

# MINUTES

For the meeting of Parish Council, held on Wednesday, 13<sup>th</sup> June 2018

## Council Business:

Cllr. Bohm requested that the order that items be discussed be altered so that documented below.

**18.325.6 Resolution: to form Groups of Responsibility - see note attached entitled "Chairs Report"**

Cllr. Bohm explained the concept of how the council would be run in future subject to the agreement of all the councillors. There had been discussions with councillors as to their possible roles. The proposal in the report which explained the various roles and responsibilities was agreed.

**Approved**

Cllr. Bohm also reported on a meeting with Weston Manor, where the Manor indicated a new willingness to work and interact with the village.

Another company whose premises were on the edge of the village had indicated a willingness to have a "work day" where they would help with various village projects.

**18.325.1 To receive any apologies for non-attendance.**

Apologies received from Cllrs. Donne and Evans.

Cllrs. in attendance: Bohm, Davis, Forbes, Mullane, Stafford-Allen, Whitfield.

**18.325.2 To receive any declarations of interest**

Declarations of interest: Cllr. Mullane – Southfield Farm development  
Cllr. Bohm - Stonehouse

**18.325.14 To receive report on Oxford-Cambridge Expressway meeting (Charlton on Otmoor) – June 6<sup>th</sup>, 2018**

Cllr. Davis reported on this meeting which had been well attended by other local villages and groups. None of the routes were thought to be satisfactory and there was a suggestion that there should be a 4<sup>th</sup> option of "No Expressway". Although there was some discussions on preferred routes, it was thought that a combined approach by all interested parties against any Expressway would indicate a strong combined force against the proposal.

## Public Participation session:

R. Evans spoke at length about all the proposals. T. Henman, supported what he had said but was critical of the Parish Council for not having reacted to the proposals. There was concern that there were no plans from the P.C. to comment on the proposals although it was agreed that the PC had not been invited to comment and without any details of the proposals it was difficult to formulate a constructive comment.

Further discussions continued, in depth for over 40 minutes.

Cllr. Bohm emphasised that the PC would firmly support any action group formed to fight these proposals and the following actions were agreed:

- \*PC to write to all known contacts stating our views and concerns – draft a letter and circulate to other parishes to ask if they will sign. (SD/DB).
- \* Host a village meeting (DB)
- \* Contact other parishes to organise a joint meeting possibly hosted by WOTG. DB & SD to attend Joint Parish Meeting on 20<sup>th</sup> June and look for support.
- \* Consider joining actions arranged by other parishes, promoting a common position. (SD)
- \*Monitor and support parallel actions undertaken by WF2 group (SD/DB)

- 18.325.3 To receive and approve the Minutes of the Parish Council Meeting held on 9<sup>th</sup> May 2018**  
**Approved**
- 18.325.4 To receive and approve Minutes of Annual Parish Meeting held on 30<sup>th</sup> May 2018**  
**See 18.325.13**
- 18.325.5 Past Subject Matters – for the purpose of report only**  
Report from Clerk of actions arising from previous meeting.  
There were no actions to report.
- 18.325.7 Resolution: To discuss and approve that the three signatories for invoice payments will be: Cllrs. Diane Bohm, Susan Davis and Henry Donne.**  
**Approved**
- 18.325.8 Resolution: To discuss and approve the purchase of three galvanised rubbish-bin liners for the Playing field bins from “Impbins.com (Rototek Ltd)”.**  
These cost £28 each ex VAT, (£33.60 each incl. VAT), - total cost = £100.80 + shipping.” The principal of purchasing these items for the Playing field was agreed at the May 2018 meeting.  
**Approved**
- 18.325.9 Resolution: To approve the purchase of bolt-covers from Playdale. A set of 20 washers and domes, Cost £21.22.” (This cost includes VAT and Shipping)**  
**Approved**

**FINANCIAL MATTERS:**

- 18.325.10 Resolution: To approve following payments:**
- |                                                                                               |         |
|-----------------------------------------------------------------------------------------------|---------|
| Traffic Advisory Group: for purchase of “20’s Plenty” signs (as agreed at March 2018 meeting) | £525.10 |
| Purchase of 2017 Good Councillor Guide (9 copies) from OALC:                                  | £46.80  |
| Eric Payne – grass-cutting (May 2018) (includes stocks, and two areas of grass by Ben Jonson) | £240.00 |
| Neighbourhood Plan printing (June 2018)                                                       | £166.11 |
- Approved**
- 18.325.11 Resolution: To allocate £600 for printing and analysis cost for Transportation Advisory Group village survey**  
Agreed that since no allocation for this cost had been made in the precept, paper and printing would be done in house (shared between Cllrs). and an attempt to analyse the data ourselves would be done initially based on previous survey.

**18.325.12 Resolution: To agree the purchase of laptop, printer and software with monies already provided by Government Transparency Grant of £986.59**

Application was based on following:

Laptop	£249.00
Software	£59.00
Scanner/printer	£90.00
Website set-up costs	£499.00
Website monthly costs	£127.50 (15 months)

TOTAL: (applied for)	£1,024.50
Received (Grant)	£986.59

Note: recording device ran out of power at this point but not noticed at time.

Clerk explained that costs are based on the maximum cost allowed for each item in the grant application and advertised cost of specific items (John Lewis).

**Approved**

NM & RSA to progress purchase of items.

**18.325.13 To receive report on Annual Parish Meeting (May 30<sup>th</sup> , 2018).**

The Minutes of Annual Parish Meeting had been circulated and were approved.

**18.325.15 To receive report on Works Advisory Group – Works goals**

A draft list of Works for the village had been circulated and it was agreed that the Works Committee would convene to share ideas and develop a broader strategy that sat across the works schedule.. The list would be refined into a seasonal works schedule and where contractors would be used as opposed to volunteer time and vice-versa.

Action: RSA/KE

**18.325.16 To receive report on Neighbourhood Plan**

Update received from Cllr. Bohm

**18.325.17 To receive report on local planning applications and make recommendations for responses – see attached.**

- \*Check planning conditions of Manor Farm approval re. planting scheme to hide car-park
- \*Check whether mobile home caravan is still in-situ despite withdrawal of application.
- \* Confirm “no objections” to Old School planning application
- \* Circulate email regarding TPO for oak-tree
- \* Convene Planning Group to review footpath from proposed Southfield Farm development and report back to PC (DB, NM, RW, SD).
- \* Write letter of complaint to CDC regarding Stonehouse and the visual impact on the conservation Area.
- \* Agree who will write response to Stonehouse and Chequered Flags planning applications

Actions: HD/BH

**18.325.18 To receive summary explanation Parish Council Accounting, Budgets and Precepts**

See attached. To be discussed at next meeting.

**18.325.19 Date of next meeting: July 4<sup>th</sup> 2018**

**Arrange further date for end of July or beginning of August** Further dates for 2018: August – no meeting, September 5<sup>th</sup>, October 3<sup>rd</sup>, November 7<sup>th</sup>, December 5<sup>th</sup>.