

**Minutes of the Meeting of Fringford Parish Council, held on
Monday 15 June 2015, in Fringford Primary School at 7.45pm**

Present: Mick Cowland, John Fargin (Chairman), Les Harris, Jan Macijewski,
David McCullagh, John Reader
In attendance: Cllr Barry Wood (left at 8.35pm), Jane Olds (Parish Clerk)
Apologies: Adrian Thwaites

1. Apologies

The Councillors accepted Adrian Thwaites' apologies.

2. Declarations of Interest

There were no declarations of interest.

3. Public Participation

No members of the public attended the meeting.

4. Minutes of the Meeting held on 18 May 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. Internal Auditor

The Clerk had sent the acceptance form to Arrow Accounting.

b. Overgrown / overflowing ditch between Fringford Cottage and Folly Fields

The Clerk is still waiting to hear when OCC Drainage team is going to be doing the work.

c. Playground

Due to the building works and on consultation with Mr Fargin, the Clerk had not ordered the bark. This will be ordered later in the year when delivering it will be more convenient.

d. Car Parking around the Green

The Clerk had written to the villagers who had made suggestions about creating a car park on the school field.

e. Parish Council records stored in the Village Hall

Mr Reader reported that the records had been removed from the Village Hall and were now being stored safely in his garage.

6. Report from District and County Councillors

Cllr Wood attended the meeting to brief the Council on the outcome of the Local Plan Inspection.

Cllr Wood reported that whilst the Inspector has 'concluded that CDC has complied with all of the necessary legal requirements in preparing the plan and had allocated suitable sites to meet the district's future growth', he had requested the removal of the clause relating to the green buffer zones which had been included in order to stop coalescence with the villages and the urban conurbations and included all those around Bicester. However, in view of the

fact that it had taken 10 years to get to this stage, the decision has been made to accept the Inspector's recommendations and to put the Plan forward to full Council for adoption as it is of primary importance that the Local Plan be adopted as soon as possible.

Whilst prospective developers may try to build on these buffer zones, it is hoped that CDC will be able to resist development due to other policies.

'Category A' villages, of which Fringford is one, will have to accommodate 750 houses. However, a large number of these have already been built or have planning permission, so the number needed to be accommodated will be significantly lower.

CDC now has a five-year housing supply which was achieved a month ago.

Local Plan 2 is now under way. This will look at more local issues and will involve all the villages. Cllr Wood urged the Councillors to respond to all consultations.

Cllr Wood left the meeting following his report.

7. Finance

a. To receive the monthly financial report

As at 9 June the Accounts stood at:

Co-op Current Account	£8,328.92
Co-op Savings Account	£24,274.39

There was one outstanding cheque totalling £600.00.

The Current Account has received a total of £30 donations to the Village Voice and £1.20 in interest.

The Accounts have been audited and the external audit papers have been completed and sent to BDO.

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

b. To consider paying invoices, particularly for the Village Hall project, via internet banking

The Clerk confirmed that all was in order in the Financial Regulations (Sections 5 and 6) to pay bills via internet banking.

In the case of the Village Hall renovation, the Council had, at a special meeting on 2 March, unanimously agreed to undertake the project, apply for and accept funding, accept the quotations from the chosen contractor and make stage payments on the basis of a detailed plan. In addition, certain aspects of the project were agreed to be funded directly by the Parish Council (the Chairman requested that these minutes be re-circulated).

It was agreed that internet banking would be used for the payments defined at the March meeting and that the nominated cheque signatories would authorise payments via email. It was agreed that a quick response to payment request emails would be made.

The Clerk would write a complete procedure which would also cover authorisation by the Project Team and the Village Hall Committee where appropriate, how the Clerk will request the funding from the funders, how the Clerk will obtain authorisation from the cheque signatories and how payment would be made, which would be presented at the next meeting.

The Councillors requested that they inspect the monthly bank statements. The Clerk informed the meeting that the Councillors were always welcome to inspect the accounts which were routinely brought to each meeting.

c. To consider invoices for payment

The Councillors **RESOLVED** to transfer £85.86 from the Village Pump budget to the insurance budget to pay for the insurance to cover the Village Pump.

The Councillors **RESOLVED** to agree to the Clerk arranging a transfer of £2,000 from the Savings Account to the Current Account.

