

**Minutes of the Meeting of Fringford Parish Council, held on  
Monday 17 February 2014, in the Chinnery Room of Fringford Village Hall at 7.45pm**

**Present:** John Fargin (Chairman), Les Harris, John Reader, Roger Williams  
**In attendance:** Kevin Tobin, Jane Olds (Parish Clerk)  
**Apologies:** Mick Cowland, David McCullagh and Adrian Thwaites

**1. Apologies**

The Councillors accepted Mick Cowland, David McCullagh and Adrian Thwaites' apologies.

**2. Declarations of Interests**

There were no declarations of interest.

**3. Public Participation**

Kevin Tobin attended to report on the progress of the War Memorial which the Councillors **RESOLVED** to bring forward to the beginning of the meeting. Following the discussion Mr Tobin left the meeting.

**4. Minutes of the Meeting held on 20 January 2014**

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

**5. Matters Arising from the Minutes**

**a. Deeds**

The Clerk received written confirmation that the deeds have been received.

**b. Letter to parents at school**

The letter is having the desired effect in that parking on the grass has been greatly reduced, but there have been a few negative comments about parents parking too close to the junction.

The Councillors **RESOLVED** to ask the Clerk to write a letter of thanks to the school.

**6. Report from District and County Councillors**

No Councillors attended the meeting.

**7. Finance**

**a. To Receive the Financial Report**

The current balances stand at	
Barclays Community Account	£36.20
Business Saver Account	£0.67
Co-op Current Account	£2,302.10
Co-op Savings Account	£16,934.14

There is one unrepresented cheque of £8.40.

The Clerk has written a letter to Barclays to transfer the final amount in the Savings Account to the Current Account for Les Harris and Mick Cowland to sign. Once the final balance in the Current Account is known a cheque can be written and the account closed.

**b. To consider invoices for payment**

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

Payment to	Cheque Number	Amount
Banks Design - Architects	400032	£2,595.84

As there is no budget for the Village Hall Extension project in this year’s accounts, the Councillors **RESOLVED** to agree to take the expenditure for the Planning Application (£385) and the Architects’ Fees (£2,595.84) from next year’s budget of £5,000 which will leave £2,019 for next year. Once the Clerk has made the VAT reclaim at the Year End, £432.64 can be put back into the fund from the VAT.

The Councillors **RESOLVED** to transfer £3,000 from the Savings Account to the Current Account to cover the final invoices for the year.

**c. To Discuss the Clerk’s Remuneration**

Confidential Minute

**8. Parish Council Chairmanship** – to discuss the process for electing the Chairman and consider how to meet the obligations to make parishioners aware of the forthcoming local elections

Roger Williams introduced the topic. Historically, the Parish Council has rotated the duty of Chairman annually at the Annual Meeting, however, this is an unusual practise and Roger Williams suggested that this automatic rotation of Chairman be reconsidered in favour of maintaining continuity. Whilst the general public have the opportunity to elect the Councillors, it is the members of the Parish Council who elect the Chairman.

The Councillors **RESOLVED** to agree with the principle of the proposed change but to defer the topic for further discussion at the next meeting.

The Councillors further **RESOLVED** to agree to John Fargin writing a small piece about the Parish Council elections for the *Village Voice* to inform interested villagers of the process and the key dates should they wish to be nominated.

**9. Parish Matters**

**a. Road across the Green**

The Clerk sent the draft letter to Highways for comments and has written to 12 contractors. She hopes to be able to discuss the project with these contractors over the next three weeks.

Following the success of the letter to parents, the Councillors **RESOLVED** to ask Roger Williams to obtain an additional quotation to level and re-seed both sides of the Green as an alternative option.

**b. War Memorial**

Mr Tobin reported that he has received three quotations for the work.

The specification was to:

- clean the war memorial to remove lichen, algae and moss etc using the DOFF system;
- supply tower scaffolding to gain access to carry out the works;
- re-engrave all lettering and paint in-situ

The Councillors considered the quotations which range from £2,200 to £2,720 exclusive of VAT. The War Memorials Trust has a threshold of £3,000 for applications with a requirement for 50% matched funding, but Mr Tobin agreed to complete an application.

The Councillors **RESOLVED** to ask Mr Tobin to obtain quotations for just the lettering and for him to establish whether it was possible for the cleaning to be undertaken by volunteers.

The Clerk would discuss the project and find out about the Faculty process with the Church.

**c. Commemoration of the Great War in the Village**

John Fargin proposed that the restoration of the War Memorial be adopted as the Parish commemoration of the Great War anniversary. The Councillors **RESOLVED** to agree to this suggestion.

Mr Tobin intended to take his presentation about the War Memorial and the men named on it to the Village Fair on 26 April.

John Fargin also suggested that a Village History exhibit be created in the new, re-built, Chinnery Room which would commemorate the history of the village from Roman Times to the present. If the Village Hall extension renovation goes ahead during 2014, then the Great War would be a prime feature of the history exhibition. The Councillors **RESOLVED** to agree to John Fargin taking the suggestion to the Village Hall Committee.

**d. Village Pump**

Following the damage to the thatched structure above the pump during the recent storms, Roger Williams had arranged with the thatcher's scaffolder to stabilise the structure with scaffolding.

