

**Minutes of the Meeting of Fringford Parish Council, held on  
Monday 19 October 2015, in the Chinnery Room of Fringford Village Hall at 7.45pm**

**Present:** Mick Cowland, John Fargin (Chairman), Les Harris, Jan Maciejewski,  
David McCullagh, John Reader, Adrian Thwaites

**In attendance:** 2 members of the public until 8.20pm, Paul Ihringer (Cherwell District  
Council) departed 8.20pm, Jane Olds (Parish Clerk)

**Apologies:** None

**1. Apologies**

There were no apologies.

**2. Declarations of Interest**

There were no Declarations of Interest.

**3. Public Participation**

Two members of the public attended the meeting but made no comments.

**4. The Councillors RESOLVED** to agree to move the order of the meeting in order that point 7 on the Agenda with Mr Ihringer could be considered first.

**5. To receive Mr Paul Ihringer from Cherwell District Council** – to discuss the enforcement issues surrounding the Rosemary planning applications  
Mr Ihringer outlined the progress on the appeals. CDC had submitted their Statement of Case that day and confirmed that no enforcement proceedings would be undertaken until the appeals had been concluded.

A number of questions were asked including why no enforcement action had been taken following the first inspector's report, but Mr Ihringer was not able to answer that.

The inspector had given a suggestion as to what was an acceptable solution, but because of the nature of the appeal was not able to.

Following the first appeal, the Planning Department has been trying to find a solution. The first two amended sets of plans were deemed unacceptable and whilst the third was thought satisfactory by the Planning Officer, was rejected by the Committee.

A question about the number of bedrooms was raised. Mr Ihringer admitted that once a house is built it is possible to make internal alterations to the dwellings and that CDC didn't have the resources at the time to check whether or not the house as built conformed to the submitted plans. However, he assured the meeting that part of his job was to implement a system to check that what had been applied for had been built and spot checks will be made on applicants in the future.

The CDC Planning Team hopes that they have learnt lessons from this case and are creating a Local Enforcement Plan to be able to deal with issues more efficiently in the future. There will also be more questions, checks and balances to architects prior to submission of plans.

In relation to planning permission for Plot 2, Mr Ihringer confirmed that in his and the Legal Department's opinion, Plot 2 had planning permission following the second Planning

Inspector's decision on the shed. However, the Councillors were still concerned about how this would be presented.

A lesson learned by the Parish Council was that any future contentious planning applications in the village would be referred immediately to the District Councillor in order that they will be asked to take it to the Planning Committee.

Mr Ihringer and the two members of the public then left the meeting.

**6. Minutes of the Parish Council Meeting held on 21 September 2015**

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

**7. Update on progress from the Minutes**

**a. Pump housing supports**

Mr Fargin had arranged to discuss the cracks with the contractor the following day.

**b. Bark**

Ordering the bark would be postponed until the spring.

**c. Poppy wreath**

The poppy wreaths have been delivered to church ready for Remembrance Sunday (8 November).

**d. Waste bin outside the telephone box**

The bin has been removed and Cllrs Maciejewski and Thwaites were thanked for their efforts.

**e. OCC Consultation on household waste recycling**

The Clerk had responded to the consultation with an email.

**f. CDC Development Management Workshop**

The workshop was postponed.

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

No Councillors attended the meeting.

**9. Finance**

**a. To receive the monthly financial report**

As at 13 October the Accounts stood at:

Co-op Current Account	£20,964.34
Co-op Savings Account	£8,791.95

There was one outstanding cheque for £100.

The Current Account has received £15,000.00 from the Savings Account, £50 for the hire of the Green for the fair in August and £82.50 for donations to the Village Voice.

The Savings Account has received £10.56 in interest.

The VAT Reclaim made in July has still not been received despite chasing by the Clerk. The Clerk intends to submit a further claim for 1 July to 30 September, but will check the progress of the earlier claim first.

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

**b. To consider invoices for payment**

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

<b>Cheque no:</b>	<b>Payee and reason</b>	<b>Budget</b>	<b>Amount</b>
400097	Green Scythe for grass cutting August (invoice number 6009)	Grass cutting	£134.02
400098	Green Scythe for grass cutting September – 2 cuts (invoice number 6112)	Grass cutting	£268.06
By BACS	Link Development and Groundworks Bicester Ltd for Invoice 1636 for supply, fit, commission and certify fire alarm system; and supply and fit emergency lighting system (additional funding from Parish Council as agreed in Minutes of 17 August 2015)	Village Hall Extension	£4,052.70

**c. To note the Village Hall Extension Project payments and receipts**

A funding claim to WREN was made on 22 September for £13,357.50 to cover the Link Invoice number 1625 for a stage payment for ‘finishes to include plastering and painting and decorating’.

