

**Minutes of the Meeting of Fringford Parish Council, held on
Monday 20 July 2015, in Fringford Primary School at 7.45pm**

Present: Mick Cowland, John Fargin (Chairman), Les Harris, Jan Macijewski,
John Reader, Adrian Thwaites
In attendance: 11 members of the public (8 left at 8.30pm), Jane Olds (Parish Clerk)
Apologies: David McCullagh

1. Apologies

The Councillors accepted David McCullagh's apologies.

2. Declarations of Interest

Jan Macijewski declared an interest in the application reference 15/01190/F. The Councillors **RESOLVED** that Mr Macijewski may take part in the discussion.

3. Public Participation

11 members of the public attended the meeting. The Councillors **RESOLVED** to bring forward items 8e Shooting at Hethe and 13.a.ii Planning Application to the beginning of the meeting in order that members of the public could give their views.

Shooting at Hethe (item 8e)

One villager wished to raise the issue of the shooting noise emanating from Hethe, which had been reported to CDC. It was looked into last year and it was decided that it was within the acceptable bounds.

It will be investigated again by CDC. The Clerk confirmed that under Permitted Development Rights, the owners are able to have 28 days' shooting without further permission. The CDC Officer has asked for dates from the organisers and intends to monitor the noise from the village on a shooting day; he will be in contact with villagers who have complained.

A villager requested that a list of dates be given to the village which could be publicised on the village website so that villagers could make alternative arrangements if they wish.

The Parish Council will also register a concern with the Monitoring Officer.

Planning Application (item 13.a.ii)

15/01190/F, Mr and Mrs Ward, Former Rosemary Main Street Fringford, Variation of condition 1 of planning permission 13/00718/F - In relation to Plot 1 only
The Clerk read out the Parish Council's letter to Mr Jon Westerman at CDC and his response which had been received that day.

The Councillors heard the villagers' concerns. The general consensus of the public attending was that the changes which the Planning Inspector had specified in the earlier appeal were still not adhered to in the current application and that the negative impacts on the neighbouring properties and on the street scene are not addressed.

Following a discussion the Councillors **RESOLVED** to agree to object to the application on the grounds that the application had not substantially changed from the previous

applications which the Parish Council had already objected to and that had been refused by CDC. Namely that:

- the application does not remedy the fundamental problem that the houses were built 1.2 metres too far forward of the approved position and the proposed plans do not conform to the Planning Inspector’s recommendation that the whole of the first floor of Plot 1 be set back by 1.1 metres;
- as proposed, the forward projection of the dwellings still negatively affects the street scene;
- the minimal alterations to the dwellings will not sufficiently reduce the overbearing impact on Kohanka or the listed building – the Forge – opposite.

The Clerk had already asked that the application be referred to the Planning Committee and the Clerk had received confirmation that it would go to the 6 August meeting.

The Councillors **RESOLVED** to ask the Clerk to reply to Mr Westerman.

4. Minutes of the Meeting held on 15 June 2015

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

5. Update on progress from the Minutes

a. Verge Cutting

The Clerk had been in touch with OCC about the verge cutting and had just received the documentation, but had not had the opportunity to consider it before the meeting.

6. Report from District and County Councillors

No Councillors attended the meeting.

7. Finance

a. To receive the monthly financial report

As at 13 July the Accounts stood at:

Co-op Current Account	£10,035.09
Co-op Savings Account	£20,274.39

There were no outstanding cheques.

The Current Account has received a total of £90 donations to the Village Voice and £0.34 in interest.

Two transfers of £2,000 have been made to the Current Account.

The Standing Order of £110.25 to pay the Clerk for the period of 1 to 30 May cleared on 1 June.

In order to comply with the Government’s new Transparency Regulations, all the documents required to be published for the year 2014/15 are now available on the village website in the Parish Council area.

The Clerk will make a VAT reclaim covering 1 April to 30 June as soon as possible.

b. To receive the External Auditor’s Report

The Clerk had circulated the report. The External Auditor raised just one issue. This was to do with ‘gifted asset additions’.