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

Cheque no:	Payee and reason	Budget	Amount
400083	Green Scythe (invoice no 5565) mowing on 7 and 21 April	Grass cutting	£268.06
400084	Clive Morton for Internal Audit (invoice no 670)	Audit	£200.00
400085	Zurich Municipal to cover village pump (invoice no 18361684)	Insurance	£85.86

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

Payee and reason	Budget	Amount
Link Development and Groundworks Limited for Preliminaries (to be reclaimed from Opes excl VAT)	Village Hall Extension	£6,720.00

8. Parish Matters

a. War Memorial

The Clerk reported that she had been in touch with Underwood and Weston and they hope to start the work in late August / early September.

b. Crosslands tree

Following the receipt of further quotations, the Councillors **RESOLVED** to agree to Tree Solutions quotation to reduce the crown of the self-set Sycamore in Crosslands for £190 (plus VAT).

c. Village Website

The Councillors had all looked at the website and were pleased with the results. The Clerk confirmed that there would be a village calendar. A request to have a car / lift share page would be suggested to the developers.

The new website would be publicised in the Village Voice.

d. Emergency Planning

The Clerk had circulated the documents to the Councillors. The Councillors requested that the Clerk write a proposal of what is needed for the September meeting.

e. Speed Checks

The Councillors considered the data from the speed checks which had taken place week beginning 18 May. There were two survey points, one outside Fringford Feeds on Main Street, and one on Stratton Audley Road.

The Clerk reported that on Main Street, the majority of the cars (travelling northbound, towards the Church) were under 31mph with just two cars in the 31<36mph bracket over the seven days. Southbound there were 21 cars over 31mph coming up Main Street and out of the village, but the Clerk reminded the meeting that those cars were already over the speed limit at the survey point and were, therefore accelerating towards and past the school.

On Stratton Audley Road the statistics were very different. Travelling out of the village, over the week 209 cars travelled past the device at below 31mph, but 353 cars were travelling above 31mph; 193 cars under 36mp, 120 under 41mph, 38 under 46pmh and 2 under 51mph, so many more cars were speeding over the limit well before the exit to the village. Travelling into the village, the figures were very similar.

The Councillors **RESOLVED** to ask the Clerk to contact PC Caroline Brown to discuss the next steps and to investigate the costs involved in white gates at the entrance to the village and electronic speed signs.

f. No Cold Calling Zones

The Clerk had been in touch with the Chairman of Finmere Parish Council who said that he believed the village-wide Zone had been a success; however, it was unquantifiable as they do not know how many people had not visited.

The Councillors **RESOLVED** to ask the Clerk to put an article in the next edition of the Village Voice to gauge opinion on whether it was wanted village-wide.

9. Community Led Plans

There was nothing to report.

10. Village Hall Extension

a. To receive a progress report

Mr Fargin reported that the building site had been set up and the demolition work had started.

It was reported that following a lengthy delay in getting contracts drawn up by the architects they had finally been signed and the contractor was able to order the timber frame.

Concern had been raised by the VHC that the architects had not appointed a Structural Engineer, despite a request to them from last September onwards and on a regular basis thereafter.

The builder was still waiting for the detailed construction plans from the Architect, despite regular chasing by both the VHC and the builder. Both the construction of the timber frame and the beam and block floor were being held up by this. A Structural Engineer has now been appointed directly by Mr Fargin and the VHC had met with him the previous week to discuss the project.

Unfortunately, the demolition had brought up some consequences including issues with the corner of the old building by the Gent's toilet which was structurally supported by the old extension now being demolished and will need some additional steel support work. This was predicted many months ago by the VHC and was one of the key reasons that input from a structural engineer had been repeatedly requested by them.

Further structural engineer input was required to define whether the foundations may need to be dug 1m deeper than costed (because of the nearby trees and the clay soil structure).

It was agreed that the service received to date from the architects had not been satisfactory in spite of numerous phone calls and meetings with those involved and with the practice principal.

It was agreed that the project would continue to be managed as agreed at the 2 March meeting and that any significant changes would be reported to and if required agreed by the Parish Council. As the project is moving quickly the Councilors **RESOLVED** to agree that this would be done by email in between meetings with additional meetings convened as necessary.

Following a long discussion, Mr McCullagh thanked Mr Fargin for all his work and perseverance on the project.

11. 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**

No applications had been received

- b. To note Notices of Decision**

- i. 15/00666/F, Mr Ian Mansley, Pringle Cottage, Rectory Lane for '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 and single storey rear extension'. Permission for development subject to conditions.

- ii. 15/00485/F, Mr and Mrs R Ward, Former Rosemary, Main Street; for 'Variation of Conditions 1 and 2 of 13/00718/F - Plot 1 only (to retain house with an altered façade/side elevation) - No changes to Plot 2'. Refusal of permission for development
- iii. 15/00486/F, Mr and Mrs R Ward, Former Rosemary, Main Street; for 'Removal of Conditions 1 and 2 of 13/00718/F (retain Plot 1 building "as built" with first floor side window to be removed) - Plot 1 only'. Refusal of permission for development

Following the planning refusals on Rosemary, the Councillors **RESOLVED** to write to Mr Westerman at CDC asking for clarification on whether Plot 2 had planning permission, and if so, how it would be separated from Plot 1.

