

**MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 13<sup>th</sup> December 2018 at 7.30 pm.**

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

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

**136/18. Apologies for absence:** C. Frost (CF)

**137/18. Declarations of interest:** None

**138/18. Minutes of meeting held on 8<sup>th</sup> November 2018:** The minutes were approved and signed.

**139/18. Public Forum:** Mr Rob Sutton was in attendance to present his ideas for development of his property at 26 Park Road in North Leigh. It is currently rented out to Eynsham Hall for staff accommodation.

GM advised him to discuss options directly with West Oxfordshire District Council (WODC) as, while the Parish Council does receive and comment on planning applications, it does not have the authority/power to make ultimate decisions on them. He also noted that the Parish Council cannot offer advice.

It was noted that attention should be paid to school run times and access.

GM thanked Mr Sutton for his attendance at the meeting and noted that the Parish Council looks forward to receiving his planning application.

**120/18. District and County Councillors' Reports:**

**WODC**

HSJ reported that he has had several discussions with Bellway about the condition of the road. He noted that he is considering a Community Protection Notice. HSJ noted that there should be a wheel washing facility on the site by the 21<sup>st</sup> December.

He noted that there will be a road closure on a section of New Yatt Road from 14 January 2019 to the anticipated completion date of the 8 February 2019.

Swinbrook and Shilton PC are in discussions about a 20mph speed limit. HSJ is waiting for information on this.

HSJ noted that he attended a Parish Liaison meeting. One topic raised was that of Emergency Planning.

HSJ noted he had attended a Neighbourhood Action Group (NAG) meeting. At that meeting it was suggested that the group move to a Community Group Forum.

It was noted that there are discussions with regards to cupboards in the memorial hall for the WI and History Group. AL is waiting for responses from Wendy Goddard and Diana Power.

HSJ referenced the North Witney consultation.

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

LW reiterated what HSJ had said about Bellway's site. The wheel washing and the mud being an extreme issue.

LW referenced the Eynsham Park and Ride and A40 Bus Lane Consultation which is open on the OCC website until 6/1/19. He noted it is a £35M project to link the A40, A34 and A44.

LW indicated that the grit bin placed at the top of Bridewell Close will be moved to the bottom of Bridewell Close. He noted that the grit bins have been filled.

LW noted that his councillor fund ends on 31/3/19, but a new one will be in place starting 1/4/19.

LW noted that OCC is asking a representative from councils to become Superusers of Fix My Street which will give more weight to their reportings.

LW is looking into the motorcycle accident that took place on New Yatt Road.

LW noted that he is going to look into Footpath 24 and the footpath from Park Road to Church Road per the correspondence received by AL.

**141/18. Thames Valley Police (TVP) Report:** There was no report.

**142/18. Parish Councillor Vacancy:** AL noted that there are 2 applicants. She has the CV and details from one and should have the information the other the week of the 17th December. The council agreed to have a working group for interviews which will consist of GM, SC and AC.

**143/18. General Data Protection Regulation (GDPR):** AL noted that she has done a General Privacy Notice and a Staff Privacy Notice which she will circulate to the council.

**144/18. Finance:**

Finance report

<u>Payee</u>	<u>Item</u>	<u>Cheque number</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>	<u>Date</u>
Allison Leigh	Clerk Salary	102859	453.37	0	453.37	31/12/18
Allison Leigh	Mileage and expenses	102860	88.00	5.00	93.00	13/12/18
North Leigh Youth Project	Room hire	102861	20.00	0	20.00	13/12/18
WODC	Adventure Playground Cleaning November	102862	113.91	22.78	136.69	13/12/18
Parish Noticeboard Company	New Noticeboards (50%) deposit	102863	2380.00	476.00	2856.00	13/12/18
Andrew Brock	Gardening – Windmill Heights	102864	520.00	0	520.00	13/12/18
BGG	Grass at cemetery and churchyard; hedges at church: 3/11/18	102865	450.00	90.00	540.00	13/12/18
NPJ Green	Children's play area and the seat area on Church Road.	102866	258.00	0	258.00	13/12/18

*Receipts since last meeting*

<u>Payee</u>	<u>Item</u>	<u>Amount</u>	<u>Date</u>
--------------	-------------	---------------	-------------

Greens	Atkins interment fees (re-open of grave)	200.00	12/11/18
--------	--	--------	----------

**Account Balances as of 30/11/2018**

Community Account £23,975.04  
GB87HBUK40470760614815

Business Money Manager £50,437.25  
GB71HBUK40470771294318

**Reconciled accounts as of 30/11/2018** £73,878.42

**2019/2020 Budget and Precept:** AL noted that the precept deadline for WODC is 14/1/19. AL had sent the proposed budget to the council. It was decided to move the budget discussions to the January meeting and the budget/precept will be at the top of the agenda. The council will review the budget prior to the meeting.

The council asked that Bus Shelters be put on the January agenda.

**145/18. Neighbourhood Plan:** It was noted that the discussions on the Neighbourhood Plan will be on the January agenda.

