

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

**Present:** Mick Cowland, John Fargin (Chairman), Les Harris, David McCullagh,  
John Reader, Adrian Thwaites  
**In attendance:** Three members of the public (one left 7.55pm), Jane Olds (Parish Clerk)  
**Apologies:** Jan Macijewski

**1. Apologies**

The Councillors **RESOLVED** to accept Jan Macijewski apologies.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Public Participation**

Three members of the public attended the meeting, two observed the meeting and one presented his planning application.

**4. Minutes of the Meeting held on 15 December 2014**

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. Speedwatch**

The Clerk had been in touch with Launton Parish Clerk about their speed indicator devices but had not received a response. However, she understood from Highways that these were funded by S106 money.

The Clerk also reported that the moratorium on 20mph speed limits had been lifted so it was possible to put these 20 zones into villages, however speed assessments / surveys would need to be undertaken. The speed surveys are undertaken by machines which are attached to posts such as telegraph or lamp posts for about a week and monitor the traffic both ways for speed and time of day. There is a cost of £100 (+ VAT) per survey. The Councillors were asked to think about how many they would like where the best location to place the survey machines would be.

The Clerk informed the meeting that Vehicle Activated Signs cost approximately £2,500 - £3,000 each for mains powered signs and that solar signs would be nearer £7,000 each.

John Fargin also reminded the meeting that the views of villagers will be sought in the CLP Questionnaire and that it might be better to wait until the results of the questionnaire are known before embarking on the project.

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

There were no reports.

**7. Finance**

**a. To receive the financial report**

As at 13 January the Accounts stood at:

Co-op Current Account	£3,656.82
Co-op Savings Account	£18,841.09

There was one outstanding cheque of £40. The Current account had received £45 in donations for the Village Voice / CLP and £0.39 in interest.

The Standing Order of £107.88 to pay the Clerk for the period of 1 to 31 December cleared on 2 January.

**b. To consider the financial reserves for 2015 /16**

The Clerk requested that this be deferred to the March Meeting when she will know the year end figures.

**c. To consider invoices for payment**

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

Payment to	Budget	Cheque Number	Amount
OALC Roles and Responsibilities Course for Jan Macijewski	Training	400071	£78.00

**d. Precept for 2015/16 – to receive the confirmation of the Tax Base and CTRS figures from CDC**

The Clerk had received confirmation that the CTRS Grant will remain at £617.09 and that the estimated Tax Base for the year would be 255.6 (from 254).

Taking the estimated Tax Base into consideration, the Band D rate annual increase will be £1.79 a total of £43.09.

Following confirmation of the figures, the Clerk would write to CDC to confirm the Precept Request of £11,014 which was decided at the December meeting.

**8. Meeting Dates and Summer Meeting Venue**

The Councillors **RESOLVED** to agree the following meeting dates for the year – all for the third Monday of the month with planning meetings to be convened as necessary.

20 April	19 October
18 May - Annual Parish Meeting 7.45pm with the Parish Council Meeting to follow	16 November
15 June	21 December
20 July	<b>2016</b>
17 August	18 January
21 September	15 February
	21 March

The Clerk reported that an alternative venue would need to be found for the summer meetings if the Village Hall project goes ahead. She had asked the school Headmistress if it would be possible to use the school and this has been agreed provisionally. The Clerk had also asked if the Church and Hethe Village Hall might be available as alternatives.

## 9. Boundary Commission

The Clerk had circulated the consultation document. The Councillors had no comments or objections to the proposed changes.

## 10. Standing Orders

The Clerk had circulated the draft Standing Orders prior to the meeting. The Councillors considered the Clerk's suggestions and **RESOLVED** to agree to the Standing Orders with the amendments as circulated.

## 11. Parish Matters

### a. Road across the Green

The Clerk had contacted the Contractor to ask him to apply weed killer to the verge, roll the soil to compact it, add a little more topsoil and re-seed. School and Playgroup have sent a further letter to all parents.

The Councillors considered whether to further investigate new signs and **RESOLVED** to leave the issue for the time being.

### b. War Memorial

The Clerk had been advised by the contractors that it would be better to do the straightening work before the cleaning and re-lettering and so they had agreed to wait to schedule in the work until the result of the National Heritage Lottery Fund application had been received at the end of February.

The Clerk would write to the interested villagers to let them know the current status.

### c. Village Pump

The Clerk had received two further quotations and presented them to the Councillors.

The Councillors **RESOLVED** to agree to Link's quotation of £1,500 to repair the structure to the specification previously drawn up and sent to all the contractors. The Clerk would write and confirm and write to the unsuccessful contractors.