During the year, the Parish Council took over the Village Pump, but at no cost to the Council. The Clerk put the insurance value in box 9 of the return, but as the adoption was at no cost, it should have been a £0 value. The Clerk apologised for this error.

There were no other queries or issues raised.

c. To receive the Village Hall Extension Project Payment Procedure – for information

The Councillors **RESOLVED** to agree to the procedure which the Clerk had circulated.

d. To consider invoices for payment

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

Cheque no:	Payee and reason	Budget	Amount
400086	Green Scythe (invoice no 5673) mowing on 7 and 20 May	Grass Cutting	£268.06
400087	Tree Solutions (invoice 2200) reduce sycamore tree crown in Crosslands	Trees/Lands capping	£228.00
400088	BDO LLP for External Audit	Audit	£120.00
400089	JMC Olds for Clerk admin expenses (printing £71.02, stationery £1.46, postage £11.67)	Admin Costs	£84.15
400089	JMC Olds for mileage expenses	Mileage expenses	£37.71
400090	Green Scythe (invoice no 5786) mowing on 10 and 23 June	Grass Cutting	£268.06

The Councillors **RESOLVED** to agree to the following payment by Bank Transfer

Payee and reason	Budget	Amount
Link Development & Groundworks Bicester Ltd for internal Preliminaries (to be funded by WREN) Invoice no: 1608	Village Hall Extension	£4,568.40
Solid Structures (UK) Ltd for Civil and Structural Consultancy Services. Invoice no: 1783	Village Hall Extension	£778.68

e. To note the Village Hall Extension Project payments and receipts

Link Development and Groundworks Limited for Preliminaries (to be reclaimed from Opes excl VAT) £6,720.00 was paid on 16 June.

The Funding of £5,600 from Opes was received on 7 July.

A Claim for £3,807 has been made to WREN and the Link invoice (1608) will be paid as soon as the funding has been received.

8. Parish Matters

a. War Memorial

John Fargin has written to Mr Tobin to update him.

b. Village Website

The Clerk informed the meeting that the new website is now live. The Councillors had looked at the new site and were in general agreement that it looked very good. It was suggested that a Village News section and a Village Noticeboard section be added to the front page.

The Councillors **RESOLVED** to agree to the Parish Council paying for the domain name and hosting in future years, although there will not be any expense at present. The Clerk will add it to the 2016/17 budget.

The Councillors **RESOLVED** to ask the Clerk to thank Peter Silver for all his work in creating the original website and for hosting it for many years.

The Councillors **RESOLVED** to ask the Clerk to thank Lorraine and Joff Cheney at Navitas Design for all their work in creating the new site and donating it to the village.

The Councillors **RESOLVED** to agree that a process for managing the site was important and that two Councillors would review it every three months. The Councillors **RESOLVED** to agree that Les Harris and Adrian Thwaites would be the current reviewers.

Usergroups within the village will be able to have their own login and update their own pages. With this in mind, the Clerk had created a policy for the management of the website. The Councillors **RESOLVED** to agree to the policy with minor changes, such as the exclusion of the clauses regarding businesses.

c. Speed Checks

The Clerk reported that PC Shaun Sullivan had undertaken two speed checks.

On 24 June he checked the Stratton Audley Road between 8.25 and 9.05am and had 32 vehicles pass him, 3 of which were exceeding the speed limit; 2 at 34 mph who were warned and 1 at 38mph. This driver was given a ticket. All three drivers spoken to were taking children to school.

On 25 June he checked the road to Caversfield and 30 vehicles went past; two were doing 36mph and were stopped and warned about their speed.

PC Sullivan has been into the school and seen the Head as all vehicles stopped over the two days were parents taking their children to school.

The Clerk has asked the Highway Steward for prices on white gates but has not received a reply as yet.

The Clerk had investigated speed signs. TWM Traffic Control Systems signs cost between £1,595 and £1,755, but there are lots of added extras. The signs are powered by a 12v 35amp battery and regulator so that the sign can be moved from site to site. Further work needs to be done to this, but there is no available funding currently so it would need to be considered in next year's budget.

d. No Cold Calling Zones

Unfortunately, this was omitted from the Village Voice, but it will go in the next edition.

e. Complaints about the shooting noise

This was discussed in Public Participation.

