

MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall Youth Centre on Thursday 11 June 2015 at 7.30 pm.

Present: R. Soper(chair), R. Langley, D. Gough, S. Cusick, G. Matthews, and C. Frost

In attendance: Lynda Scott, Clerk to the Council and five residents. Chloe Partridge, Kevin Partridge, Tony Pugh, Christine Pugh and William Taylor.

1 Apologies: B. Norton, I. Hogg and H St John

2 Declarations of interest: none.

3 Public Session

The Parish Council and residents of the village have received correspondence from Gladman in respect of a proposed residential development on land off New Yatt Road.

The five residents attending expressed concern about this proposal, suggesting that a robust campaign be organised to oppose it. They have already established an on line group called 'Hands Off North Leigh' and asked for confirmation of the Parish Council's position in respect of this potential development.

The Chairman confirmed that when and if a planning application is submitted by Gladman, the Council will make robust objections and will do all it can to stop the proposed development. He explained the reasons why the PC would not respond to the Gladman consultation at this stage.

The Clerk will advise Chloe Partridge when a planning application is received.

4 Minutes

Resolved that the Minutes of the Meeting held on 14 May 2015 be approved as a true and correct record.

5 Matters Arising

(i) NL Website

Awaiting an article from RS re speedwatch

(ii) PCC request for signage on Church Road

The Clerk has written to the PCC advising of the costs provided by OCC highways. No response received.

(iii) Problems with parking outside the school

The Clerk reported that the PCSO is taking action on this matter

(vi) Rose Beds

The Clerk has asked WODC to attend to the weeding of the Rose Beds

6 Thames Valley Police Report

None received.

7 Planning Decisions:

Land to the north of 71-81 Park Road: Sec of State appeal: Council agreed to resend its objections and to request to speak at the appeal hearing. RS to attend on 30 June.

2 Wilcote View: Erection of garage and flat roof store at front of property: Refused

34 Perrot Close: Conversion of garage into living accommodation; first floor extension including dormers; withdrawn

Lyndon, East End: replacement 4 bedroomed dwelling and one bedroom annexe: approved

8 Planning Applications & Correspondence:

Masons Arms: internal alterations to form kitchen and new entrance door and window: no objections

9 Finance

9.1 Accounts for payment: approved: see attached.

9.2 Spend against budget report; approved: see attached

10 Open Spaces Reports:

Received from CF .

11 Cemetery/ Churchyard

11.1 Reports: none received

11.2 Planting of a commemorative tree in the Cemetery – members discussed the possibility of planting the tree in the Churchyard rather than in the cemetery; at a site between the church and the road. Clerk to write to the PCC. The PCC does not wish the tree to be planted in the churchyard. RS to speak with Geoff Barrell of the British Legion.

11.3 HStJ has received a quotation of £250 for felling the pine trees that need removing in the churchyard.

HStJ said that the trees are several yards from the church and therefore their removal should have no implications for the church foundations. RL expressed concerns about heave and that there might be implications for the wall near to the trees. The Clerk was asked to contact the PCC and ask for its comments and how it wishes to proceed.

The Clerk reported a response from the Rev. Margaret Dixon questioning the quotation from C&M Trees and landscapes. The PCC have agreed to the four trees being felled but are very concerned that the quotation may not include proper treatment of the roots to prevent harm to the church foundations and the crypt. They also raised the question of the contractors insurance and advised that a faculty for approval of the work needs to be applied for prior to any work taking place.

Following discussion it was agreed that the Clerk write to the Rev Dixon suggesting that she make application for the faculty from the Diocesan Advisory Committee before any further discussion takes place.

11.4 Review of Cemetery regulations

RS explained that he had received correspondence from a man who lives in the USA requesting to purchase a plot in the cemetery; his mother is buried in the Churchyard.

There is no provision in the Cemetery regulations for this and the Clerk was asked to find out what procedures were adopted by other Parishes in this regard. Members considered the regulations of other parishes and the Clerk was asked to draft a form of words to amend the cemetery regulations. Clerk to circulate.

11.5 Proposal from the Rev Margaret Dixon to revise the arrangements for administering the churchyard – as follows:

- 'Having started my ministry here in North Leigh I am aware that there appears to be several anomalies that need correcting. This includes burials and interments not being recorded in the church burial register and legal forms stored in the appropriate archive.
- The Revised Churchyard Rules and Regulations amended 10th June 2009 states: When a closure order is made the PCC may apply to the local authority to take over its maintenance, **but the control of the churchyard remains with the incumbent and PCC.** This is stated in section 8.4 of the above regulations.
- According to section 10.10 of the above regulations: The interment of cremated remains in a closed churchyard must be authorised by faculty and without the necessary paperwork I am not certain whether all interments have received appropriate approval. I have very few faculty application forms for the Garden of Remembrance area in the file.
- I would therefore like to ask the Parish Council to pass all the paperwork relating to the churchyard over to us and for us to administer the process of regulating the churchyard as required by the rules including all approval of stone inscriptions.
- The maintenance would remain the responsibility of the Parish Council.
- Regarding fees –The Registrar and Diocesan Secretary are not aware of anywhere else in the Diocese where the PCC Burial fees are being paid to a Parish Council and at the moment I am

awaiting the advice of the Diocesan Registrar (legal department) as to whether we can legally assign the PCC fees or part thereof to you. I do understand that the maintenance of the Churchyard adds to your budget costs.'

The Clerk explained that:

- The Churchyard was closed in February 1996
- There is no formal agreement or record of what was put in place at that point in respect of the further administration or maintenance of the churchyard.
- Parochial fees for Funerals, burials and monuments are governed by the Archbishops Council and these are used these when dealing with funeral directors. Part of the fee goes to the Diocesan Board of Finance – this is for the cost of funeral services held by the clergy. The bigger part, which would have gone to the PCC when the churchyard was open and maintained by the PCC, comes to the Parish Council. This fee is to cover the administration and maintenance of the closed churchyard.
- In a series of emails in October 2008, Miri Keen confirmed these arrangements to Patrick, and subsequently did so to me. She emphasised that this is a local agreement not confirmed by the Diocese.
- So I deal with requests for interment of ashes and the re-opening of family graves and funeral directors apply directly to me. The system has worked well and without a problem until recent months when the Rev Margaret Dixon has advised me that this procedure is illegal and wishes it to be changed.

Following lengthy discussion, and in the absence of any formal agreement, the Parish Council proposed that the control, and both the administration and maintenance of the Churchyard be transferred to the incumbent and the PCC. The Clerk was asked to respond to the Rev Dixon accordingly.

12 Traffic & Roads Reports and other Highways Matters

12.1 Community speed watch

Dates to be arranged for September.

12.2 Village Walk/meeting with area steward and CC Louise Chapman

This has been arranged for 18 August at 9.30am. RS and DG to attend.

13 Consultation:

14 Correspondence:

An email received from Peter Holden's solicitor advising that his father has left a legacy of £500 to the Parish Council. Clerk to send letter of thanks and to mention in the Nor 'Lye News

15 Any Other Business

CF reported that the local Beavers group were going to assist with cleaning the village road signs on a regular basis, where it is safe to do so. The Council recorded its thanks and appreciation.

Date and time of next meeting: Thursday 9 July 2015 at 7.30 pm.

The meeting closed at 8.55pm.

Chairman

Date