

**MINUTES of the meeting of North Leigh Parish Council held in the Youth centre at the Memorial Hall on Thursday 12 May 2016 at 7.30 pm.**

**Present:** H. St John, S.Cusick, G. Matthews, and I Hogg

**In attendance:** Lynda Scott, Clerk to the Council and Mr Alexander and Mr Gough

**1 Apologies:** CF

**2 Declarations of interest:** None

**3 Election of Chairman and Vice Chairman**

IH proposed that Greg Matthews be elected Chairman; seconded by SC and unanimously agreed by all members present. GM confirmed his acceptance.

IH proposed that Sue Cusick be elected Vice Chairman; seconded by GM and unanimously agreed by all members present.

**4 Minutes**

**Resolved:** that the Minutes of the Meeting held on 14 April be approved as a true and correct record.

**5 Matters Arising**

**(j) Play area lease (outstanding matter from APM)**

IH reported that, following a meeting with CC Louise Chapman and Karen Lister, OCC Head of Estates on 20 April, OCC have agreed to the Parish Council having a 20 year lease on the land where the Children's Play area is located, subject to a 10 year break on either side. OCC will confirm its offer in writing.

**6 Thames Valley Police Report**

None received. HStJ reported that at a recent NAG meeting the police had reported some success locally in catching criminals. PCSO Sandra Syphas has confirmed her attendance for the APM.

**7 Planning Decisions:**

**Heath Farm, Heath Farm Lane** – retrospective formation of new access and track: comments submitted. Refused

**Nonsuch, Heath Farm Lane**- removal of existing dwelling and erection of three dwellings with associated parking; alterations to access. Objection and comments submitted. Refused

**17 Common Road** – replacement garage and workshop; condition requested. Approved

**Land north of Fairview, East End** – erection of a four bedroomed house and double garage. Existing access to be utilised and garden landscaped. Lack of dimensions on the plan; comments submitted. Refused

**8 Planning Applications & Correspondence:**

**10 Windmill Heights** – Erection of single storey extension: no comment

**Fruitlands, 34 Park Road** – erection of detached dwelling, garage and garden shed: no comment

**Lower Riding Farm, East End** – Change of use of stone barn and refurbishment of existing 2 storey farm house with attached barn to create 2 residential properties: no comment

**46-46A Common Road** – installation of a fence between 46 and 46A and a gate to the front garden: no comment

**9 Finance**

**9.1 Accounts for payment:** approved: see attached.

**9.2 Spend against budget report; approved:** see attached

**9.3 Internal audit/ sign off of accounts/internal audit review**

The Clerk confirmed that the internal audit was complete and that there were no issues/concerns raised. However, the auditor had emphasised the need to keep accurate records of the fortnightly playground inspections and action taken.

Members reviewed their internal audit arrangements and the Chairman signed the Annual Return and the Statement of Accounts.

**10 Open Spaces Reports:**

Received from IH and CF. IH will repair/replace the missing fence panel at the children's play park this weekend.

**10.1 Adventure playground grass cutting**

The Clerk confirmed that Mr MV Firmin had agreed to undertake this work.

**11 Cemetery/ Churchyard**

**11.1** No report received.

**12 Traffic & Roads Reports and other Highways Matters**

**12.1 Community speed watch**

Once there is a full complement of parish councillors members will arrange training and canvass dates.

**13 Election of representatives for the NL Youth project and the planning working group;** deferred until new parish councillors have been coopted.

**14 Consultation**

**OxLEP :**The Clerk reported that she had received no comments from members re this consultation.

**15 Correspondence**

Letter received from BT re Superfast broadband. GM will consider and report back.

**Any Other Business: None**

**Date and time of next meeting:** Thursday 9 June 2016 at 7.30 pm

The meeting closed at 9.00pm.

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