

SWALCLIFFE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING **OF 23RD JUNE 2015 AT 7.00PM** **IN SWALCLIFFE VILLAGE HALL**

Councillors Present

Jane Morgan (JM)

Jenny Bell (JB)

Ben Benson (BB)

Mick Foley (MF)

Lizzie Melvin (LM)

Victoria Taylor (VT)

Christine Coles, Parish Clerk (CC), Kate Foley of the Village Hall Committee, Mrs C Stoertz and Mark Williams of Swalcliffe Park School

1. Apologies

Gay Harris of the PCC

2. Declarations of Interest

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

Cllr Bell declared an interest in the discussion on overgrown vegetation in Park Lane.

Cllr Melvin declared an interest in the payment to be made to Gerry Melvin.

3. To receive an update from Mark Williams of Swalcliffe Park School

An email had been received from Rob Piner about the summer building work. There should not be too much disruption to the village. Mark Williams (MW) will manage the project and be on site for most of the work. The school will ensure there is little disruption for the neighbours. The Chair suggested that a note is put on the notice-board.

MW gave an update on the clearing of the vegetation. The wall has been cleared both sides and work should be completed by October. It has been a huge task and both sides have been done. The wall is in good condition and once cleared will be easy to manage. MW advised that a scheduled tree condition survey across the site will be carried out in the Autumn time. The first priority will be health and safety implications and to take advice about crown thinning and reduction. The school cannot guarantee the work will be done this year and may go on the schedule for another season. Mrs Stoertz questioned how much obligation there is on owners of trees to thin them out so that neighbours have light. Cllr Bell noted that the trees were thinned five years ago and it did improve the lighting along Park Lane. If it is a matter of money, people in the area may contribute. Cllr Benson has suggested a working party to help with costs but this could only apply to work on undergrowth, saplings and ivy. Cllr Bell has concerns about saplings and not big trees.

MW noted that the school lights will be turned off at the end of term. The school now have their own designated broadband line which they had to pay for. An educational Ofsted visit happened on 13th and 14th May. The school got outstanding on all accounts. Only 12% of special schools in the UK have got outstanding.

Cllr Foley spoke about the Woodland Play Area. The working party will meet soon and MW will join the group. Some tree clearance has been done. In the CDC report the wall is referred to as a listed wall but it is part of an environmental listed building.

The Chair thanked MW for attending the meeting and he left the room.

4. To receive an update from Kate Foley of the Village Hall Committee

Kate Foley (KF) reported that new committee was formed last year and they have met six times since last July. The hall needs major improvements such as a new kitchen.

The annual running costs which amount to about £1200.00 per year are paid out of a small resource from hall hire. The biggest cost is the electric and a huge bill from NPower has just been received for £501.00 for the period 26th June 2014 to February 2015. This was because there was no access to the hall. The meters have been checked and two payments have been taken. The meter readings were very high in comparison to the use of the hall. KF suggested that the low level heaters are decommissioned and once the problem is resolved with NPower, the committee review the whole heating system. The overhead heaters work via the £1 coin meter.

KF asked the Parish Council if they could cover utility and running costs of the village hall? This would mean the committee could concentrate on creating more income by promoting the use of the hall and raise funds to carry out improvement projects. The committee would like a new kitchen and new chairs. Cllr Taylor may get a company in to quote for a new kitchen.

Other discussion items including creating a calendar for everyone to see on google. A book or planner might be kept in the hall. The correct postal address for the hall is OX15 5EQ but the committee have little resources to pay for broadband. The lighting in the small meeting room needs improving. Cathy Stoertz advised that the big refurbishment in 2006 was funded by a grant organised by Doug Seymour. She felt that there are grants out there for small community projects.

Action: KF to produce a list of expenditure and a wish list for the village hall for councillors. Once produced it will be circulated to councillors and the matter to be discussed at the next two meetings.

5. To receive an update from David McLindon of the Village Fund Group

An update was received from David McLindon.

Village play area:

Following the village plan survey and the massive majority of the villager in agreement that the village play area become a reality. They are pushing ahead with the funding for this part and have a meeting planned for next month to progress a few projects forward.

1. Comunit *Tea* - This will be an afternoon/early evening event showcasing afternoon tea and music dates TBA.
2. Last night of the Proms celebration. This will take place in the Village hall with the hope that it will become an annual event and move outside the barn next year (Permits been agreed in principle). Should involve live music, Gin garden, Pimms area and bar with food provided.
3. Pumpkin Rolling down Bakers Lane. This was tried this last year on a small scale with great success with a select number of children of the village. This will be extended this year to include villagers garden decoration, a pumpkin decorating competition and a ghost trail around the church yard (Request will be placed with PCC for this but members of the committee do not see problems with this).
4. Panto - The writing is well underway and discussion about the timing still to be ironed out.
8. Harvest Supper - The Village Fund are only involved in the promotion part of this as most of the funds go to the church but some go to the Village Hall.
7. There will be the Christmas Market on the 1st Saturday of December.
9. Burns Night - Mr and the new Mrs Sherer have mentioned that they might be doing one next Year. David McLindon will try and get this confirmed as soon as he can.