The Invoices below were agreed to be paid by email circulation and paid by BACS

<b>Date agreed by email</b>	<b>Payee and reason</b>	<b>Budget</b>	<b>Amount</b>
22/9/15	Link Development and Groundworks Bicester Ltd for Invoice 1626 funded from Doris Field Grant received in November 2914	Village Hall Extension	£1,200.00
13/10/15	Link Development and Groundworks Bicester Ltd for Invoice 1625 funded by the WREN Claim made on 22 September	Village Hall Extension	£16,245.00

## 10. Parish Matters

- a. **War Memorial** – to receive an update for information and to consider further issues surrounding the straightening project

Following a great deal of chasing of the contractors, the Stonemason and Contracts Manager contacted the Clerk to say that he was concerned about the risk element of taking down the War Memorial and rebuilding due to the weight and fragile nature of the structure as they were not able to guarantee to be able to take it down without damaging the memorial and they could not accept liability for the replacement of any damaged sections. This information had only been received in the previous week, despite the contractor inspecting the memorial over a year ago and providing a detailed quotation and specification of works.

The Manager had looked into alternative methods of stabilising the memorial and proposed that they underpin the structure in accordance with the calculations which the Structural Engineer made when producing the initial report. They guaranteed that this solution will result in the memorial being perfectly upright.

Unfortunately, due to the time delay, the Clerk has been informed by the Church that the Faculty has expired and the Churchwardens need to apply for an extension. Concern was again raised that the Contractor had made numerous commitments to complete the works from as early as May 2015 and that they had repeatedly put the works back in spite of constant chasing by the Clerk.

The Councillors considered further options which included looking at alternative companies to straighten the war memorial, just having the cleaning and lettering completed by Underwood and Weston. Mr Fargin would be meeting with contractors on site during the week.

If the straightening work is not completed then the funding from the National Heritage Lottery Fund would need to be returned.

- b. **Crosslands shrubs** – to consider the quotation from Tree Solutions for the tidying up of the shrubs in Crosslands

The Clerk had been asked to obtain a quotation for trimming the hedging and shrubbery; the top and sides of the Leylandii hedge and chip the cuttings back into the shrubbery which would cost £325 plus VAT.

In view of the budgetary constraints, it was **RESOLVED** to wait until the spring to carry out the work.

- c. **Snow clearance** – to consider the snow ploughing agreement for 2015/16

The Councillors **RESOLVED** to agree to Mr Wise continuing to clear the snow in the village once the price had been formally agreed. The Clerk would write to confirm.

- d. **New dog bin on the Hethe Road** – to consider the purchase and installation of an additional dog bin

The Clerk had met with the Highway Area Steward that morning to discuss the siting of the bin and to obtain permission to attach a dog bin to the footpath finger post at the stile.

The Clerk was awaiting confirmation from the Steward before obtaining quotations for a bin and installation.

- e. **Car Parking on the Green** – to consider how to deter cars from parking on the Green. The Councillors considered the issue again. They understood that there were two options, to dig out the edge of the Green providing additional parking or to fence the area.

Following the re-opening of the Village Hall Car Park, the Clerk had written to school to ask the parents to use the car park and not to park on the Green.

Following a discussion the Councillors **RESOLVED** to ask for a meeting with the new Headmaster to discuss a way forward.

- f. **Christmas Tree** – to consider the purchase of a Christmas Tree for the village  
Following the installation of a new electrical socket in the Village Hall car park, it was now safe to light the Christmas Tree.

The Councillors **RESOLVED** to agree to the purchase of a 13 foot Christmas tree at a price of £95 excluding VAT and delivery; to be delivered for the first weekend in December. This would be more than the budget, but the Councillors **RESOLVED** to agree to this extra expenditure.

- g. **White Gates / Speeding**

The Clerk has asked the Traffic Advice and Design Manager at Highways for advice on the white gates, but had not received a response.

**11. Licensing Act 2003** – to consider CDC's Revised Statement of Licencing Policy Consultation

**12. Gambling Act 2005** – to consider CDC's Revised Statement of Licencing Principles Consultation

Items 11 and 12 were discussed together. The letters had been circulated for consideration. The Councillors **RESOLVED** that they had no comments or objections.