**146/18. Standing Orders:** AL circulated the proposed Standing Orders to the council. The council will review these and look to adopt at the January meeting.

**147/18. Planning Applications:**

<u>Planning number</u>	<u>Address</u>	<u>Date received</u>	<u>Date comments due</u>	<u>Comments</u>
18/03011/HHD	Boddington House East End	7/11/18	14/12/18	North Leigh Parish Council has no comments on this planning application.
18/03113/FUL	The Bungalow Wilcote	14/11/18	14/12/18	North Leigh Parish Council has no comments on this planning application.
18/03133/HHD	12 Bridewell Close North Leigh	19/11/18	14/12/18	North Leigh Parish Council has no comments on this planning application.

18/03132/S73	Land South of New Yatt Road, North Leigh	19/11/18	14/12/18	North Leigh Parish Council objects to this planning application with comments.
18/03145/S73	Land South of New Yatt Road, North Leigh	19/11/18	14/12/18	North Leigh Parish Council objects to this planning application with comments.
18/03172/HHD	3 Parkside North Leigh	21/11/18	14/12/18	North Leigh Parish Council has no comments on this planning application.
18/03415/FUL	North Leigh Methodist Church North Leigh	26/11/18	17/12/18	North Leigh Parish Council has no comments on this planning application.
18/0366/HHD	Wychwood 65 Park Road North Leigh	5/12/18	26/12/18	North Leigh Parish Council has no comments on this planning application.

It was noted that the planning application for North Leigh C of E Primary School will be discussed at the January meeting.

- Update on Land west of Ferndale Road - 18/01973/FUL: AL noted that an e-mail from Brian Conlon of WODC had been received.
- 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 the WODC had responded to say that the council can purchase the projector, case and laser pointer and invoice them for up to £500.
- Hailey Neighbourhood Plan – response by 20/12/18: The council agreed there is no need for them to respond.

#### 148/18. Open Spaces

- **School Playground lease:** It was noted that IH has sent his comments to the solicitor and is waiting to hear back. It was noted that the lease could be affected by a new planning application for the school.
- **Playground inspection/reports:** IH reported that there is quite a bit of litter and leaves at the Adventure Playground. SC agreed to be the back up for the playground inspections.

- **Cuckamus Green report:** CF reported all is in good order except for the dog bin overflowing. AL has reported this to WODC. It was noted that the dog bins in the rest of the village are full. AL will follow up with WODC.

AL is working to get in touch with Adolfo to repair the slat on the bench at Cuckamus Green.

- **Grass cutting:** AL reviewed the verges that had arisen as problem areas. The council agreed to do an extra cut of these on an as needed basis. AL will ask David Green if he could do this when needed. AL will ask SC for the exact location of the bulbs that were planted to avoid disturbing these when cutting. HSJ noted that one council has tested using Yellow Rattle as a suppressant to grass growth.
- **Noticeboards:** AL reported the noticeboards have been ordered and she is waiting to hear about delivery which is likely to be in the February timeframe. It was noted that Parish Noticeboards will dismantle the boards, but not take them away. AC agreed to assist with this.
- **Bus Shelters:** See item 144/18

#### 149/18. Cemetery/ Churchyard:

- **Activity:** It was noted there has been no activity.
- **Cemetery gate:** AL noted that she has ordered the gate and had been told it should be ready by end of November. AL will follow up with Eynsham Sawmill directly.
- **Regulations:** AL reported that she has been working on regulations for another council and has noted some areas of improvement for the NL regulations. She will amend these and get them to AC for review.
- **Garden of Remembrance tidiness:** AL noted that an issue had been raised as to the tidiness of the Garden of Remembrance. She noted that she and AC are working on a plan of the Garden of Remembrance to create a more even layout. It was felt this was the main issue of the tidiness.
- **Stone inspection:** It was noted that the stones should be inspected at the cemetery. As the stones are not overly high, the stones can be inspected by councillors. AL will work with AC as to a date in January to do this.
- **Waste management:** AL contacted Turner Hall as to who puts out the bins. Diana Craig indicated that the bins are only put out when needed

based on what has taken place at the hall/church. Based on this, the council agreed to AL looking into an external contractor to handle this and will report back.

**150/18. Traffic/Highways Matters/Speedwatch:** AC reported that he and AL have been in touch with Hailey PC who borrow the Neighbourhood Policing team's equipment. Shipton under Wychwood have purchased some equipment and AL is waiting to find out what type. AC noted that the council should think about whether it would like to spend approximately £3,000 on new equipment or if the equipment currently used is adequate for the council's purposes.

It was noted that the speed figures should be in the NLN.

**134/18. Correspondence:**

- Road conditions/accidents: See item 120/18
- Footpaths: See item 120/18

**135/18. Matters for report: To raise matters for discussion without decision or items for next meeting:** GM noted that the Beer and Carols will take place on the 20<sup>th</sup> December at 6pm at Church Hanbrewery.

**Date and time of next meeting:** Thursday 10th January 2019

The meeting closed at 10:00pm

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