

MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 11th October 2018 at 7.30 pm.

Present: G. Matthews (Chairman), S. Cusick (Vice Chair) (SC), Councillors I. Hogg (IH), C. Frost (CF), A. Clements (AC), D. Fettes (DF), J. Nicholson (JN) District Councillor H. St John (HSJ) and County Councillor Liam Walker (LW)

In attendance : Allison Leigh (Clerk) (AL)

97/18. Apologies for absence: Councillor P. Lawrence (PL)

98/18. Declarations of interest: None

99/18. Minutes of meeting held on 13th September 2018: The minutes were approved and signed.

100/18. Public Forum: None.

101/18. District and County Councillors Report:

WODC

HSJ reported he attended a meeting last week with Thames Water and the Environment agency. The main problem is water getting into the sewage systems. Flooding is causing the issue. No one has been able to ascertain why the water is appearing grey in the River Windrush. The majority of rivers are poor and HSJ advised people to be careful what they put down drains.

HSJ is going to arrange to have a tour of the sewage treatment works and ask why no improvements have been made while there has been an increase in housing.

HSJ reported there had been issues with Bellway. Dust is an issue and the footway is still unresolved.

HSJ reported that part of the drain has collapsed in the school park which is due to be fixed.

HSJ reported that he had attended the Citizens Advice West Oxfordshire AGM and noted that the parishes in West Oxfordshire donate very little.

HSJ noted the WODC held an Economic and Social Overview and Scrutiny Committee meeting. At the meeting it was noted that County Lines and the associated issue of Modern Slavery are a high priority.

OCC

LW reported that Bellway has been using Park Road for HGVs. LW is going to look for the routing agreement made. It was noted that OCC is looking at the incident in with a cyclist in New Yatt.

102/18. Thames Valley Police (TVP) Report: There was no report. A. Leigh reported she had signed up for alerts.

103/18. General Data Protection Regulation (GDPR): AL reported that she had a conversation with the lawyers who wrote the NALC toolkit. They indicated that the council needs a General Privacy Notice, an Employee Privacy notice and a Data Processing Policy for the company doing payroll. They indicated the council must join the Information Commissioner's Office (ICO). They also indicated it is best practice to have a Data Protection Policy.

AL asked about someone reviewing these documents prior to posting and was given an approximate cost of £400-800. Based on this, AL will use the templates in the NALC toolkit and take them along to the OALC GDPR training session for further advice.

104/18. Salt bins: It was discussed that although approved at the last meeting, there may not be a suitable place for the salt bin by Perrott's Close and Bridewell Close. CF to have a review and report back.

IH has spoken to David Thurlow of WODC and they have identified an area in a car park in Ladywell Close where the unused bags of salt continue remaining at Richard Langley's house can be stored. David Thurlow will be in touch with AL regarding the details. IH will arrange for someone at WODC to move the bags to this location.

The council agreed not to order any additional salt for this year.

105/18. Tree of Remembrance Project: The council discussed that it likes the idea of having a Tree of Remembrance and that the best place would be the churchyard. AL to check with Margaret Dixon on this.

106/18. War memorial – cleaning and letters re-painted: It was noted that OG Stonemasonry did a good job on the war memorial. Steve Legg sent an e-mail to AL indicating that there is some lettering is worn and the plinth needs re-pointing. AL is following up on a quote for this as well as when the work will be completed.

GM mentioned he will be away on the 11th November, so SC agreed to place the wreath if she can. The backup will be DF to whom AL will arrange the wreath to be sent.

107/18. Tulip and Daffodil bulb purchase for planting in the village: AL reported that Steve Legg is selling bulbs on behalf of Friends of St Mary's Church. The council agreed to purchase £50 worth of bulbs and requested mainly daffodils, if possible. These will be delivered to SC's house.

108/18. Library update from meeting on 3/10/18: AC reported that there had been a meeting on 3/10/18. The Friends of North Leigh Library are looking for a treasurer. Phil Bloomfield will step down as Chairman to be Treasurer if need be. Flyers are being worked on to generate interest in the library. The group is working to organise events to put the group forward. The next meeting will be early January 2019.

109/18. Planning Applications:

| <u>Planning number</u> | <u>Address</u> | <u>Date received</u> | <u>Date comments due</u> | <u>Comments</u> |
|------------------------|------------------------------------------------|----------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 18/02408/FUL | Wilcote Grange Farm Wilcote Chipping Norton | 12/9/18 | 12/10/18 | North Leigh Parish Council must express its concern that this building is being described as 'agricultural-type' use in the application. The application implies the storage and maintenance of many large farming/forestry vehicles and machinery together with agricultural tractors which are outside the legal definition of 'agricultural use'. We would welcome further information on the types of equipment to be stored there, their potential uses and the impact they may have on the local public roads and tracks. |
| 18/02550/FUL | Bridewell Farm Wilcote Road North Leigh | 18/9/18 | 12/10/18 | North Leigh parish Council note that the application does not include the demolition of existing "redundant" buildings and barns. This implies a very large increase in storage capacity on the farm and will lead to a dramatic increase in the movement of heavy farm machinery and trucks to and from the farm. North Leigh PC require a condition that an impact assessment be carried out on the effects of the weights and dimensions of these trucks and machinery on all local, public roads, |

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|-------------|-------------------------------------|---------|----------|-------------------------------------------------------------------------------------------------------|
| | | | | lanes and tracks leading to the farm. |
| 18/02597/FL | Garden Centre Park Road North Leigh | 21/9/18 | 12/10/18 | north Leigh Parish Council would like to re-state its comments submitted on application 18/00958/FUL. |

- Update on Land west of Ferndale Road - 18/01973/FUL: Members of the planning working group met with Brian Conlon of WODC. There was a discussion as to whether the council does indeed wish to object. Brian said he will look at the objections and will speak to the developers on some items which might be able to be done as a concession i.e. moving where the bins will be. A turning space was noted as an issue and he will possibly ask for an area to turn.

