

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

Present: Mick Cowland, John Fargin (Chairman), Les Harris, David McCullagh,
John Reader, Roger Williams
In attendance: Cllr Barry Wood (CDC) until 9.30pm, 1 member of the public until 8.30pm,
Jane Olds (Parish Clerk)
Apologies: Adrian Thwaites

1. Apologies

The Councillors accepted Adrian Thwaites' apologies.

2. Declarations of Interests

There were no declarations of interest.

3. Public Participation

One member of the public attended to discuss the Planning Inspector's decision on the Rosemary Appeal.

4. Minutes of the Meeting held on 17 February 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. Elections

The Clerk had received a briefing about the elections at CDC in February and had subsequently written a paper about the process for all Councillors and villagers interested in putting themselves forward for election.

The Clerk will receive nomination packs in early April which will include the nomination form, consent form, a request for the Electoral Register (only to be used for election purposes) and an expenses form. These packs will also be available directly from CDC.

The Notice of Election will be posted on Monday 14 April and all nominations for Councillor must be submitted to CDC by hand no later than 4pm on Thursday 24 April. By noon on 28 April CDC will publish a 'Statement of Persons Nominated' notice which will be followed by a 24 hour 'cooling off' period which gives anyone with second thoughts the opportunity to withdraw. On 14 May CDC will announce either a 'Result of Uncontested Election' or a 'Notice of Poll'.

If there is a poll, CDC will liaise with the candidates prior to the election on 22 May.

After the election (whether contested or uncontested) all Councillors come into office on the fourth day after ordinary date of election – Monday 26 May. Once they are elected, all must complete a Declaration of Acceptance of Office before the first meeting and within 28 days must complete Registration of Interests forms which are sent to CDC's Monitoring Officer.

Whether or not the current Chairman has been elected, they remain as Chairman until a successor has been elected at the Annual Council meeting which will be held on 9 June.

b. New Financial Regulations

The Clerk has just received the guidance and agreed to report further at the April meeting.

c. Barking Dog at the Green

The Clerk had contacted CDC about the concerns raised in February. CDC had investigated the issue earlier in the year and was satisfied that the noise created by the dog did constitute a 'statutory nuisance from noise' and an Abatement Notice was served. The Out of Hours service telephone number has been given to affected neighbours, but it appears that the problem has now calmed down.

6. Report from District and County Councillors

Cllr Wood reported that following a long gestation period, the Local Plan has now been submitted to the Inspector and the public examination was scheduled for the beginning of June.

He also participated in the discussion regarding the Rosemary Planning issue and left at 9.30pm.

7. Finance

a. To Receive the Financial Report

The current balances stand at	
Barclays Community Account	£36.87
Business Saver Account	£0.00
Co-op Current Account	£5,293.92
Co-op Savings Account	£13,934.14

There is one unrepresented cheque of £2,293.70.

The Clerk has received a statement from Barclays. The Councillors **RESOLVED** to write a cheque for £36.87 (number 100640) to be paid into the Co-op Account and to formally close the Barclays accounts.

The Clerk provided printouts of the accounts. The Clerk had not received an invoice for the maintenance of the Church Clock; the Councillors therefore **RESOLVED** to transfer the maintenance budget to the following year.

The Clerk pointed out that Subscriptions would be over budget by £53.25 because of re-joining the ORCC at the beginning of the year and because of the increase in the SLCC subscription with the increase in the Clerk's hours. The Councillors **RESOLVED** to agree to the over-spend.

b. To consider invoices for payment

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

Payment to	Cheque Number	Amount
ORCC Annual Subscription	400033	£50.00
OALC Annual Subscription	400034	£133.07
Cherwell District Council for dog bin emptying	400035	£174.35
SLCC Annual Subscription	400036	£30.18
Jane Olds for Clerking Duties (1 January – 31 March)	400037	£224.37
Jane Olds for Expenses from 16 October 13 – 12 March 14 (printing £37.60, stationery £7.95, postage £16.42, mileage £67.73)	400038	£129.70
Grant to the Village Hall for assistance with insurance	400039	£555.14

The Councillors **RESOLVED** to agree to the Clerk increasing the cost of printing from April to take account in the increased cost of toner to 7p per single side and 12p per double sided copy. The Clerk informed the Councillors that postage would be increasing on 1 April to 62p for a first class letter and 53p for a second class letter.

