

**Minutes of the Meeting of Fringford Parish Council, held on
Monday 18 August 2014, in the Chinnery Room of Fringford Village Hall at 7.45pm**

Present: Mick Cowland, John Fargin (Chairman), Les Harris, David McCullagh,
John Reader, Adrian Thwaites, Jan Macijewski (co-opted at the meeting)
In attendance: Jane Olds (Parish Clerk), one member of the public (left 8pm)
Apologies: None

1. Apologies

No apologies had been received.

2. Declarations of Interest

There were no declarations of interest.

3. Co-option of new Councillor

The Councillors **RESOLVED** to bring Item 9 on the agenda to the beginning of the meeting.

John Fargin proposed that Jan Macijewski be co-opted to the Parish Council and John Reader seconded the proposal. All other members agreed unanimously.

John Fargin welcomed Jan Macijewski to the Parish Council.

4. Public Participation

One member of the public attended the meeting to discuss speeding in the village which had got noticeably worse over the years resulting in a number of cats being hit by cars, the most recent in Crosslands in July. Whilst delivery drivers are notorious for speeding through the village, there are a number of villagers who also drive too fast for the road.

The Councillors **RESOLVED** to put an article in the Village Voice about speeding and to ask WPC Caroline Brown and PC Christopher Kidd about how to set up a volunteer Speedwatch programme in the village.

The Clerk would investigate whether it was possible to reduce the speed of the village to 20mph.

5. Minutes of the Meeting held on 21 July 2014

It was **RESOLVED** that the minutes be accepted as a true record and were signed by the Chairman.

6. Matters Arising from the Minutes

a. Shooting at Hethe

The Clerk had discussed the matter with the Clerk at Hethe who had recommended not sending a letter. However, Les Harris had met Mr Elkington by chance and had discussed the noise with him. Mr Elkington would like to work with the Parish Council and did not wish to upset the village. The Clerk had asked Hethe Clerk to suggest that Mr Elkington publishes the shooting dates on his website.

b. Rosemary Cottages

The Clerk had asked CDC Enforcement Officer about progress on the Second Bite Enforcement Order and the addition of an ‘Enf’ number to the Planning Portal.

The Second Bite is currently being considered by Counsel and there is no further information at present.

The ‘Enf’ Number on the portal was set up to attach any further notices to, but does not have any documents at present. This is standard procedure.

7. Report from District and County Councillors

There were no reports.

8. Finance

a. To receive the financial report

The Accounts stand at:

Co-op Current Account	£1,231.90
Co-op Savings Account	£16,837.77

There are no unpresented cheques. The Current Account has received £0.19 in interest.

b. To receive the report from the External Auditors

The Clerk had received the Annual Return from the External Auditors and there were no matters which came to their attention, so there is no report. The Clerk will post the Conclusion of Audit notice on the noticeboard.

The Councillors **RESOLVED** to accept the Annual Return.

c. To consider invoices for payment

The Councillors **RESOLVED** to approve the following invoice for payment:

Payment to	Budget	Cheque Number	Amount
Playsafety Ltd for playground inspection	Playground Inspection	400054	£78.00
ORCC for Village Hall Trustee / Lease agreement	Village Hall Extension	400055	£10.00
BDO LLP for External Audit	Audit	400056	£120.00
Green Scythe Ltd for grounds maintenance (July) invoice number 4729	Grass cutting	400057	£131.40

9. New Financial Regulations

The Councillors considered the Financial Regulations in detail discussing points raised for decision. The Clerk would finalise the document and bring it to the next meeting for adoption.

10. Parish Matters

a. Road across the Green

The Clerk and John Fargin have both spoken to the contractor and agreed that he would undertake the work at the beginning of September.

b. War Memorial

The PCC has generously decided, not only to match-fund the £500 that the Parish Council has agreed to contribute, but also to put a further £500 into the fund.

Mr Tobin had applied (on behalf of the Parish Council) for £1,300 from Cherwell District Council's War Memorial Fund. The application has been successful and £750 has been awarded.

Including a private donation and fundraising, there are now adequate funds to pay for the re-lettering and cleaning. The Rector has applied for the Faculty, but it is unlikely that this will be granted until October.

The Councillors **RESOLVED** to accept Underwood and Weston's quotation of £2,359.

The contractors require both power and water for the work. The Rector has confirmed that power will be available in the Church, but there is no water so the Councillors suggested that a neighbour be approached. The Councillors **RESOLVED** to agree to offering a financial contribution to the neighbour's water if they are on a metre. David McCullagh would discuss the project with the neighbours.

The Councillors **RESOLVED** to agree to the sending of the application for funding the straightening of the memorial to the National Heritage Lottery Fund.

11. Playground Report

The Playground Inspection had been completed and the Councillors considered the report.