12. Correspondence Received

The Councillors noted the correspondence received and discussed where necessary.

- a. **ROSPA** – the play area will be inspected in July
- b. **Smart Wheelie** – re speed sign wheelie bin stickers
- c. **OCC** – re changes to subsidised bus services, but there was nothing which affected Bicester or North Oxfordshire at present
- d. **Green Dragon Eco Farm** – invitation to a Community Orchard Planning workshop on 4 July
- e. **OALC / ORCC** – wanting to know what type of social data (such as population, housing, economic, environmental, crime etc) that community groups, voluntary organisations and residents would find useful. The Clerk would respond to the online survey
- f. **OALC** – re AGM on 6 July at 7 for 7.30 at Didcot Civic Centre The speaker will be Anthony Stansfield, the Police and Crime Commissioner.
- g. **OCC** – re mobile library service welfare stops. The Clerk had asked Mrs McCullagh if it would be possible to use the village hall and the Caretaker has agreed to open the village hall when necessary
- h. **Supermum Oxfordshire** – asking for information about newsletters

13. Reports from meetings

a. Parish Liaison Meeting (CDC) 10 June

The Clerk attended the Parish Liaison meeting. Cllr Barry Wood opened the meeting with an outline of various things including:

- the Boundary changes which will mean that all wards will be 3-member wards of equal size. The whole council will be up for election next year and then they will be elected in thirds after that.
- the result of the General Election and the impact it might have on CDC, which it is hoped won't be great because of the joint working with South Northants and Stratford;
- the Garden Town proposal which was in the Conservative's manifesto, so it should continue into this Parliament;
- Safeguarding which has an impact on all walks of life and was expanded on later in the meeting;
- the Local Plan which they expected to hear from the Inspector any day;
- the financial concerns which are affecting OCC and may well be passed on to district and parish level in due course, the primary concern at the moment being grass cutting.

David Peckford then spoke about the Local Plan, both Parts 1 and 2. Mr Peckford outlined the process of Part 1 and what the likely next steps would be. The Officers had considered the report and responded to the Planning Inspector and they were waiting for the final decision. Once that had been announced, the recommendations would be considered and modifications made if necessary. If the plan was found to be 'sound' it would go to full Council to be adopted, then there would be a 6 week period within which a legal challenge might be made. Following the 6 week period full publication would take place.

There will be parish workshops arranged to discuss Local Plan 2 in due course.

Maria Garcia Dopazo, one of CDC's Planning Policy Officers gave a briefing about CIL - the Community Infrastructure Levy - which will be part of the Local Plan part 2, but is not currently in use. The CIL is the Government's preferred mechanism for pooling contributions from new development to help pay for infrastructure to support development. It's intended as a top up, but S106 contributions will continue, but in a more limited way.

Nicola Riley, CDC's Communities, Partnerships & Recreation Manager outlined the safeguarding issues which have been raised following Operation Bullfinch in Oxford. Whilst Safeguarding may not be a huge issue for small parishes, she still recommended that Parishes have a Safeguarding policy which would, in Fringford's case, consider the safeguarding issues with the village hall and play area. OALC has a policy on their website.

Jon Westerman, the Development Management, E-consultation and Enforcement Manager, gave a brief talk about the re-arrangement of the Planning Department. There will be four main teams; a majors team, an enforcement team, and two geographical teams (north and south), each with a team leader. The staff is now up to full strength and it is hoped that things will run more smoothly.

Mr Westerman also outlined the proposal to put all planning online using E-consultation. This will be rolled out in three phases with Bicester being in the second phase. There will be a workshop to discuss how the system will work. Concern was raised about the fact that hard copies of the plans might not be sent to PCs. The Clerk had already written to Mr Westerman explaining why it is necessary to have a proper set of paper plans to be able to consider the proposal properly at PC meetings.

Christine Lalley from OALC made a quick presentation about the Sustainable Communities Act. This is the Act which has made it possible to send out agendas electronically following Bleadon PC's request to Government.

14. 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 9 July

b. Verge Cutting

Comment was made about the lack of verge cutting around the village following OCC's reduction of the grass cutting budget from five cuts a year to two. The Clerk would find

out about whether it would be possible to receive a grass cutting grant from OCC for next year and to obtain a quotation from Green Scythe for taking over the contract.

16. Date of next meeting

The Councillors **RESOLVED** to agree the date of Monday 20 July 2015 at 7.45pm which will be held in School.

The meeting closed at 10.00pm

Signed Dated