

**Minutes of the Parish Council Meeting of Fringford Parish Council, held on
Monday 18 June 2012, in the Chinnery Room of Fringford Village Hall**

Present: Mick Cowland, John Fargin, Les Harris, David McCullagh (Chairman),
John Reader, Roger Williams

In attendance: Mr Culshaw (3 The Manor), Jane Olds (Parish Clerk)

Apologies: Adrian Thwaites

1. Welcome

David McCullagh welcomed everyone to the meeting.

2. Apologies

Apologies were received and accepted from Adrian Thwaites.

3. Declarations of Interests

There were no declarations of interest.

4. Public Participation

Mr Culshaw attended in order to present the planning application on behalf of Ms Putt, 3 The Manor, Fringford. This was a re-presentation of a previous application with the inclusion of a self-cleaning glass roof because the Planners were concerned about the effect a TPO Lime tree would have on the proposed extension.

Mr Culshaw departed having spoken on the plans.

5. Minutes of the Meeting held on 21 May 2012

It was **RESOLVED** that these be accepted as a true copy and signed by the Chair.

6. Matters Arising from the Minutes

a. Clerk Job Description and Contract

The Clerk will finalise the job description and contract and put on the Agenda for July.

b. Grass verges on the Green

The Clerk has not had an opportunity to look into this, but hopes to be able to in the next couple of months.

7. Code of Conduct

a. The Code of Conduct for Councillors had been circulated. The Councillors **RESOLVED** that the Code of Conduct adopted by Cherwell District Council be adopted as the code for members and co-opted members of Fringford Parish Council with effect from 1 July 2012 to replace the current Code of Conduct.

b. The Councillors **RESOLVED** to ask the Clerk to notify the Monitoring Officer of Cherwell District Council of the passing of the above resolution.

8. Report from District and County Councillors

No District or County Councillors attended the meeting.

9. Clerk CiLCA Qualification

The Clerk had been given the opportunity to enrol on a SLCC course to study for the Certificate in Local Council Administration and asked the Council to sponsor her in a proportion of this. The Course total is £372 and the Clerk’s manual is £47. The Clerk suggested that the Parish pay proportionally based on the number of hours worked for each Council she works for per year. The total for the Parish to pay would be £95.56 which includes a contribution towards the purchase of the Clerk’s Manual (£84.84 excluding Manual).

The Parish would also be able to apply for a 50% bursary from the National Association of Local Councils to the maximum of £100 which would be paid directly into the Council’s bank account – amount applied for £42.42. This would mean that the total cost to the Council would be £53.14.

The Councillors **RESOLVED** to approve the Clerk’s application for her course and to pay for it when necessary. David McCullagh signed the Bursary application form.

10. Finance

a. To Consider the Accounts for 2011/12

The Accounts had been completed and circulated together with the Statement of Variance which will be sent to the External Auditors. The Councillors **RESOLVED** to accept the accounts.

The Clerk will arrange to have the books audited by Jane Markham shortly.

b. To Complete the External Audit Questionnaire

The Councillors assisted the Clerk in the completion of the external auditor’s (BDO) questionnaire. The Councillors **RESOLVED** to approve the Accounting Statement and the Annual Governance statement. David McCullagh signed the forms.

c. To Receive the Financial Report

As at 31 May 2012, the Community Account stood at £3,287.22 with a total of £320.45 of unpresented cheques; and the Business Saver Account stood at £13,854.62.

d. Banking

The new cheque book has been received. The Clerk will complete the Change of Correspondence Address form and take it to the bank.

e. The Clerk presented a revised budget for the year 2012/13. The Councillors requested that a sum for Legal Fees for the Cricket Ground be included.

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

Payment to	Cheque Number	Amount
Tree Solutions for removing the broken top of a wind damaged silver birch from Crosslands	100601	£30.00

11. Parish Matters

a. Cricket Pitch

As a Trustee of Fringford Village Trust (FVT) Roger Williams met with representatives of Viridor on Tuesday 12 June at the cricket pitch to discuss the grant application. This will be for £30,000 with the remaining £15,000 coming as a loan from Cherwell District Council with a nominal rate of interest.

John Bacon has submitted the final papers to the ECB for their grant application so which ever grant is awarded, the cricket pitch is secure.

It is likely that the Viridor application will be granted. However, Roger Williams explained to them (Viridor) that the Cricket Club has applied for other grants and are raising funds through many events. The Viridor application is/was a backup funding source as voted by the FVCT in case the Cricket Clubs' ECB grant fails. If the ECB grant is successful, which the cricket club state it has been, then the Viridor grant can be declined if appropriate.

It was suggested that FVT announces that the funding has been obtained before the Ball on Saturday 23 June. David McCullagh will discuss the suggestion with Stuart Montgomery as soon as possible.

The Councillors thanked the Trustees of FVT for all their efforts in securing the pitch.

b. Re-siting of Glass Waste Bins

The glass bins have to be moved from the Butchers' Arms Car Park. After discussion, the Councillors **RESOLVED** that there was nowhere else safe for the bins to be sited and asked the Clerk to inform Cherwell District Council.

c. Temporary Road Closure

The Councillors **NOTED** correspondence from OCC regarding a Notice of Temporary Traffic Order. The Stoke Lyne and Fringford – Stratton Audley Road will be closed from 16 July for approximately 10 days.

12. Planning Applications

The Councillors noted the following Notices of Decision.

- a. **Application No. 12/00344/F 2** The Manor, Fringford – Permission granted
- b. **Application No. 12/00382/F** Land and Building at Glebe Court, Stoke Lyne Road – Permission refused
- c. **Application no 08/02495/F** The Clerk had received notification from CDC that Mr Mike Corker at Willow Bank Farm, Fritwell Road, Fewcott is appealing to the Secretary of State against planning decision reference Variation of Condition 21 of APP/C3105/A/09/2116152. All additional comments should be made to the Planning Inspectorate, 3/10 Kite Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN quoting the appeal reference number.

The following application was discussed at the meeting and distributed for further comment:

- d. **Application No. 12/00800/F 3** The Manor, Fringford, Ms T Putt

13. Correspondence Received

The Clerk notified the Councillors of a number of items of correspondence.

- a. Notification of Volunteer Connect, the new community transport organisation. The Clerk circulated leaflets and has posted one on the noticeboard. The Councillors **RESOLVED** to ask the Clerk to inform the Parish Magazine and the Darby and Joan Club.
- b. OALC notified the Council of their AGM on 25 June. The Clerk hopes to attend.
- c. OALC Members' Update
- d. CDC regarding Cherwell Housing Strategy 2012-17

14. Any Other Business

John Reader asked about ownership of the stile in Bull Field to Hethe and wanted to know who had responsibility for it. The Clerk will look into this and report at the next meeting.

15. Date of next meeting

Monday 16 July at 7.45pm

The meeting closed at 8.50pm

Signed Dated