

**Minutes of a Meeting of Fringford Parish Council, held on
Monday 17 October 2016, in the Chinnery Room of Fringford Village Hall at 7.45pm**

Present: Mick Cowland, Jan Maciejewski, Les Harris, David McCullagh (Chairman),
John Reader, Adrian Thwaites
In attendance: Jane Olds (Parish Clerk)
Apologies: John Fargin, Cllr Ian Corkin (CDC) and Cllr Catherine Fulljames (OCC)

1. Apologies

The Councillors accepted John Fargin's apologies.

2. Requests for Dispensations and Declarations of Interest

There were no requests for dispensations or declarations of interest.

3. Public Participation

No members of the public attended the meeting.

4. Minutes of the Parish Council Meeting held on 19 September 2016

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

5. Update on progress from the Minutes

a. Poppy Wreaths

The Clerk had ordered the wreath for the PC and it would be delivered shortly.

b. Verge Cutting

The Clerk had confirmed with Quadron to cut the verges on the Stratton Audley Road and had requested clarification about the costs of the additional work from the Laurels round to Crow Lane; this was because of the additional work required in strimming and blowing after the cut. Quadron would be asked why they had only cut the north side of the Stratton Audley Road.

c. Facebook

The Clerk had completed the page and added Adrian Thwaites as an Admin so that he could check it. Adrian Thwaites was happy with the content so it was now ready for launch.

6. Report from District and County Councillors

No reports had been received.

7. Finance

a. To receive the monthly financial report – for information

As at 11 October the Accounts stood at

Co-op Current Account	£3,987.65
Co-op Savings Account	£17,274.16

The Current Account had received a total of £88.50 in donations to the Village Voice, the cheque of £500 for the Volunteer LinkUp for Fringford Friends had cleared and the £2,000 transfer from the Savings Account to the Current Account had been made.

There were three outstanding cheques totalling £413.39.

The Savings Account had received the Precept of £5,727 and interest of £6.91.

The Standing Order of £114.00 to pay the Clerk for the period of 1 to 30 September cleared on 3 October.

The Clerk made a VAT reclaim on 12 October to cover the period from 1 March to 31 August which amounted to £469.37.

b. To receive a verbal report from the Councillor responsible for Internal Financial Control

Jan Maciejewski made his inspection on 11 October and reported that all was in order.

c. To receive the report from the External Auditor

The report from the External Auditor had been circulated and published on the website.

Two minor issues were raised which did not require any further action apart from checking for accuracy next year. The Councillors **RESOLVED** to accept the report and approve and accept the certificate.

The Clerk reported that the Audit Fee was much greater than previous years as the accounts were included in the income / expenditure bracket for £100,001 - £200,000 because of the expenditure on the Village Hall project. The scale of the fees was agreed and published by the Audit Commission and was a sliding scale solely dependent on income and expenditure and covered all town and parish councils. The Clerk presented the meeting with the paper information.

However, the Councillors **RESOLVED** that the Parish Council should write to the External Auditor appealing the charge.

d. To consider invoices for payment itemised on the payment schedule

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

Cheque no:	Payee and reason	Budget	Amount
400143	Green Scythe for July grass cutting (Invoice number 7085)	Grass Cutting	£273.39
400144	David McCullagh for Signs Express Village Green Signs	Village upkeep	£311.40
400145	BDO LLP for External Audit	Audit	£516.00

8. Department for Transport Minibus fund – to receive a progress report

David McCullagh reported that he had spoken to a number of representatives of other Parish Councils in the Shelswell area, all of whom had expressed an interest to pursue the project.

The Councillors **RESOLVED** to agree to apply for the grant to the Department for Transport for the minibus (deadline 2 December) in the Parish Council's name and to agree to form a committee of one representative of each of the other participating parishes.

A number of areas of concern would need to be finalised before accepting the grant, if it was awarded, including the management of the bus, who would be responsible for the maintenance and fuel and who would ensure drivers had valid driving licences. However, the venture should be effectively self-financing and the only financial exposure would be the initial insurance premium which would be shared equally round the participating parishes.

9. To consider a response to CDC's Open Space, Sport and Recreation Review

The Clerk had circulated the review and map to the Councillors and had requested information from the Chairman of the Village Hall Committee.

The Councillors considered the map and suggested that some areas of land might be privately owned rather than categorised as 'Natural / semi Natural Green Space'. The Clerk would forward the map to the owner of the land for their response and would reply to the review accordingly.

10. To consider a response to the Boundary Commission's consultation on the Parliamentary Boundary changes

It was reported that these boundary changes would affect a number of villages on the east and south sides of Bicester and that the proposal was to include them in the Henley and Thame Constituency rather than the Bicester and Banbury Constituency.

It was **RESOLVED** that David McCullagh would look into ways of keeping the village in the current constituency.

