

**MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 10<sup>th</sup> January 2019 at 7.30 pm.**

**Present:** G. Matthews (Chairman), S. Cusick (Vice Chair) (SC), Councillors I. Hogg (IH), J. Nicholson (JN) and County Councillor Liam Walker (LW), Andy Clements (AC), District Councillor H. St John (HSJ)

**In attendance :** Allison Leigh (Clerk) (AL)

**153/18. Apologies for absence:** C. Frost (CF), D. Fettes (DF)

**154/18. Declarations of interest:** HSJ declared an interest in planning application 18/03553/HHD. AL noted this would not be decided at this meeting as it was received after the agenda was published, but HSJ would like his interest minuted in case it is discussed.

**155/18. Minutes of meeting held on 13<sup>th</sup> December 2018:** The minutes were approved and signed with one deletion.

**156/18. Public Forum:** No members of the public were present.

**157/18. District and County Councillors' Reports:**

**WODC**

HSJ reported that there would be a section of New Yatt Road closed from 14/1/19 for 3-4 weeks for the installation of a sewer connection.

HSJ reported he has been looking into a 20mph speed limit. He was spoken to Swinbrook PC who have instituted a 20mph speed limit. He has received information on steps to take and costs. He indicated that he and AC will be attending a meeting of 4-5 parishes on road safety. From there, he and AC will review the information from Swinbrook and that obtained from the meeting and report back to council.

HSJ reported that he will be attending the Community Resilience meeting on the 15<sup>th</sup> January. The issue of an emergency plan was raised. AL reported it is still on her list.

HSJ discussed a salt box at Windmill Road and Windmill Close, but it was felt another salt box was not needed.

HSJ reported that a community bus has been started in Freeland and enquired as to whether or not it could be shared with North Leigh. LW indicated they are just getting the project off the ground, so it wouldn't be feasible at the moment. If

at a later date it seems feasible, North Leigh would need to register with them as a group.

### **Oxfordshire County Council (OCC)**

LW reported there had been 2 crashes on the A4095 – one by Park Road and the other by Boddington Lane. He has spoken to Thames Valley Police (TVP) regarding the safety of the road. TVP has reported that signage would be an improvement as well as white lines being maintained. There is also talk of the 40mph being extended.

LW reported that he is waiting for the grit bin to be moved from its current location at Bridewell Close to a new location.

LW also noted the New Yatt Road closure noted earlier by HSJ.

LW reported that the highways team is looking to improve customer service and he has attended a meeting on this.

LW noted that WODC is looking into the wheel washing issue. It was noted that mud on the road is a police matter.

LW noted that he has taken another look at Footpath 24 and not found any issue. AL will respond to the resident who had e-mailed about this.

It was noted that the planning application for reduction of affordable housing requested by Bellway has been withdrawn as of 4/1/19

**158/18. Thames Valley Police Report:** There was no report.

HSJ reported that there had been talk of a new Community Liaison Forum, but he has not heard anything further.

### **159/18. Finance**

- **Finance report**

#### *Payments to be authorised*

<b><u>Payee</u></b>	<b><u>Item</u></b>	<b><u>Cheque number</u></b>	<b><u>Amount</u></b>	<b><u>VAT</u></b>	<b><u>Total</u></b>	<b><u>Date</u></b>
Allison Leigh	Clerk Salary	102867	453.37	0	453.37	31/1/19
Allison Leigh	Mileage and expenses	102868	53.00	.21	53.21	10/1/19

OALC	Internal audit course	102869	45.00	9.00	54.00	10/1/19
WODC	Adventure Playground cleaning	102870	113.91	22.78	136.69	10/1/19
HMRC	PAYE	102871	91.20	0	91.20	10/1/19
North Leigh Youth Project	Room hire	102872	20.00	0	20.00	10/1/19
O. G. Stonemasonry Contractors Ltd	Pointing of war memorial	102873	686.00	137.20	823.20	10/1/19

*Receipts since last meeting*

<u>Payee</u>	<u>Item</u>	<u>Amount</u>	<u>Date</u>
HSBC	Interest	24.98	7/12/18

**Account Balances as of 31/12/2018**

Community Account £19,079.98  
GB87HBUK40470760614815

Business Money Manager £50,462.23  
GB71HBUK40470771294318

**Reconciled accounts as of 31/12/2018** £69,026.34

- **2019/2020 Budget/Precept approval:** A. Leigh presented the 2019/2020 budget. It was noted that the council would like to increase the West Oxfordshire Citizens Advice Bureau donation to £200 for 2019/2020. It was noted that the council would like to proceed with Grundon to provide and empty a bin at the Cemetery for an annual cost of £513.62 which AL will add to the budget.