9. Vacancy Procedure

The Councillors considered the procedure that the Clerk had drafted and **RESOLVED** to adopt it. The Clerk would ensure it was published on the website.

10. Communications Policy

The Councillors considered the policy that the Clerk had updated and **RESOLVED** to adopt it. The Clerk would ensure it was published on the website.

11. Community Led Plans

There was nothing to report.

12. Village Hall Extension Project

a. To receive a progress report

The Status Report was circulated.

The current stages of the project are taking place under a contract between the Village Hall Committee (VHC) and the contractor but as this is a joint venture between the Parish Council and the VHC, an overview of the project status was provided.

It was reported that as is often the case with building projects of this nature, a number of unplanned issues have arisen for a variety of reasons, including omissions at the design stage and lack of clarity regarding sub-contractor specifications.

Concern was raised by Councillors regarding the clarity of the architects' briefing to contractors and the ongoing quality of communications. It was agreed at this stage to supplement the architects' work through the involvement of the two nominated Councillors who will communicate with the contractor directly to ensure that the project stays on track.

The main contractor, Link, on the other hand, has been extremely flexible and accommodating, but it was agreed that that favours cannot continue to be called in as the project progresses.

The additional expenditure has meant that the Village Hall Committee has used up its contingency. They have gone back to the three funders, two of whom have said no, but one has indicated they may consider additional assistance.

The Councillors **RESOLVED** to pay the Structural Engineer out of the funds as agreed at the outset of the project.

13. Planning Applications

- a. **To consider all recent Applications received from Cherwell District Council detailed below or on the District Council website up to the date of the meeting**
 - i. 15/01088/LB, Workstream Construction Services Ltd, Newton Morrell Farm, Buckingham Road, Newton Morrell, OX27 8AG for Corrective action to reverse previous unauthorised building work. Completion of conversion to residential accommodation incorporating design revisions (previously approved application 13/00942/LB). The Clerk read out correspondence from the applicant. The Councillors had no comments or objections.
 - ii. 15/01190/F, Mr and Mrs Ward, Former Rosemary Main Street Fringford, Variation of condition 1 of planning permission 13/00718/F - In relation to Plot 1 only
This was discussed under Public Participation.

- b. **To note Notices of Decision**

None had been received.

14. Correspondence Received

The Councillors noted the correspondence received and discussed where necessary.

- a. **ORCC**- re meeting about proposed changes to the bus service and dial-a-ride
- b. **A Villager** – re the damaged stiles behind Folly Fields / Fringford Cottage. The Clerk reported them to Footpaths and they have been in contact with the owners of the stiles who have agreed that as they were serving no purpose, they can be removed. One of the Footpaths team has agreed to remove them when they are next in the area.
- c. **OCC** – re winter preparations.
- d. **OALC** – re June Members' Update
- e. **Wild Oxfordshire** – re Local Environment Groups Conference – Saturday 8 August (circulated by email)
- f. **Information for Parish Path Wardens** – a reminder request that any 'less serious' footpath problems which have been noted and recorded should be sent to Patricia Hillyard.
- g. **Clerks and Councils Direct**

15. Reports from meetings

- a. **Bicester Garden Town and Local Villages Meeting – 30 June**

The Clerk had circulated the notes. The meeting was attended by Cllr Barry Wood and Maria Curran from CDC together with representatives of other villages surrounding Bicester. It covered an update about the Local Plan and the Bicester Garden Town, together with a discussion about what was great in Bicester from the villages' perspective, what improvements could be made and what the key issues for local villages would be. The next meeting will be in September.

16. Items for information or next Agenda only

- a. **Agenda Items** – the Clerk requested that all items for the next agenda should be submitted by Thursday 6 August

- b. **Oil Thieves** - it was noted that oil thieves had been operating in Hethe.

- c. **Noticeboard** – it was requested that the position of the noticeboard be considered at the next meeting.

16. Date of next meeting

The Councillors **RESOLVED** to agree the date of Monday 17 August 2015 at 7.45pm which will be held in School.

The meeting closed at 9.20pm

Signed Dated