A few areas require attention or consideration:

- the gates have a 'violent action' and could do with adjustment;
- the balance trail has some decay which may affect the structural integrity and there is some chain wear, the eye hooks need tightening – they recommend monitoring for further deterioration and replacing at 40% wear;
- the bark under the swings is not deep enough to fully comply;
- the baby swings have some decay to some of the timber components which may affect the structural integrity and the bark under is, again not deep enough. The inspector recommends replacing the decayed components where possible and to plan for replacement in due course.

The Clerk will put £400 in the budget for next year for more bark and will discuss the report with a contractor to get an idea of the other repair costs.

12. Community Led Plans

The Group was due to meet the following day and was working on the survey to the villagers.

13. Village Hall Extension

John Fargin reported that there had been a number of issues with applying for the funding which had been extremely time-consuming.

Viridor Credits had insisted that the Village Hall Committee should be the organisation applying for the funding as they are the 'entity' who is the 'end user' but that they have a procedure to enable the Parish Council to reclaim the VAT. The Clerk and Chairman were uncomfortable with this and so have taken advice from Andrew Marsden, a VAT adviser, who is helping to write a letter to HMRC to ask for guidance. The consequence of Viridor's recommendations being incorrect would result in the Parish Council being liable for all the VAT on that portion of the project being funded by Viridor.

The response from HMRC will be shared with Viridor and it may be necessary to change the application to a VAT inclusive figure.

The Councillors accepted that there would be a charge for Mr Marsden's work.

Viridor has also stipulated that the Village Hall Committee must have an 80 year Lease. ORCC has provided a Model Lease and Trust Deed which is being completed (at a cost of £10). It provides for the Village Hall Committee to continue the day-to-day management of the hall, but also makes the Parish Council (as a body corporate) the Custodian Trustee. It is recommended that the document is completed by a lawyer.

The Councillors **RESOLVED** to agree to the Parish Council being made the Custodian Trustee of the Village Hall if required.

A number of queries have been raised by Viridor about the application, which are being responded to, including obtaining three quotations for the timber frame as only one was provided by the architects. Unfortunately Viridor will not pay for preliminaries which amount to £5,600, but without which the project will not be able to start.

The Councillors **RESOLVED** to agree to the payment of the solicitor for the completion of the Lease document and to pay for the preliminaries of £5,600 out of next year's budget.

14. Planning Applications

a. To consider recent Applications

No applications had been received.

b. To note notices of Decision

- i. 14/00961/F, Mr Ian Mansley, Pringle Cottage, Rectory Lane; External alterations including raising the roof over the spa area, dormer windows to the rear elevation and alterations to window arrangements on the front elevation: permission for development subject to conditions
- ii. 14/00698/F Glebe Leisure – Mr R T Herring, Erection of a permanent Warden's dwelling: refusal of permission for development
- iii. 14/00817/F Mr and Mrs Ward, Former Rosemary, Main Street, Variation of condition 2 of 13/00718/F – alteration to front elevation of plot 1: refusal of permission for development

c. To note Notice of Determination

- i. 14/00886/PAMB, Waterloo Farm, Fringford Road for Agricultural buildings to dwelling houses

15. Correspondence Received

The Councillors noted the correspondence received and discussed where necessary.

- a. **Villager** – re Bicester Sweepers activity at Glebe Court (circulated by email)
- b. **Villager** – re speeding in the village
- c. **PC Christopher Kidd** – re Speedwatch campaign
- d. **OCC Community Resilience team** – wanting suggestions as to further places / events they can take their adverse weather ‘survival’ roadshow
- e. **Flowering Plants Ltd** – offering a biological control method of pests
- f. **OALC** – July update (circulated by email)
- g. **ORCC** – invitation to Annual Conference and AGM, Yarnton Village Hall, 18 September 1.30 for 2pm. Conference ‘Oxfordshire is Changing, what is the role of the community and voluntary sector’
- h. **CDC** – Housing Liaison Meeting and Sanctuary Housing Update
- i. **Mrs Ward** – Rosemary Cottages, Freedom of Information request for a number of items. The Clerk had informed her that many of these items are already available on Cherwell District Council’s Planning Portal, but they are still required, so the Clerk will work on sending paper copies (with personal information redacted where necessary) at a charge of 10p per copy as per the Parish’s Publication Scheme.

16. Reports from meetings

No meetings had been attended.

16. Any Other Business

a. Village Pump

The Councillors asked that the Village Pump be put on the next agenda. Jan Maciejewski agreed to look at the project with John Fargin before the next meeting.

b. Crosslands shrub cutting

The Clerk was asked to obtain a quotation for the annual tidying of the shrubs and trees in Crosslands to bring to the September meeting for consideration.

17. Date of next meeting

The Councillors **RESOLVED** to agree the date of Monday 15 September 2014 at 7.45pm.

The meeting closed at 9.40pm

Signed Dated