At present there is £6515.28 in the bank, of which £3k has been allocated to the Church Toilet and Kitchen fund. The 1st phase should be happening at any point now.

Each event raises between £350.00 - £2,400.00 with the average of about £800.00. They are getting to a point in early 2016 projected of about £9K. So depending on the shared funding and grants available they should be able to help part fund the Play Area. There are of course no guarantees for this money and they will have to push outside of the village to get people involved and paying.

6. To approve the minutes of the previous council meeting held on 21st April and 12th May 2015

The minutes were both approved and signed.

7. Open Forum

There were no villagers present.

8. Matters Arising

Bird boxes acting as a speed deterrent - Cllr Benson to speak to Colin Hill.

Overgrown vegetation- Although Mark Williams has given an update on the clearance of the vegetation, Councillors felt there could be more work that the boys could help with. This would strengthen relationships within the village. There are other stone walls in Park Lane which could be cleared. The weeds in front of the church wall have already been cleared by a working party. It was agreed that a meeting would be set up with the school in six weeks time.

Dog bins - Owen Brunnsden will charge £30.00 to install each bin. The bins have been ordered from Glasdon UK. There are 33 dogs in the village now.

Action: The Parish Clerk to buy 4 bags of postcrete and supply four bin bags for the new bins after installation. Cllr Foley/Parish Clerk to produce a note for the Link for dog owners.

Trough in Park Lane - Cllr Foley has spoken to Duncan Jack and the trough needs to be in place when it rains as there is a drainage problem.

Welcome to Swalcliffe Leaflet - Cllr Foley to discuss with David McLindon about how much of the leaflet can be put on the website.

Parking outside 1-2 Madmarston View - The Parish Clerk to take a photo and write to Sanctuary Homes.

Review of Conservation Area - No response has been received from CDC. The Parish Clerk to write again.

No Village Hall Parking signs - The signs have been ordered.

Bus Shelter - This is a low priority in the parish plan survey. It will be reviewed again at a later date.

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

Defibrillator - Cllr Benson confirmed that BT have sent an email to say that the phone box is not on the removal list. The phone will have to stay in the box and the defibrillator put near to it. The phone cannot be removed at the moment as the mobile phone signal is very poor. This will have to be reviewed each year. Mrs Carter has offered the use of her wall for the defibrillator. The area by the phone box which looks after the salt bin needs uplifting with general turfing and simple planting.

Action: Cllr Benson to contact Mrs June Carter who originally asked to get the phone box removed by BT. The Parish Clerk to email Cllr Taylor with dimensions for her to get a quote for a frame to be made. The Parish Clerk to contact Highways and ask about a lead going through their land. Cllr Benson to ask advice from Owen Brunnsden about slow growing shrubs for this area that require little attention.

Registration of Area in front of school - Councillors to think of how to progress this.

9. To discuss the registration of the Fuel Allotment

The Fuel Allotment will be registered after the garage area is sorted out.

10. To receive an update on Broadband

Both Swalcliffe Park School and The Manor have superfast broadband. Swalcliffe is classed as a conditioned white area. It was thought the work was being done by BT but Gigaclear are doing the work. They have not decided when Swalcliffe will be done and they will put their own infrastructure in.

Action: The Chair to contact the Managing Director of Gigaclear.

11. To discuss access request for Bacon Farm

A letter was received from Erica Rifat who is going to move into Bacon Farm at the end of August. She has suggested extending the current wayleave payment that is currently paid every three years. Her suggestion is to extend to 99 years and pay a proportional amount of £3300.00.

Action: Cllr Foley to look at land registry documents for details of exact boundary lines. The Parish Clerk to invite Maurice Cooling to the next meeting. The Parish Clerk to ask Erica Rifat to clarify her normal access route.

12. To discuss the pre-application planning response from CDC regarding the Swalcliffe Woodland Play and Picnic area

Cllr Foley reported that the pre-application planning response had been received from CDC and the survey results are in from the parish plan. The working party will meet in a few weeks time. They will take the points on board that have been raised and prepare the paperwork. The Swalcliffe Village Fund Group will allocate some money and the working party will look at grants and funding. The working party will report back to the Parish Council with an update and way forward.