**13. Community Led Plan**

The Community Led Plan group has met and is in the process of writing up a report and putting forward proposals. The group had been asked to make any proposals achievable.

**14. Village Hall Extension Project**

- a. **To receive a progress report**

The Status Report was circulated and considered.

The project is nearing completion apart from the repairs to the car park surface, guttering and snagging and the halls are now back in use.

The trench in the car park has been infilled and is just awaiting tarmac.

There have been two unforeseen issues. One with the acoustics in both halls as all the surfaces are hard and therefore creating an echo. The VHC is looking at commissioning an acoustic survey and will discuss the practical approach to dressing the windows and reducing the echo. The second relates to the exterior lights on the back of the hall to light

the school field for the youth club; these were installed from the old electricity consumer unit but were decommissioned when the new electricity system was installed. A quotation has been requested to reinstate the lighting.

Further funding applications are in the process of being submitted to Awards for All, Foyles, Gannett Foundation and Doris Field for various elements including new meeting tables, chairs and acoustic panels for the walls.

All the users have been welcomed back by the Village Hall Committee and are very happy.

Unfortunately, they have not made any further inspections as per the final phase of the contract. The architect concerned has been away on holiday.

The formal opening of the hall will be on 7 November at 2pm which will be a joint Parish Council and Village hall event with an open invitation to villagers to attend the formal ribbon cutting ceremony and look around the new facilities during the afternoon. An earlier reception is to be held for the fundraisers, funding bodies and Press.

## 15. 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. 15/01564/F, Mr and Mrs J Plested, 7A Manor Yard, OX27 8DQ for 'Demolition of conservatory, alterations including garage conversion and single storey rear extension'

The Councillors considered the application and had no comments or objections.

### b. To note Notices of Decision

No Notices of Decision had been received.

### c. To consider the revised Planning Application Procedure

The Clerk had circulated the revised procedure which took into account the change of circulation around the Councillors.

The Councillors **RESOLVED** to agree to adopt the procedure.

## 16. Correspondence Received

The Councillors noted the correspondence received and discussed where necessary.

- a. **A villager** – re ditch between Fringford Cottage and Folly Fields. The bank had been cleared but the debris had not been dug out from the ditch, and the storm water pipe from Church Close was still blocked. The Clerk had chased the drainage team and informed that it was a two part job and the second part would be done shortly. The work has now been completed to the villager's satisfaction.
- b. **OALC** – members' update (circulated by email)
- c. **Zurich Insurance** – informing that the Chancellor announced an increase in the rate of Insurance Premium Tax from 6% to 9.5% with effect from the 1<sup>st</sup> November 2015 in the budget. This increase will apply to all insurance premiums after this date and so the Parish premium will go up next year.
- d. **Enquiry from website** – re bonfire night.

- e. **A villager** – re some bulky waste outside a property in Stratton Audley Road which wasn't due to be collected for two weeks. Email was copied to Cllr Barry Wood and the collection made the following day.
- f. **ORCC** – re-launch event on 6 November 11am – 1pm.
- g. **OCC** – re winter preparedness
- h. **CDC** – re Parish Liaison Meeting 11 November
- i. **CDC** – re confirmation of whether the Parish Council pays a basic allowance (no) and a travel/ subsistence allowance (travel yes) - responded.
- j. **OCC** – re Social Media workshops for women (posted on the Website)
- k. **Various enquiries** – re progress on the War Memorial. Now updated
- l. **Candleford Ladies' Canter** – 25 October (event posted on Website)
- m. **Oxfordshire Association for the Blind** – grant request
- n. **OxBel** – grant request
- o. **OCC** – re budget savings. Two meetings have been set up, one by OCC at Banbury Town Hall on 2 November and one by ORCC at Matthew Arnold School on 9 November.

**17. Reports from meetings**

No meetings had been attended. The Bicester Villages meeting was postponed.

**18. 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 5 November
- b. **Bonfire Night** – the meeting was informed that the publicity about bonfire night being cancelled was on the website and would be distributed more widely shortly before 5 November. Signs would also be erected. The VHC was investigating alternative venues for next year's event.

**16. Date of next meeting**

The Councillors **RESOLVED** to agree the date of Monday 16 November 2015 at 7.45pm in the Chinnery Room of the Village Hall.

The meeting closed at 9.35pm

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