### d. Lendrums Fair

Mrs Lendrum had written to ask if they could hold their annual fair on the Green from 2 – 9 August. The Councillors **RESOLVED** to agree this. The Clerk would write and confirm.

### e. Crosslands tree

The Councillors **RESOLVED** to agree to defer the discussion about the sapling until the next meeting when they had had an opportunity to look at what needed doing to it.

## 12. Community Led Plans

John Fargin reported that the next edition of the Village Voice had been published.

The Questionnaire is being printed and will be distributed next weekend. It will be hand delivered and collected and covers all the matters which the CLP group had gathered were important to the village.

The Councillors agreed that when the results were analysed that Tim Mustill (the CLP Chairman) would be invited to the Parish Council meeting to present the findings.

### 13. Village Hall Extension

#### a. To receive a progress report

John Fargin reported that a core project team had been proposed which comprises:

- Christina McCullagh - responsible for communication and logistics;
- Helen Fargin - responsible for project administration and finance;
- John Fargin - responsible for project management in conjunction with the architect and contractors
- The Clerk - responsible for the Parish Council budget and payments.

It was **RESOLVED** to appoint this group to work on the project on behalf of the Parish Council and the Village Hall Committee.

Provisional funding offers have been received by three landfill operators and several other bodies which, if confirmed, will enable the project to go ahead. The project is currently being registered by the funders with Entrust, the Regulatory Body for the Landfill Communities Fund.

Some initial planning has already started between the project team and the architects, but no building contracts have been confirmed. Quotations have been received from three different contractors and plans are underway to agree the key stages and dates to ensure the smooth running of the project and to enable for staged payments to be made. There will be a 10% retention which is normal architectural practice.

The proposed schedule will be for the project to take place in three phases. The first phase will ideally start at the beginning of June and will be to demolish the Chinnery Room and rear extension, but keeping the main hall open. Phase two will commence at the beginning of the school summer holidays when the main hall will be closed, as it has fewer regular users, and will include the repositioning of the toilets, kitchen and store room. The final phase will start at the beginning of the autumn term with the final works on the new building. It is hoped that the works will be complete by late autumn.

Two of the funding bodies, Viridor and WREN will be happy to pay the builders directly so there should not be a huge cash flow issue, but the Clerk was asked to find out about the possibility of short term loans to help should the need arise.

### 14. Planning Applications

It was **RESOLVED** that this item be moved to the beginning of the meeting to coincide with Public Participation.

#### 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. 14/02081/F, Mr and Mrs D Taylor, Waterloo Farm, Fringford Road, OX27 8RH, Proposed new highways access and associated parking.

The Councillors considered the application and had no comments or objections provided that OCC Highways was content with the access.

**b. To note Notices of Decision**

- i. 14/01926/F, Mr Stevens, 24 St Michael's Close, OX27 8DW, 'Erect two conservatorys to the rear of property'. Permission for development subject to conditions.

**15. Correspondence Received**

The Councillors noted the correspondence received and discussed where necessary.

- a. **OALC** – December Members' Update (circulated by email)
- b. **ORCC**- December update (circulated by email)
- c. **Donna Dow** (Cllr Barry Wood's PA) – invitation to a leaving dinner for Sir Tony Baldry to the Chairman
- d. **CDC** – additions to the Electoral Register
- e. **CDC** – re Parishes Housing Liaison Meeting and Green Homes Insulation Deal (circulated by email)
- f. **OCC** – re preparation for winter in Oxfordshire including posters
- g. **A villager** – re war memorial
- h. **Clerks and Councils Direct** (in circulation)
- i. **CDC** – re OALC being out of action because of the fire at SODC / Vale Council offices where their office was based. OALC hopes to get a limited office up and running shortly.

**16. Reports from meetings**

No meetings had been attended.

**17. 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 February
- b. **Neighbourhood Plan** – the question was raised as to whether this should be considered at a future meeting. It was decided to wait until the results of the CLP Questionnaire were available. However John Fargin reminded the meeting that the Parish was still waiting for a response to a letter sent in November asking about the new village categorisation and the implications which this would have on the village, particularly in relation to the description of minor development.
- c. **Emergency Planning** – in the light of the fire in south Oxfordshire which affected the surrounding area and emergency plan procedures which would have been put into action the Clerk asked whether this should go on the next agenda. The Councillors agreed and asked for a copy of another village's plan for information.

**16. Date of next meeting**

The Councillors **RESOLVED** to agree the date of Monday 16 February 2015 at 7.45pm.

The meeting closed at 9.15pm

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