

**MINUTES of the meeting of North Leigh Parish Council held in the Youth Centre at the Memorial Hall on Thursday 13<sup>h</sup> July 2017 at 7.30 pm.**

**Present:** G. Matthews (Chair), S. Cusick (Vice Chair), I. Hogg, J. Nicholson, P. Lawrence, H. St John

**In attendance:** Allison Leigh (Clerk), Graham Knaggs

**59/17. Apologies for absence:** C. Frost, D. Fettes

**60/17. Minutes of meeting held on 8<sup>th</sup> June 2017**

Minutes were approved and signed.

**61/17. Public Forum**

A member of the public is looking for a letter addressed to the council dating back to 2012. A. Leigh to look for it in the filing cabinet.

Councillor Graham Knaggs of Hailey Parish Council reported on their Neighbourhood Plan, which is currently in progress. He indicated it is important to identify the area a council wishes to incorporate into its Neighbourhood Plan. It is also important to look at the Local Plan about what protections it provides. He indicated that a Neighbourhood Plan does not override a Local Plan, but rather complements it.

He indicated a Community-led plan doesn't involve the Parish Council the way a Neighbourhood Plan does and that a Community-led plan is not a legal document whereas a Neighbourhood Plan is.

The council agreed that a decision needs to be made as to whether or not it moves forward with a Neighbourhood Plan at the next meeting. G. Matthews indicated that volunteers outside of the Parish Council would be needed.

**62/17. District and County Councillors Report:** None from Liam Walker.

H. St John reported that the EIP is ongoing. Tuesday, the 11<sup>th</sup> July there was a meeting at which H. St John was the spokesperson for North Leigh. He opposed the North Witney development.

He sought a deferment on the Rectory Homes planning application.

The District council sent out a pack to councillors regarding the recycling bin rollout. In October, the contractors will change and there will be new bins.

**63/17. Thames Valley Police Report:** None.

**64/17. Parish Councillor Vacancy:** G. Matthews reported that the Parish Councillor Vacancy Working Group had held interviews and met with regards to those. The group agreed that Andy Clements is the candidate they'd like to present to the council for co-option. The Council co-opted Andy Clements to the council at this

meeting. A. Leigh provided A. Clements with the Declaration of Acceptance and Register of Interests forms, which he will review.

**65/17. Windmill:** G. Matthews reported that he will contact all of those who have expressed interest in the Windmill.

**66/17. Planning Applications:** The council agreed to the following responses on the following Planning Applications.

<u>Planning Application Number</u>	<u>Address</u>	<u>Proposal</u>	<u>Date Received</u>	<u>Date Due</u>	<u>Response</u>
17/01821	Church Mead Church Road North Leigh	Erection of single storey extension	21 <sup>st</sup> June 2017	12 <sup>th</sup> July 2017	The council responded no objections
16/04234/OUT	Land North and West and East of Belclose Cottage Witney Road North Leigh	Erection of up to 50 dwellings	14 <sup>th</sup> June 2017	28 <sup>th</sup> June 2017	Council reconfirmed its objections on the 28 <sup>th</sup> June 2017
17/01845/RES	Land North of New Yatt Road North Leigh	Residential development comprising of 40 dwellings	29 <sup>th</sup> June 2017	18 <sup>th</sup> July 2017	The council is requesting more time for this response.

## 67/17. Open Spaces Report

- **Playground lease:** A. Leigh to get a copy of the current lease for the Adventure Playground with the view to renew.

With regard to the School Playground lease, the council agreed to wait until after the inspection has taken place and discuss further. H. St John to speak with the school Headmistress regarding the playground.

- **Playground inspection/reports:** A. Leigh reported that RoSPA are to carry out the inspection of both playgrounds in July. A. Leigh will provide the council with their report once received.

C. Frost sent the following report of Cuckamus Green to A. Leigh on 28/6/17: The green is in good order – grass cut, bins in good area. The area that has been seeded is now growing. It may require more seeding to bring back the grass to where it was before.

- **Grass cutting:** A. Leigh reported that she and H. St John met with Dave Austin of WODC. He is going to get back to us with confirmation of what the Adventure Playground cleaning entails. H. St John believes it to be a litter pick. A. Leigh to ask Dave Austin to confirm.

A. Leigh reported that she has discovered there are three areas where 2 subcontractors are cutting the grass. They are:

- Children's play area, Park Road, Grass
- Children's play area, Park Road, Hedges
- Public seat in Church Road

A. Leigh to contact WODC and remove them from their list as the council wish to have NPJ continue to cut these areas.

It was mentioned that three areas have been neglected in grass cutting. They are the area across from the Mason's Arms, the side of the stone wall on Common Road and the footpath between Park Road and Windmill Road. A. Leigh to contact Nigel Green to ask if he can cut these 3 areas.

## 68/17. Finance

- **Finance Report**

*Payments since last meeting*

<u>Payee</u>	<u>Item</u>	<u>Cheque number</u>	<u>Amount</u>	<u>Date</u>
NPJ Green	Mowing	102632	215.00	13/7/17
HMRC	PAYE	102633	81.80	13/7/17
Allison Leigh	Salary	102634	440.76	31/7/17
Allison Leigh	Salary	102635	440.76	31/8/17

WODC	Adventure Playground cleaning	102636	132.07	13/7/17
North Leigh Youth Project	Meeting room hire 13/7/17	102637	20.00	13/7/17
MV Firmin	Adventure Playground grass mowing	102638	468.00	13/7/17
Allison Leigh	Mileage and expenses	102639	88.88	13/7/17
WODC	Cuckamus Green, Windmill Heights, St. Mary's, Cemetery	102640	840.34	12/7/17
Ubico	Tree removal – original invoice dated 9/2/17		167.00	13/7/17

*Receipts since last meeting*

None.

*Account Balances as of 31/05/17*

Community Account  
GB50MIDL40470760614815

£ 16,291.06

Business Money Manager  
GB34MIDL40470771294318

£ 39,234.17

H. St John asked to have the invoice numbers added to the cheque stubs, which A. Leigh will do.

- **Clerk Home Allowance:** The Council agreed to defer this until September.

**69/17. Cemetery/ Churchyard:**

- **Activity:** A. Leigh reported that she had been to the graveyard with a view to updating the spreadsheet. G. Matthews asked if A. Clements could be a point Councillor for the Cemetery to which he agreed.

**70/17. Traffic/Highways Matters/Speedwatch**

- **Traffic issues/concerns with the planned new builds in North Leigh:**  
G. Matthews indicated the Council is concerned with traffic due to planned new builds.
- **4095 Traffic:** A. Leigh to ask OCC to clean/repair any signs needing it.

P. Lawrence to continue to try and set up a Speedwatch time.

**71/17. Correspondence:** None.

**72/17. Matters for report: To raise matters for discussion without decision or items for next meeting:**

It was reported that a meeting regarding the Library will take place in July. It will be attended by G. Matthews, A. Clements and I. Hogg from the Parish Council.

I. Hogg enquired as to the BDO audit queries. A. Leigh indicated she had responded to BDO and one more query has arisen, which she can answer. If there is any additional help needed from the council, A. Leigh will ask.

I. Hogg asked if there is anything needed to be done with regards to clerk pension. A. Leigh indicated there isn't at this time.

Virgin Media had an open evening in North Leigh on the 12<sup>th</sup> July. A. Leigh to follow up on payment for their usage of Cuckamus Green.

**Date and time of next meeting:** Thursday 14th September 2017 at 7.30 pm.

The meeting closed at 10:00pm.

Chairman .....

Date .....