The council agreed to a precept of £35,000, which is lower than 2018/2019. AL will send the precept form in to WODC.

It was noted at this time that the bins at Cuckamus Green need looking at. AL will follow up as she has been in contact with WODC about this.

**160/18. General Data Protection Regulation (GDPR):** AL noted that she had circulated a General Privacy Notice and a Staff Privacy Notice to the council. The council had not had enough time to review, so this will be carried to the next agenda.

**161/18. Neighbourhood Plan:** It was noted there was nothing to report at this time.

**162/18. Parish Councillor Vacancy:** AL noted that there are 3 interested parties. She has forwarded the information on 2 candidates to the working group, but is waiting for information on the 3rd. She will inform the 3rd candidate that the council will be scheduling interviews imminently so if interested he should let her know asap. The working group will begin to schedule interviews.

**162/18. Standing Orders:** AL circulated the proposed Standing Orders to the council prior to the December meeting. This is to go on the February agenda.

**164/18. Planning Applications:**

<u>Planning number</u>	<u>Address</u>	<u>Date received</u>	<u>Date comments due</u>	<u>Comments</u>	<u>Decision</u>
18/03472/FUL	North Leigh Church of England School	12/12/18	2/1/19	No objections with comments	
18/03463/HHD	3 Barn Cottages Heath Farm North Leigh	13/12/18	3/1/19	No comments	
19/00004/HHD	15 Evenlode Close North Leigh	2/1/19	23/1/19	No objections with comments	

AL reported she had received a letter from a resident asking as to the reasoning for the Parish Council not objecting to the planning application for the Methodist church. DF sent an e-mail to AL explaining and AL will send a note back to the resident.

- S106 monies: It was noted that there are S106 monies in the pipeline and that this should remain as a standing item on the agenda.
- E-planning: AL reported company supplying the projector no longer has the one the council had approved and she is waiting for more information on the new one.

### **165/18. Open Spaces**

- **School Playground lease:** IH has given the solicitor to go ahead for searches and is waiting to hear back. IH will follow up.
- **Playground inspection/reports:** IH reported that there is quite a bit of litter at the Adventure Playground, but that the grass is ok. The school playground is ok, but needs for the lease to be sorted so the flooring and zip wire can be worked on.
- **Cuckamus Green report:** SC has confirmed the dog bins in the village have been emptied.
- **Bus Shelters:** DF asked if this could be put on the February agenda.

### **166/18. Cemetery/ Churchyard:**

- **Activity:** It was noted there has been no activity.
- **Cemetery gate:** AL noted that she has been in touch with the carpenter, but still not heard anything. AL will follow up with Eynsham Sawmill directly.
- **Regulations:** AL reported that she has sent them to AC for review.
- **Garden of Remembrance tidiness:** AL noted that she and AC are working on a plan of the Garden of Remembrance to create a more even layout.
- **Stone inspection:** It was noted that AL, HSJ and AC are going to do an inspection of the stones 11/1/19.

It was noted that an issue of some of the graves sinking has been raised. AL will contact Andy Slade, the gravedigger, to discuss.

**167/18. Traffic/Highways Matters/Speedwatch:** AC noted the meeting that HSJ mentioned in item 157/18. He reported that the council is waiting to hear from Shipton under Wychwood Parish Council as to what equipment they've purchased. From there the council can see if there is any money it would like to ask LW for.

**168/18. Correspondence:** AL noted she had received a letter from a resident asking about Bellway's permission to put signs about home sales on telephone/lampposts. AL to follow up with highways and get back to the resident.

**169/18. Matters for report: To raise matters for discussion without decision or items for next meeting:** GM enquired as to how the cemetery record digitization is coming along. AL report that she has put in 20 records as they are very time consuming.

AL reported she has been on an internal audit course. She indicated that since Paul Lawrence resigned, there hasn't been a councilor reviewing her work. GM will ask DF if he can take this over. AL will add the selection of internal auditor to the next agenda.

It was raised that there has not been a new editor appointed to the Nor'Lye News. It is unknown as to whether or not there will be a February issue.

**Date and time of next meeting:** Thursday 14<sup>th</sup> February 2019

The meeting closed at 9:15pm

Chairman ..... Date.....