8. Parish Council Chairmanship

The Councillors considered further Roger Williams’ suggestion that the Council’s current practise of the position of Chairman being rotated annually be reconsidered in favour of maintaining continuity.

The Chairman would still be elected annually, as is legally required, but the current holder would be able to stand again should they wish to put themselves forward and were elected by the other Councillors.

The Councillors unanimously **RESOLVED** to agree to the proposed changes.

9. Parish Matters

a. Road across the Green

The Clerk has met two contractors to discuss the costs and implications on making good the grass along the road at the side of the Green, providing parking bays, and kerbing the edge and is due to see another contractor shortly.

Roger Williams had also obtained a quotation for an interim repair to dig out the side of the Green, take away the spoil, supply top soil and grass seed and plant to make good the edging.

The Councillors **RESOLVED** to ask the contractor to carry out the interim repair, if possible in the Easter holidays, but to continue to investigate the more complicated project.

The Councillors also **RESOLVED** to agree that the rest of the Green and the areas around the grasscrete be made good.

Once the work has been completed, the Councillors **RESOLVED** to ask the Clerk to write to the parents at school and playgroup thanking them for continuing not to park there and informing them of the action the Parish Council has taken.

b. War Memorial

Mr Tobin reported via the Clerk that the majority of the costs of the restoration would be the re-lettering, so for the parish to do the cleaning would not be practicable. The companies also use specialised cleaning equipment which takes training.

The Clerk had contacted the PCC Secretary requesting that a Faculty be considered for the restoration of the War Memorial and is waiting to hear.

The War Memorials Trust is able to award small grants under £3,000, but they require information including who designed it, when it was installed, who paid for it and whether there were any newspaper articles published at the time of erection. The Clerk would make further enquiries about the provenance.

Cllr Wood informed the meeting that CDC had set aside £20,000 for the restoration of war memorials in the district and that information would be sent out shortly. He also suggested contacting the regimental associations connected with the names on the memorial as they may also be able to assist.

c. Commemoration of the Great War in the Village

The Councillors welcomed John Fargin's proposal for the re-built Chinnery Room in the Village Hall to house a village history project which would focus on the Great War to start with.

d. Village Pump

Roger Williams had obtained one quotation for the restoration of the pump. A further two quotations are needed. The Clerk would contact the thatcher to ask for recommendations of contractors.

e. Village Spring Fayre - 26 April

The Councillors **RESOLVED** to agree to John Fargin's suggestion of a Parish Council *Human Fruit Machine*. Roger Williams would source large cardboard boxes which would be decorated. A donation for the fruit would be sought.

f. The Odd Fellows Banner

It had come to light that this banner, which was discovered in the Village Hall store cupboard in 2005 / 6, might be taken to a museum outside the village.

Concern was raised about the ownership of the banner. The Councillors **RESOLVED** to ask the Clerk to investigate who had given permission to re-home the banner and to discuss further action at the next meeting.

10. OCC Minerals and Waste Strategy Report

The Councillors considered the report and following a discussion had no concerns to raise with OCC.

11. Community Led Plans

The Village Fayre organisation is taking shape with 40 activities from different village organisations.

The Community Led Plan group had agreed that any money raised by the day would be put towards the restoration of the Pump structure.

The next edition of the Village Voice has been published and funded by donations from villagers including Simon Biltcliffe of Webmart who has kindly agreed to sponsor the print costs for the first year.

12. Village Hall Extension

The decision on the planning application was due to be decided by 31 March, but the Clerk had heard from the Planning Officer that he had no serious concerns.

Roger Williams had shown the plans to the residents at Hall Farm and the Clerk had taken the plans to school and playgroup, none of whom had any comments.

