

**MINUTES of the meeting of North Leigh Parish Council held in the Youth Centre at the Memorial Hall on Thursday 11<sup>h</sup> May 2017 at 7.30 pm.**

**Present:** G. Matthews (Chair), I. Hogg, D. Fettes, H. St. John (Councillor and District Councillor), J. Nicholson, P. Lawrence, L. Walker (County Councillor)

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

**16/17 Apologies:** C. Frost, S. Cusick (Vice Chair)

**18/17 Minutes**

Minutes from 13.04.17 were approved and signed.

**19/17 Public Forum**

One member of the public was in attendance to observe only.

**20/17 District and County Councillors Report**

H. St. John reported that there has been no further discussion of Rectory Homes at WODC.

HSJ also discussed the EIP West Oxfordshire Local Plan and indicated Stage 2 is the overall strategic policy. Stage 3 will be in July.

**21/17 Thames Valley Police Report:** H. St John reported there is no NAG meeting until 15<sup>th</sup> May.

**22/17 Library**

- L. Walker reported that possibly the library would become a 24-hour library with residents holding scan cards.
- A. Leigh to put a notice in the NLN regarding starting a Friends of the Library group.

**23/17 Parish Councillor Vacancy:** The deadline for submitting applications is tomorrow, the 12<sup>th</sup> May. A. Leigh to forward Keith Butler's e-mail of requirements to the working group.

**24/17 Neighbourhood Plan - update:** A. Leigh reported that Tom McCulloch from Community First Oxfordshire will attend the APM/AGM to discuss the differences between Neighbourhood Plans and Community Plans. H. St. John indicated that Freeland has done a Community Led Plan and that Hailey has done a Neighbourhood Plan.

of yet on Rectory Homes.

**25/17 Village Spring Clean:** This will take place on Sunday, the 14<sup>th</sup> May at 10am outside the Memorial Hall.

**26/17. Planning Applications:** The council agreed to the following responses on the following Planning Applications.

17/00960/HHD	4 Windmill Heights North Leigh	18/04/17	12/05/17 (original due date 09/5/17 – extension granted)	No objections (responded 12/5/17)
17/01293/HHD	33 Common Road North Leigh	20/04/17	11/05/17 – Asked for an extension until 12/05/27 – no response)	<b>Objects on the following grounds: The proposal doubles the ground floor area of the existing property. It becomes overbearing to the neighbouring property to the south (no. 35) and its size would be out of keeping with the street scene.</b>
17/00610/HHD	Marmaduke Cottage 1A New Yatt Road North Leigh	21/04/17	12/05/17	No objections (responded 12/5/17)
17/01447/HHD	Gable Cottage I Park Road North Leigh	10/5/17	31/5/17	No Objections (responded 12/5/17)

**27/17. Open Spaces Report**

- **Playground lease:** I. Hogg asked if the Council would like to help write the lease. A. Leigh to look for the current lease.
- **Playground inspection/reports:** I. Hogg reported there is quite a bit of litter that he is taken care of. A. Leigh reported that C. Frost had indicated all is well with Cuckamus Green. A. Leigh to look into WODC cleaning of the Adventure

Playground and what it covers. I. Hogg to e-mail inspection reports to A. Leigh.

- **OCC/WODC grass cutting/rural cuts:** Council to discuss at next month's meeting.

## 28/17. Finance

- **Audit:** Council reviewed report from Internal Auditor. Council agreed that, going forward, the Clerk will bill expenses with receipts and a home allowance will be agreed upon by the Council. The Chairman and Clerk signed the external audit paperwork. A. Leigh to submit it.
- **Finance Report**

### *Payments since last meeting*

<u>Payee</u>	<u>Item</u>	<u>Cheque number</u>	<u>Amount</u>	<u>Date</u>
WODC	Cuckamus Green Windmill Heights St Marys Churchyard Cemetery	102612	420.16	11/05/17
WODC	Adventure Playground Cleaning	102613	132.07	11/05/17
WODC	Election costs	102614	104.89	11/05/17
SLCC	Cemetery training	102615	87.00	11/05/17
North Leigh Youth Project	Room hire – 11/5/17 meeting	102616	20.00	11/05/17
Allison Leigh	Clerk Salary	102617	440.76	31/05/17
Allison Leigh	Mileage	102618	31.77	11/05/17
Trish Ingham	Internal audit	102619	105.00	11/05/17

### *Receipts since last meeting*

None known.

### *Bank Balances as of 31/03/17*

Community Account  
GB50MIDL40470760614815

£ 16,532.23

Business Money Manager

- **Insurance Renewal:** A. Leigh reported that the insurance renewal is due the 1<sup>st</sup> June 2017. A. Leigh to send the updated asset register to the insurers per the internal auditor's report.
- **Other:** The Council discussed the charitable status of the Hall Management Committee. No decisions have been made.

#### **29/17 Cemetery/ Churchyard:**

- **Activity:** A. Leigh indicated there had been 1 second interment of ashes since the last meeting.
- H. St. John reported that he had reviewed the Cemetery over Easter weekend and the 2<sup>nd</sup> mow had been done. A. Leigh to look into green bin rental.

**30/17 Traffic/Highways Matters/Speedwatch:** P. Lawrence has emailed the council about this. 7:30 – 9am is the proposed time. It was discussed that at least 3 people will be needed at a time. P. Lawrence to e-mail dates and pick a site.

#### **31/17 Correspondence**

- There was an e-mail from Steve Legg regarding Cuckamus Green. The Council discussed whether it might be useful to put a curb to define the boundary and prevent flooding. D. Fettes to contact OCC regarding the boundary of the highway.
- G. Matthews has written to Virgin and had no response at the time of the meeting.

#### **32/17 Matters for report: To raise matters for discussion without decision or items for next meeting:**

There was a discussion about Occupation Lane and the lane being re-opened as a footpath.

G. Matthews reported he and P. Lawrence went to the AGM of the North Leigh Youth Project at which they thanked the council for its donation.

**Date and time of next meeting:** Thursday 25th May 2017 at 7.30 pm. This will be the APM/AGM.

The meeting closed at 9:05pm.

Chairman .....

Date .....