

**MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 14<sup>th</sup> March 2019 at 7.30 pm.**

**Present:** G. Matthews (Chairman), S. Cusick (Vice Chair) (SC), Councillors I. Hogg (IH), J. Nicholson (JN), C. Frost (CF), Andy Clements (AC), Julie Minch (JM) and District Councillor H. St John (HSJ) (Note: HSJ arrived late)

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

**191/18. Apologies for absence:** D. Fettes (DF), County Councillor Liam Walker (LW)

**192/18. Declarations of interest:** CF declared an interest in agenda item 198/18 and planning application 19/00584/HHD in agenda item 202/18.

**193/18. Minutes of meeting held on 14<sup>th</sup> February 2019:** The minutes were approved and signed. AL will send a pdf of approved final minutes to the council after this meeting and future meetings.

**194/18. Public Forum:** Dave Broughton was present and the council thanked him for providing WIFI in the youth centre.

Mr Broughton raised the issue of the state of the footpath opposite Park Close. AL reported that LW is looking into what Oxfordshire County Council (OCC) can do and, if nothing, he will organise a working party to clear the brambles. Mr Broughton also noted that the barbed wire on the fencing is on the wrong side of the posts. AL is going to check with LW on this.

Mr Broughton raised the issue of farm machinery on the land. When HSJ arrived, he reported that he has looked into this issue and as to whether this can be treated as dumping waste materials as the machinery isn't being used.

**195/18. District and County Councillors' Reports:**

**OCC**

There was no report.

**West Oxfordshire District Council** (WODC)

HSJ reported he is working on planning enforcement with Bellway and is waiting to hear back with regards to the Construction and Environmental Management Plan.

**196/18. Thames Valley Police Report:** There was no report.

**197/18. General Data Protection Regulation (GDPR):** The council adopted a Staff Privacy Notice and General Privacy Notice. GM will post on the website. AL reported that the council needs to register with the Information Commissioner's Office (ICO) and she will do this for the council

**198/18. Salt bins:**

- **Bridewell Close:** It was reported that a resident is not happy with the location of the salt bin at Bridewell Close. The council agreed that the current location is not ideal. AL to check with LW as to the land ownership on the verges by Bridewell Close.
- **Salt Storage:** AL reported that she has been in touch with David Thurlow of WODC about moving the salt currently at Richard Langley's house to the car park by Ladywell Close. He had indicated that he had been in contact with their solicitor and he is surprised we haven't heard from her. He said he will follow up. AL will e-mail again, expressing the desire of the council to expedite the progress on this.

**199/18. Website Accessibility:** GM reported he has not progressed on this. This is to go on the April agenda.

**200/18. Neighbourhood Plan (NP):** The council discussed whether or not it wishes to pursue a NP. The issue of the lack of volunteers with the time to dedicate to a steering group was raised. The council agreed to remove it from the agenda at this time with the option to raise it again if anyone wishes.

**201/18. Litter Pick: 23rd/24th March 2019:** CF reported that there will be a 2-day litter pick this year which will take place on Saturday the 23<sup>rd</sup> and Sunday the 24<sup>th</sup> March from 10:30am - 1pm each day. This has been advertised and CF has asked for volunteers. The scouts, beavers and youth club will be involved. The guides will be doing a litter pick on Monday the 24<sup>th</sup>.

**202/18. Planning Applications:**

<u>Planning number</u>	<u>Address</u>	<u>Date received</u>	<u>Date comments due</u>	<u>Comments</u>	<u>Decision</u>
19/00242/FUL	East End House East End North Leigh	8/2/19	15/3/19	North Leigh Parish Council has no objections to this planning application.	

19/00339/FUL	Land adjoining 35 Masons Grove North Leigh	13/2/19	15/3/19	The council responded with comments, but did not object.	
19/00584/HHD	7 Bridewell Close North Leigh	5/3/19	26/3/19	North Leigh Parish Council has no comments on this planning application.	

- **Update on Bellway Development:** AL noted she had received an e-mail from a resident regarding materials blowing into her garden. When HSJ arrived, he reported he had e-mailed the site manager regarding this.

It was noted that there is damage to the verge onto Windmill Road. SC will take photos and e-mail them to LW.

- **S106 monies:** It was noted that there must be a plan for expenditure before S106 monies can be released and that what the monies need to be spent on is specified in the planning approval.
- **E-planning:** JN reported he has tested the projector and demonstrated to the council. AL reported she is working with WODC to reclaim the monies for the equipment.