Mick Cowland shared the Committee's report with the meeting. The Village Hall Committee had received a number of practical comments from villagers who had seen the plans. Concern had been raised regarding the two external doors being on the same front elevation; the architect will be looking at how to incorporate an additional external door on the rear elevation to aid fire evacuation. Other issues raised included the direction the Chinnery Room doors should open, whether there should be a panic bar on the main entrance, the water pressure into the building, how the radiators would be heated from the air source heat pump and the request that a cleaners' sink be installed. All these issues will be addressed.

13. Neighbourhood Plan

The Councillors discussed the pros and cons of the production of a Neighbourhood Plan and decided that it may not be necessary to produce a Plan if the village can agree with CDC about what happens in the village in the next phase of the Local Plan (the Local Neighbourhoods Development Plan Document). It was reiterated that if the Parish chose to take on doing a plan that it would be a great deal of work which the Councillors would need to have to commit to helping with.

The Councillors **RESOLVED** to agree not to look at producing a Neighbourhood Plan at present, but to keep a watch on the suggestion of a 'lite' version which may be introduced by the Government for smaller parishes.

14. Cherwell District Council Local Plan.

Cllr Wood had previously referred to the timescale for the hearing of the Local Plan. The Clerk reported that she had asked CDC what is proposed for Fringford and for the definition of the word 'infill' as used in the plan.

The Planning Officer replied that Fringford has been identified as a Category B village where infilling and conversions are seen as acceptable forms of development (Policy Villages 1). Fringford is in a group of 17 villages where 96 homes are needed between 2012 and 2031. However, this does not mean that there will be 96 homes in each of these villages, but will be spread across the villages. CDC acknowledges that not all villages will accommodate a site and that the precise number of homes will be set out in the Local Neighbourhoods Development Plan Document the production of which will begin once the Local Plan is adopted.

The definition of ‘infilling’ is as follows: “Infilling refers to the development of a small gap in an otherwise continuous built-up frontage that is suitable for residential development.” (paragraph C.228)”.

15. Planning Applications

a. To consider recent Applications

No applications have been received.

b. To note notices of Decision

No notices have been received.

c. Rosemary Appeal

The Councillors **RESOLVED** to bring this discussion to the beginning of the meeting to accommodate the member of the public and Cllr Wood.

The Planning Inspector had pronounced in favour of the developers but with limited development rights. Following the decision, the Parish Council had written to the Chief Executive of Cherwell District Council expressing the Council’s concern over how the meeting had been handled by CDC’s officers. This letter had been acknowledged, but no further communication had been received.

After further discussion, the Councillors **RESOLVED** to send the Chief Executive an additional letter requesting that the Enforcement Order be redrafted as suggested in section 18 of the Planning Inspector’s report using the “second bite” provisions.

16. Correspondence Received

The Councillors noted the correspondence received and discussed where necessary.

a. OALC – February update (circulated by email)

b. CDC re Spring Clean – the Clerk had been in touch with the villager who arranges the spring clean and had ordered what is required. The village spring clean will take place on Sunday 13 April at 10am starting outside the Village Hall.

c. Boundary Commission briefing on warding patterns for CDC – 31 March at 6pm

d. Clerks and Councils Direct

e. A villager regarding Bicester Sweepers Activity – which the Councillors noted.

17. Reports from meetings

No meetings were attended.

18. Any Other Business

a. Pot Holes in the Village Hall Car Park

The Clerk had been investigating the cost of repairing the pot holes at the entrance to the car park when she was contacted by Highways as it had been reported to them. Highways looked at the potholes and decided that because of where they were situated that they were Highways’ responsibility and arranged for a 24 hour repair.

b. Salt storage

Roger Williams reminded the Councillors that Richard Wise was storing the salt for the Parish Council and that it would not be necessary to order further supplies next winter.

19. Date of next meeting

The Councillors **RESOLVED** to agree the date of Monday 28 April 2014 at 7.45pm.

The meeting closed at 10.00pm

Signed Dated