

**MINUTES of the meeting of North Leigh Parish Council held in the Youth Centre at the Memorial Hall on Thursday 9<sup>th</sup> March 2017 at 7.30 pm.**

**Present:** C. Frost (acting chair at this meeting), H. St John, D. Fettes. J Nicholson, P. Lawrence, I. Hogg, L. Walker (from OCC)

**In attendance:** Allison Leigh (Clerk), members of the public

**1 Apologies:** G. Matthews (Chair), S. Cusick (Vice Chair)

**2 Declarations of interest:** None

**3 Minutes**

Minutes from 09.02.17 were approved and signed.

**4 Public Forum**

There was a discussion on right of way. Members of the public indicated that there are issues with the rights of way and they would like to possibly form a group to work on this. IH suggested putting a notice in the NLN, which will be done by a member of the public. IH is happy to act as the PC liaison on any group formed with regards to this.

**5 District and County Councillors Report**

**a) District:** HSJ indicated the garden waste leaflets have been received by the residents.

HSJ discussed the unitary council called Better Oxfordshire. He will be contacting Mr Hudspeth.

**b) County:** LW indicated OCC is working on the drainage issue by Cuckamus Green. He indicated that the parking needs to stop on the green in order to assist. AL to follow up with LW.

**6 Thames Valley Police Report:** None.

**7 Matters Arising**

**a) Parish Councillor Vacancy:** AL indicated the subcommittee consisting of GM, SC and IH is to formalise next steps. Once determined, AL to e-mail the candidates.

**8 Neighbourhood Plan Update:** HSJ to contact Phil Shaw of WODC planning to discuss the difference between a NP and a Community Plan.

**9 Planning Applications and Correspondence:** It was discussed that AL will receive the planning applications via e-mail and circulate to the council. JN will receive them via post and circulate hard copies to the planning committee.

- 7<sup>th</sup> March Meeting: The PC held a Public Forum to gain views on the Rectory Homes planning application. Notes of this will be posted in the village. HSJ to post a notice in the village suggesting the public put comments on the WODC website. Phil Shaw of WODC planning indicated he will refuse the application.

**Other planning applications:**

17/00549/HHD 5 Cuckamus Lane  
Attic conversion and porch extension  
No comments

**10 Open Spaces Report**

**a) Playground lease:** IH read a letter he'd written on the subject and has had no response.

**b) Playground inspections/reports:** IH indicated all is looking fine. CF also indicated Cuckamus Green looks fine.

**a) OCC/WODC grass cutting & elect subcommittee:** DF indicated he had met with Long Hanborough and Bladon about extra cuts. DF needs to get a plan of what cuts are currently done in the village.

HSJ is to meet with Bob Lightfoot 3/16/17 to discuss WODC's cuts.

**11. Finance:** AL presented payments/receipts since last meeting

<u>Payee</u>	<u>Item</u>	<u>Cheque number</u>	<u>Amount</u>	<u>Date</u>
A, Leigh	Clerk Salary – February	102591	374.36	09/03/17
A. Leigh	Clerk Salary – January	102592	374.56	09/03/17
A. Leigh	Clerk Salary – March	102593	374.36	31/03/17
WODC	Cleaning Adventure Playground	102594	127.98	09/03/17
Tetbury Accounting Limited	Payroll	102595	54.00	09/03/17
Greg Matthews	Bytemark hosting for PC website	102596	180.00	09/03/17
OALC	Subscription 2017-2018	102597	364.94	09/03/17
Allison Leigh	Mileage, training	102598	63.79	09/03/17

North Leigh Youth Project	Room hire for meeting on 9/3/17	102599	20.00	09/03/17
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*Receipts since last meeting*

None		
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*Bank Balances as of 28/02/17*

GB50MIDL40470760614815	£10,905.59
GB34MIDL40470771294318	£38,880.30

**12 Asset Register and Risk Assessment**

AL to add clerk computer to Asset Register.

There were a few changes to the Risk Assessment. AL to update and circulate to the Council.

AL discussed using a new internal auditor a Burrows and Edwards won't be doing this type of work after this year. The council would like to meet the person AL is recommending as well as have 2 references. AL to arrange.

**13 Cemetery/ Churchyard:** HSJ indicated there is a wobbly gravestone. HSJ to contact the family with regards to it. HSJ to put a note in the NLN regarding ownership of/responsibility for gravestones.

AL indicated the vicar was concerned about people using the cemetery car park for non-cemetery use. HSJ to speak to her about it.

AL indicated there is a new burial of ashes to take place. AL and IH to do a site survey at the graveyard to review the plots.

**14 Traffic/Highways Matters/Speedwatch**

HSJ suggested dates for speed attack. PL to get dates together for PC to volunteer between 8:15-9:15am. A notice to be put in NLN regarding volunteers for this as well.

**15 Correspondence**

AL indicated she had heard from The Codfather in Witney who are wishing to have a fish and chip van on Saturday evenings. AL to advise them to contact WODC.

AL indicated Oxfordshire FA is wishing to hang a poster. Council agreed.

**16 Matters for report: To raise matters for discussion without decision or items for next meeting:**

HSJ raised the issue to whether the council should contribute any monies toward WWI Centenary activities. To be on next agenda.

PL mentioned that the Queens 65<sup>th</sup> anniversary of reign is this year. To be on next agenda.

The Windmill and surrounding area to be on next agenda.

**Date and time of next meeting:** Thursday 13th April 2017at 7.30 pm

The meeting closed at 10:00pm.

Chairman .....

Date .....