review of the Conservation Area' can be added to the February agenda. The Conservation Area was last reviewed in 1988.

Meeting Closed 9.15pm

Next meeting date 24th February at 7pm.