The height of the houses has been reduced.

The council needs to go back and let Brian know whether or not it wishes to hold to its objection or not.

- S106 monies: HSJ noted he had circulated a document on this.
- E-planning: AL reported she had a quote for 2 projectors. The council. Are interested in the Optoma DH350 projector which is £350 + VAT. AL to research a case, remote, stand and/or laser pointer and report back to the council.

110/18. Open Spaces

- **School Playground lease:** AL reported that she has e-mailed the current lease to Pellman's for comparison to the old one.
- **Playground inspection/reports:** IH reported that the school playground is looking ok other than some leaves on it.

He reported that there have been issues reported at the Adventure Playground. AL had received correspondence about a tv being there and people kicking a ball into it causing shattered glass. AL will contact the fly tipping team. It was noted that the grass needs to be cut once more before winter and AL will arrange.

- **Cuckamus Green report:** CF reported all is in good order
- **Grass cutting:** AL reported that she is working through the list that was e-mailed to the council.

It was noted that AL should look at having the grass by Park Road cut early in 2019.

HSJ raised the issue of yellow rattle helping to control grass growth.

- **Noticeboards:** AL reported she has e-mailed the quote to Wendy Goddard. The council would like to proceed and it will be grateful of any monies donated by the Women's Institute. AL to order 2 3-bay noticeboards for Cuckamus Green and East End.

111/18. Finance:

Payments authorised

| <u>Payee</u> | <u>Item</u> | <u>Cheque number</u> | <u>Amount</u> | <u>VAT</u> | <u>Total</u> | <u>Date</u> |
|-------------------|-------------------------------------------------|----------------------|---------------|------------|--------------|-------------|
| WODC | Adventure Playground cleaning | 102839 | 113.91 | 22.78 | 136.69 | 11/10/18 |
| Allison Leigh | Clerk Salary | 102840 | 453.37 | 0 | 453.37 | 31/10/18 |
| Allison Leigh | Mileage and expenses | 102841 | 45.00 | 0 | 45.00 | 11/10/18 |
| PWLB | Loan | Direct debit | 3,718.03 | 0 | 3,718.03 | 11/10/18 |
| Moore Stephens | Audit charges | 102842 | 315.00 | 63.00 | 378.00 | 11/10/18 |
| OCC | Library staffing | 102843 | 2,461.50 | 0 | 2,461.50 | 11/10/18 |
| NLYP | Room hire | 102844 | 20.00 | 0 | 20.00 | 11/10/18 |
| O.G. Stonemasonry | War memorial cleaning | 102845 | 528.00 | 105.60 | 633.60 | 11/10/18 |
| BGG | Grass cutting of churchyard and cemetery 1/9/18 | 102846 | 250.00 | 50.00 | 300.00 | 11/10/18 |
| HMRC | PAYE | 102847 | 100.80 | 0 | 100.80 | 11/10/18 |

Receipts since last meeting

| Payee | Item | Amount | Date |
|------------------------------------------------|------------------------------------------------|---------------|-------------|
| WODC | Precept | 18,656.50 | 24/9/18 |
| WODC | Grant | 304.00 | 24/9/18 |
| Mr Hatwell | Feast rent | 25.00 | 21/9/18 |
| Peter Smith and Son Funeral Directors | Cemetery fees: Hobley EROB and interment | 400.00 | 21/9/18 |

Account Balances as of 30/9/2018

Community Account £33,716.29
GB87HBUK40470760614815

Business Money Manager £50,037.25
GB71HBUK40470771294318

Reconciled accounts as of 30/9/2018 £83237.87

112/18. Cemetery/ Churchyard:

- **Activity:** AL reported that a burial would be taking place.
- **Cemetery gate:** AL reported she has received a quote of £3150.60 + VAT for an iron gate. The council resolved to proceed with a wooden gate and AL will contact Eynsham Sawmill to arrange.
- **Regulations:** The council agreed it would like to proceed with the regulations. AL and AC to tweak and finalise.
- **Garden of Remembrance tidiness:** AL reported she'd had several residents comment on the lack of tidiness of the Garden of Remembrance. It was noted that there had not been a layout of the space prior to now, which accounts for the unevenness of plots. AL has drawn out the space, so graves will be evenly laid from this point forward.
- **Car park sign:** AL will look into a cost for this and report back to the council.

113/18. Traffic/Highways Matters/Speedwatch:

- Decision as to combined purchase of speed equipment with Long Hanborough Parish Council: The council discussed purchasing equipment for Speedwatch that would be shared with other councils. The council resolved not to proceed with this as it agreed equipment is most

effective when it doesn't have to rely on the timing of sharing with other councils.

The council would like to look into some additional equipment and, depending on cost, LW may be able to contribute some OCC monies towards this. AC to research.

114/18. Correspondence: None.

114/18. Matters for report: To raise matters for discussion without decision or items for next meeting: CF reported that there have been sweeper trucks coming down Bridwell Close and using the fire hydrant at the end for water. She reported that the sweeper coming to clean the street is using too much water and brushes that are tearing up the pavement.

There were complaints from residents about the gas works and damages to verges.

It was noted that Gigaclear has started digging in New Yatt.

It was noted that there had been a complaint of a watering can disappearing from the cemetery.

Date and time of next meeting: Thursday 8th November 2018

The meeting closed at 10:00pm

Chairman Date.....