### 203/18. Open Spaces

- **School Playground lease:** IH reported that comments on the lease have been sent to the solicitor dealing with it at OCC. This will be on the April agenda.
- **Playground inspection/reports:** IH reported that the school playground is ok except for the rocking horse which needs repair. AL and IH are working on finding someone to carry this out.

In terms of the Adventure Playground, it was noted that rubbish continues to be an issue. AL has followed up with WODC regarding this, but has not

had a response. She will continue to e-mail. She will try and find out the next date it is being cleaned and see if IH can inspect afterwards.

It was noted that the litter pick could include the Adventure Playground.

- **Cuckamus Green report:** It was noted that the grass is looking good and that Adolfo has repaired the bench.
- **Bus Shelters:** It was noted that LW was looking into the monies for this and, as he and DF were not in attendance, this will be on the April agenda.
- **Bins in need of replacing/repair:** AL reported she has been in touch with WODC, but the only action taken by WODC was a spreadsheet sent back to the council for comment. AL will ring WODC to discuss.

#### **204/18. Cemetery/ Churchyard:**

- **Activity:** It was noted there has been no activity in the cemetery since the last meeting.
- **Regulations:** The council adopted the new regulations. AL to post them at the cemetery. GM will put them on the website.

CF noted she had a comment about making the cemetery warmer in terms of appearance.

AL reported she has not heard from the owner of the grave of Mary Oliver whose stone collapsed. AL will send another letter and report back to the council as to any/no response.

#### **205/18: Finance report**

##### *Payments authorised*

<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	102879	453.17	0	453.17	31/3/19
Allison Leigh	Mileage and expenses	102880	73.55	2.05	75.60	14/3/19
WODC	Adventure Playground cleaning	102881	113.91	22.78	136.69	14/3/19
North Leigh Youth Project	Room hire	102882	20.00	0	20.00	14/3/19

Oxfordshire County Council	Salt bin	102883	250.00	50.00	300.00	14/3/19
Volunteer Link-up	Donation	102884	250.00	0	250.00	14/3/19
Greg Matthews	Web hosting	102885	150.00	30.00	180.00	14/3/19
BBG	Cemetery hedge	102886	150.00	30.00	180.00	14/3/19
Adolfo Kerpache	Fixing bench at Cuckamus Green	102887	50.00	0	50.00	14/3/19
Scribe	Software license	102889	283.00	56.60	339.60	14/3/19
Greg Matthews	Domain renewal	102890	19.10	3.82	22.92	14/3/19
OPFA	Subscription	102891	53.00	0	53.00	14/3/19

*Receipts since last meeting*

None

**Account Balances as of 28/2/2019**

Community Account £15,607.68  
GB87HBUK40470760614815

Business Money Manager £51,462.23  
GB71HBUK40470771294318

**Reconciled accounts as of 28/2/2019** £66,554.04

GM asked for a councillor to review the council's accounts with AL on a quarterly basis. JM agreed to this and AL will arrange for a time to meet.

**206/18. Traffic/Highways Matters/Speedwatch:** AC reported there have been recent surveys and there are 5-6 surveys scheduled for April. AC reported that the speed indicator lent to the council by LW had an effect as drivers did slow down upon seeing it. LW had told AC that if the council were to purchase a speed indicator, he could provide ½ from his councillor fund and these cost in the realm of £2k.

It was noted that the highest speed areas are New Yatt Road and East End.

**207/18. Correspondence:** AL noted she has had correspondence from Wilcote Farm reporting that they did cut the hedges. It was noted that the hedges had

been cleared, but AL spoke to one of the residents who complained and this resident had paid for the clippings to be cleared. AL will write to Wilcote Farm to request reimbursement to the resident.

AL noted she had received a letter from Bradley Hatwell requesting permission to use Cuckamus Green for the feast in August. The council is happy with this, but would need to have proof of insurance. AL will respond to Mr Hatwell and ask for his insurance details.

**208/18. Matters for report: To raise matters for discussion without decision or items for next meeting:**

AC reported that he will attend a library meeting on Monday the 18<sup>th</sup> March at 7pm. JM reported she has agreed to act as treasurer of the Friends of North Leigh Library.

HSJ reported he believes WODC has done a site inspection at the Windmill and 9 Park Road. HSJ will ensure he is kept in the loop on this.

It was noted that the bulbs planted in November are coming up. It was noted that Gigaclear has dug up some bulbs on New Yatt Road.

**Date and time of next meeting:** Thursday 11<sup>th</sup> April 2019

The meeting closed at 9:25pm

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