

**Minutes of the Meeting of Fringford Parish Council, held on
Monday 16 March 2015, in the Chinnery Room of Fringford Village Hall at 7.45pm**

- Present:** John Fargin (Chairman), Les Harris, Jan Macijewski, David McCullagh,
John Reader
- In attendance:** Three members of the public, (one of whom attended from 7.50 to 8pm),
Jane Olds (Parish Clerk)
- Apologies:** Mick Cowland, Adrian Thwaites

1. Apologies

The Councillors **RESOLVED** to accept Mick Cowland's and Adrian Thwaites' apologies.

2. Declarations of Interest

There were no declarations of interest.

3. Public Participation

Three members of the public attended the meeting.

The Councillors were notified by two members of the public that two planning decisions had not been included in previous minutes; that of the appeal for the shed in Rosemary (reference 14/00918/F) and that of the development at Puratos (reference 14/01530/F). The Clerk would investigate why she had not received these two notifications and would report to the next meeting.

One member of the public wished to raise the siting of the War Memorial. He requested that before the work to straighten the War Memorial was undertaken, thought be given to whether it might be possible to move it to the centre of the village in a non-denominational position. It was suggested that he canvass opinion as to whether this was widely welcomed by villagers and to think about an alternative location.

4. Minutes of the Meeting held on 16 February and the additional meeting held on 2 March 2015

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. Standing Orders

The Clerk reported that she had spoken to the Elections Department at CDC about the model standing orders on their website and they have confirmed that they are out of date and will be removed. The Elections Portal on the website will be revised after 7 May.

The Clerk recommended the Councillors read two documents which she would circulate: the OALC document 'Excluding the public and news media from meetings' and the DCLG document 'Open and accountable local government – A guide for the press and public on attending and reporting meetings of local government'.

6. Report from District and County Councillors

There were no reports.

7. Finance

a. To receive the financial report

As at 11 March the Accounts stood at:

Co-op Current Account	£2,891.07
Co-op Savings Account	£18,841.09

There were no outstanding cheques. The Current Account had received £30 in donations for the Village Voice / CLP and £0.34 in interest.

The Standing Order of £110.25 to pay the Clerk for the period of 1 to 28 February cleared on 2 March.

The Clerk reported that there was more in the accounts than anticipated because the War Memorial, subscriptions, snow clearance and church clock maintenance have not been paid in this financial year.

The Councillors **RESOLVED** to agree to transferring the unspent budgets for the subscriptions, the church clock maintenance and the donations received for the pump restoration to the next financial year.

b. To consider the financial reserves for 2015 / 16

The Councillors **RESOLVED** to agree to the following reserves being included in the updated policy.

3 months' running costs	£2,500.00
Crosslands	£1,000.00
Election Expenses	£1,600.00
Village Hall	£1,000.00
Play Area	£500.00
General Fund	£1,775.00
Thatch on Pump	£120.00
Road across the Green	£1,500.00
War Memorial (funds carried forward from 2014/15)	£2,534.00
Bancroft Field Stile	£400.00
Community Led Plan (Village Voice donations)	£582.03

c. To consider invoices for payment

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

Cheque no:	Payee and reason	Budget	Amount
400073	Cherwell District Council for dog bin emptying	Dog bin emptying	£174.35
400074	Fringford Village Hall – Insurance Grant	Village Hall Insurance Grant	£600.00
400075	Society of Local Council Clerks – Subscription	Subscriptions	£30.78

400076	JMC Olds for admin expenses (printing £55.23, postage £11.87)	Admin costs	£67.10
400076	JMC Olds for mileage expenses	Mileage expenses	£39.41
400077	ORCC Subscription	Subscriptions	£50.00

The following cheque was issued on 2 March for the printing of the CLP Questionnaire

Cheque no:	Payee and reason	Budget	Amount
400072	Vale Press Ltd for CLP Questionnaire	Community Led Plan	£518.00

8. Emergency Planning

The Councillors **RESOLVED** to agree to look into producing an Emergency Plan following circulation of the documentation.

9. Parish Matters

a. War Memorial

Mr Fargin had announced at the meeting on 2 March that the application to the National Heritage Lottery Fund had been successful. However, to receive the funding, all parts of the project, both the straightening of the memorial and the education project must be completed.

A number of documents will need to be submitted in order to receive the funding. One document requested was a proof of ownership, but this has proved difficult to find; it is suspected that the memorial was paid for by public subscription and larger donations, but there is no documentary evidence of this. Mr Fargin would ask the NHLF for advice.