13. To receive an update on the Community Plan survey

Cllr Bell reported that the survey results have been analysed. The information will be put in the Link. A second meeting will be held in July about how to move the plan forward. An open meeting is planned for 22nd September.

A film Club was at the top of the list of preferred extra activities. Five people are interested in helping with Speedwatch. There is good support for the play area and village hall. There is less support for the bus shelter. This will be reassessed in a years time. There is support for the dog bins and defibrillator. Most people find Swalcliffe a nice place to live. Broadband and mobile signals are not so good. The response to the housing questions was mixed. Some people would like a library, wi-fi, film club and bridge society in the village hall.

Cllr Foley felt the survey was excellent and the process handled well.

Action: Cllr Bell to give an update at the July meeting.

14. To discuss Speedwatch, VAS signs and battery charging/changing

The current equipment used for Speedwatch is broken.

A discussion took place about the changing of the sign batteries at the bottom of the village as no-one has come forward to do it. Cllr Taylor spoke to Colin Hill who has time constraints. Councillors discussed asking the supplier if the signs can be lowered. There is an issue as a ladder is needed to change the batteries. Cllr Benson offered the use of a ladder whilst the Parish Clerk asks the supplier if the batteries can be lowered. Cllr Foley suggested that a rota is drawn up for three months at a time. Cllr Benson suggested that a form of acknowledgement might be given to those who change the batteries and the village hall used to charge the batteries.

Action: Cllr Taylor to ask Louise Beaumont when the Speedwatch equipment will be fixed. The Parish Clerk to email the mobile number for Tom Bailey to Cllr Taylor. The Parish Clerk to contact the supplier. Cllr Benson to ask Owen Brunsdon how much he would charge to change the batteries.

15. To discuss overgrown vegetation in Park Lane

This was covered at the beginning of the meeting.

16. To discuss the repair/installation of the disabled parking bay outside the village hall

Cllr Benson reported that the work will be expensive. Owen Brunsdon had arranged for a surveyor to come out and produce drawings although Cllr Benson did not agree to this. The cost of the work could be £2-2.5K. It was agreed that Gerry Melvin would be asked to occasionally sweep the area which is a cheaper option.

17. To receive an update on the garage area

Cllr Melvin has suggested that she submits a pre-planning application for the garage area to CDC with help from Cllr Foley who has just submitted one for the woodland play area.

18. Finance Report

Bank balances are as follows:

Current account £9,039.62

Deposit account £16,496.40

Betty Panks Account £4,315.95

The following payments were approved:-

- £473.55 to Parish Clerk (hours)
- £43.39 to Parish Clerk (expenses)
- £159.90 to V Taylor (food for APM)
- £192.00 to Westcotec (purchase of 2 VAS batteries)
- £9.00 to Peter McLoughlin (overpayment of garage rent)
- £420.00 to Gerry Melvin (grass cutting)

To approve and sign Sections 1 and 2 of the Annual Return 2014/15

The Parish Clerk presented Sections 1 and 2 of the Annual Return. They were accepted by the council and signed by the Chair and Parish Clerk. The appropriate notices have been put on the notice-board and the paperwork has to be sent to the external auditor for 27th July.

19. Planning

The following application had been received by the council:-

- 15/00748/F, Internal and external alterations to part of existing stable building to allow use as B1 light industrial unit together with ancillary offices at Stable Block, Swalcliffe Grange, Grange Lane. Application in name of Ben Benson Farriery. No objections were raised.

An update was given on an older application:

- 14/01762/F, Use of land at Grange Farm for mixed use comprising part agricultural, part equestrian training and competitions (Use Class D2): retention of 1 no. access and relocation of 1 no access on to the road leading from the B4035 to Sibford Ferris: extension to existing parking area and retention of equestrian jumps and obstacles; as detailed in agent's letter dated 22nd December 2014 at Swalcliffe Park Equestrian Ltd, Grange Lane. Approved by CDC with a schedule of 18 planning conditions.

20. Correspondence

The following correspondence had been received:

- Lynne Williams at BT, phone box
- ORCC, Details of a data research project
- OALC, Invitation to AGM
- Peter McLoughlin, options for garages
- PCSO Louise Beaumont, Speedwatch
- CDC, Publication of the report into the Independent Examination of the Submission Cherwell Local Plan
- Alan Collins, NAG Meetings
- Erica Rifat, Swalcliffe Common - Wayleave

21. Councillors Reports

Cllr Taylor asked for an update on the Park Lane signpost which is rotten. The Parish Clerk to chase OCC Highways.

The Parish Clerk had circulated details to councillors about NAG meetings organised through Thames Valley Police. The Chair asked the Parish Clerk to find out when the next meeting is and to keep Peter Morgan updated as he would be attending.

Meeting Closed 10.20pm