The damage is primarily to the wooden posts holding up the thatch. These have rotted in the ground due to the damp around the base. The suggestion is to replace the posts with metal / brick stands, but to retain the roof.

The Councillors **RESOLVED** to ask Roger Williams to obtain quotations for the remedial work and the Clerk has started to investigate grants to pay for it. Unfortunately, the Parish Council insurance does not cover the structure at present.

**10. Community Led Plans**

The Spring Fair on 26 April has generated much interest around the Village. The Parish Council has been asked to participate.

It was **RESOLVED** that the Parish Council would participate as a group to enable Parishioners to meet the team and to show support to the event and to the Community Led Plan. Ideas of an appropriate activity were requested from the Councillors to bring to the March meeting.

## 11. Village Hall Extension

The planning application had been received by the Clerk that morning. The Clerk would investigate whether, as it was the Parish Council making the application, an additional meeting was needed.

John Fargin informed the Councillors that the plans have been on a board in the Village Hall for the public to view, notice was given in the *Village Voice* about the proposals and the plans are available on CDC's Planning Portal. The Plans would also be posted on the Parish Council exterior noticeboard.

Roger Williams agreed to take the Plans to the farm next door and the Clerk would take them to school and playgroup after half term.

## 12. Meeting Dates

Following the realisation that the April meeting fell on the Easter Monday Bank Holiday, the Councillors **RESOLVED** to change the date of the April Meeting to Monday 28 April.

## 13. Planning Applications

### a. To consider recent Applications

14/00171/F, Fringford Village Hall, for Fringford Parish Council; Alterations and extensions to existing village hall

The Councillors **RESOLVED** to support the application.

### b. To note notices of Decision

No notices have been received

### c. Rosemary Appeal

The appeal meeting took place on 30 January with John Fargin, John Reader and Roger Williams attending.

Following the meeting, John Fargin and Mick Cowland had a meeting with CDC CEO, Sue Smith, to discuss the procedure and the catalogue of events which have taken place over this project. The Councillors presented her with some notes which they expanded on verbally. She took the discussion seriously and agreed to carry out an investigation.

## 14. Correspondence Received

The Councillors noted the correspondence received and discussed where necessary.

a. **Alex Wynick**, reporter on the Oxford Mail who had requested that the Clerk add her to the Parish Council Mailing Lists. The Councillors **RESOLVED** to agree to the Clerk adding her to the Agenda Distribution list which is sent anonymously and has a wide distribution.

b. **OCC Rights of Way Improvement Plan** – consultation (circulated by email)

c. **OALC** – re Chairmanship Course (7 May)

d. **OALC** – Council Tax referendum principles. There is no change in the status quo this year, but larger councils may be capped next year.

e. **CDC re Parish Remuneration Panel** (circulated by email). The Councillors **RESOLVED** that no change was necessary.

f. **Flooding Forum** – Saturday 1 March 10am – 2pm

- g. OCC Flooding Incidents** – OCC has asked for any information with the PC or villagers may hold about flooding in the area. All accounts/ reports and any photographs can be sent to [flooding.incidents@oxfordshire.gov.uk](mailto:flooding.incidents@oxfordshire.gov.uk) with the name of the parish/ location of the flooding in the subject heading. The Clerk had sent the article to the Shelswell News.
- h. OALC** – re repeal of s.150 (5) of the Local Government Act 1972. Which is about the requirement for two Councillor signatories on cheques. The repeal is likely to be approved on 17 February; the ‘Governance and Accountability for Local Councils – A Practitioners’ Guide will also be updated at the same time and published the day after. Every Council which wishes to take advantage of the change must formally put in place effective systems and arrangements compliant with the proper practices before it seeks to abandon the two signature rule which means that new Financial Regulations will need to be adopted.

The Clerk informed the meeting that there was no urgency to change the Financial Regulations as long as the current agreed procedures are followed, but she recommended that the Parish consider changing the Financial Regulations in due course so that the Parish is able to take advantage of the banking changes.

**15. Reports from meetings**

No meetings were attended.

**16. Any Other Business**

**a. CDC Local Plan**

The Clerk reported that the Local Plan has been submitted to the Inspector, Nigel Payne, on 31 January. There will be a Public Enquiry lasting two weeks later in the year. The Clerk has asked CDC to define what the Local Plan implies for Fringford and for a formal definition of the term ‘infill’. No response had been received at the time of the meeting.

**b. Elections**

The Clerk has received information from CDC Elections. The Notice of Election will be posted on Monday 14 April. The Clerk will receive the nomination forms shortly. These forms need to be returned to CDC by Thursday 24 April. The Clerk will be attending a Clerk’s briefing on 25 February.

**c. Aylesbury Vale District Council Local Plan**

The Clerk reported that AVDC’s Local Plan has been rejected by the Inspector.

**d. Barking Dog**

It was reported that there is a large dog barking at very antisocial hours in one of the houses on the Green. The Clerk would contact CDC to see what could be done.

**17. Date of next meeting**

The Councillors **RESOLVED** to agree the date of Monday 17 March 2014 at 7.45pm.

The meeting closed at 9.40pm

Signed ..... Dated .....