The Councillors **RESOLVED** to agree to David McCullagh reading and checking the funding agreement.

The Councillors wished to express their gratitude to Kevin Tobin for his hard work and perseverance in progressing this project. The Parish Council is also grateful for Mr Tobin’s commitment to progressing the research and presentation of First World War information within the village and in the new Village hall history wing.

b. Village Pump

The Clerk had been in contact with the contractors who have said that the work would commence shortly.

c. Crosslands tree

David McCullagh and Adrian Thwaites would discuss the best course of action and bring their solution to the next meeting.

d. Village Website

The Councillors **RESOLVED** to agree to the Parish Council paying for the hosting and domain name for the new village website which is being re-designed by Navitas Design

as their contribution to the village. The Councillors wished to thank Peter Silver for his great contribution to the village for the previous site.

e. Village Spring Clean

The Spring Clean had been arranged for Saturday 18 April at 10am meeting outside the village hall. The Clerk has ordered the equipment requested and the date has been included in the March edition of the *Village Voice*.

10. Community Led Plans

Mr Fargin reported that there will be a feedback meeting on Saturday 28 March starting at 10.30am for coffee and croissants with the presentation at 11am. The CLP Group will then write up the proposed plan. A flyer has been included in the *Village Voice*.

11. Village Hall Extension

a. To receive a progress report

Mr Fargin reported that they were due to sign the contracts shortly, but unfortunately, the timber frame provider had gone into Administration. The architect was therefore sourcing a new company which could provide a frame for a similar price. This has slowed down the signing of the contracts.

12. 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 applications had been received.

However, the Clerk had received notification that 14/01953/F Glebe Leisure, erection of a permanent Warden's dwelling – resubmission of 14/00698/F at Glebe Lakes Caravan Park would be discussed at CDC's Planning Committee on Thursday 19 March. The Councillors **RESOLVED** that they would not make representation at the meeting.

b. To note Notices of Decision

14/02081/F, Mr and Mrs D Taylor, Waterloo Farm, Proposed new highways access; permission for development subject to conditions.

13. Correspondence Received

The Councillors noted the correspondence received and discussed where necessary.

a. OALC – February update which included a link to their Good Practice Note about *excluding the public and news media from meetings* – mentioned above and circulated.

b. CDC – Report of the Parish Remuneration Panel. For display and then discussion at a future meeting.

c. Bicester and Kidlington Ramblers – re Bancroft Field stile / kissing gate. The Clerk has chased it up with the Diocesan Land Agent and is awaiting a reply.

d. Bicester and Kidlington Ramblers and Winslow Ramblers – whilst in discussion with the ramblers the Clerk the opportunity to mention about the car parking around the Green and the complaints and suggested that they might like to book the village hall in future as this would give them a good base, a loo and tea / coffee making facilities.

e. CDC re Electoral Register - revised

f. Clean Slate – requesting financial assistance

g. Clerks and Councils Direct (circulated)

h. Oxford Edens – outlining their gardening work

- i. **A prospective villager** - requesting information about the impact of HS2 on the village
- j. **A villager** – re asking whether they needed permission to remove the leylandii tree by the post box on Church Close. The Clerk had checked with OCC Arboricultural team and as it is private land there is no problem as far as they are concerned.
- k. **Shelswell WI** – re PC Caroline Brown’s talk to them which covered a blanket cover against door to door traders in Finmere; the Clerk has asked Caroline Brown for the details of Finmere’s project.
- l. **HMRC** – re confirmation of UB number for VAT reclaim
- m. **OCC Highways** – re TTRO notice about the closure of the left turn from Southwold Lane into Fringford Road for four weeks from 23 March. The Clerk has notified school and playgroup and let the Webmaster know.
- n. **Bicester Traffic Action Group** – requesting completion of a traffic survey for Bicester and the surrounding villages.
- o. **OCC** – re confirmation of Clerk contact details

14. Reports from meetings

No meetings had been attended.

15. 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 9 April
- b. **Bare earth by BT Cabinet** – the Clerk had been asked to find out about the bare earth left following the BT work at the new cabinet. The Clerk had emailed OCC and they will be taking it up with BT.
- c. **Caravan on the edge of the Green.** The Clerk would check the legal situation of parking vehicles on the Green and one of the Councillors would have a chat with the owner.
- d. **School drop off / collection.** It was suggested that school might be able to open the back gate to encourage parents and children to walk into school from the cricket pitch.

16. Date of next meeting

The Councillors **RESOLVED** to agree the date of Monday 20 April 2015 at 7.45pm.

The meeting closed at 8.55pm

Signed Dated