11. To consider a response to the Government consultation on the Government Finance Settlement 2017 to 2018

The Councillors **RESOLVED** to respond to the consultation with concern about the capping of larger parish and town councils and particularly in relation to the future proposal to cap smaller parish councils to 2% per annum.

12. To consider a response to CDC's review of the Street Trading Policy

The Councillors considered the policy and **RESOLVED** not to respond.

13. To consider attendance at Community First Oxfordshire's AGM on 27 October

David McCullagh agreed to attend.

14. To consider the membership of the Staffing Committee to discuss the Clerk's contract

The Councillors **RESOLVED** to agree to David McCullagh, Adrian Thwaites and John Fargin forming the Staffing Committee.

15. Parish Matters – to discuss where necessary

a. Village Groups – to receive an update

- i. **Neighbourly Support Group / Fringford Friends Drawdown sheet** – to consider a drawdown sheet to account for spending from the grant received from Volunteer LinkUp

The Councillors **RESOLVED** to agree to the sheet.

- ii. **History Group**

Adrian Thwaites reported that the next project for the History Group was to research the expansion of the village since 1900.

The History Trail leaflet was currently being completed and quotes for printing would be obtained in due course.

- b. Signs for the Green** – to confirm the purchase of permanent signs for the Green
The Councillors **RESOLVED** to agree to confirm the purchase of 30 oval signs from Signs Express at a cost of £8.65 each.

- c. Seat outside Churchyard** – to consider the purchase of a seat outside the entrance to the church
The Clerk had sent the villager enquiring about installing the seat, information in early September, as requested at the August meeting, about suppliers and styles of benches, but the ones suggested were not acceptable.

The Councillors **RESOLVED** to agree to Les Harris taking the scheme on as a personal project.

- d. Playground**

John Reader and the Clerk had met with a repair contractor who had quoted £1,200 for the remedial repair work. The Clerk had worked out that it would be possible to pay for the work using money already in the budget and the Playground Reserve.

However, Jan Maciejewski volunteered to look at the work required and to make a further estimate.

The contractor had informed John Reader that a playground of this type would realistically be expected to last about 15 years and it was almost 20 years old. With this in mind the Councillors **RESOLVED** to agree the formation of a working group to progress fundraising for a new playground. David McCullagh would approach villagers who might be prepared to head up such a group.

- e. Grass and Verge Cutting** – to consider requesting tenders for grass and verge cutting and to agree the areas

The Councillors **RESOLVED** to agree to the creation of a new map with all the areas which needed maintenance which could then be sent to contractors for quotations.

- f. Snow Clearance**

The Councillors **RESOLVED** to agree to Mr Wise continuing to clear the snow in the village at the special price for the village of £40 per hour plus VAT. The Clerk would write to confirm.

- g. Crosslands Shrubs**

The Clerk had obtained a quotation from the contractor for the usual shrub work, but was asked to check whether this would include the tidying up of the sycamore sapling which had grown again following the previous year's work.

David McCullagh agreed to look at the sapling and what was required.

16. 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 planning applications had been received.

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

No notices of decision had been received.

17. Correspondence Received – to note correspondence received not otherwise on the agenda where decisions are not required

The Councillors noted the correspondence received and discussed where necessary.

- a. **OCVA** – Pulse Newsletter (circulated by email)
- b. **Oxfordshire Clinical Commissioning Group** – consultation on proposals for changes to health services in Oxfordshire set to start end of December / beginning of January 2017 – closes 30 November (circulated by email)
- c. **Cllr Corkin** – re Healthwatch Oxfordshire (circulated by email)
- d. **South Central Ambulance Service** – re Patient Forum on 19 October (circulated by email)
- e. **Villager** – re Wise Crescent footpath. Followed up with the Highway Steward, but no action was deemed necessary at present and the Villager had been advised of this
- f. **OALC** – September update (circulated by email)
- g. **OCVA** – Pulse Newsletter (circulated by email)
- h. **South Central Ambulance Service** – re the creation of South Central Ambulance charity
- i. **Citizens Advice Bureau** – Annual Public Meeting on 20 October at 7pm at the Littlebury Hotel
- j. **A member of the public about the fireworks** – responded in consultation with Chairman of the Village Hall Committee that they were not going ahead this year
- k. **CDC** – re Community Governance Review and consideration of numbers of Councillors on the Parish Council – no response necessary

18. Reports from meetings

No meetings had been attended

19. 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 10 November 2016
- b. **CDC – Local Plan Part 2 update** – the Clerk reminded the meeting that Chris Thom from CDC had said he would attend a meeting prior to the November meeting to bring the Parish up-to-date on the Local Plan Part 2 progress.
- c. **Grit Bins** – the Clerk requested that the grit bins be checked and to let her know if any needed filling.

16. Date of next meeting

The Councillors **RESOLVED** to agree the date of Monday 21 November 2016 at 7.45pm

The meeting closed at 9.10pm

Signed Dated