

Minutes of the Parish Council Meeting of Fringford Parish Council, held on Monday 20 May 2013, in the Chinnery Room of Fringford Village Hall at 8.30pm

Present: Mick Cowland, John Fargin (Chairman), Les Harris, David McCullagh, John Reader, Adrian Thwaites
In attendance: Mr J Heathfield, Jane Olds (Parish Clerk)
Apologies: None

1. Election of Chairman for year 2013/14

Mr John Fargin was nominated as Chairman by David McCullagh, seconded by Mick Cowland and unanimously agreed. Mr Fargin accepted and signed the Acceptance of Office form.

2. Apologies

None were received

3. To elect the Vice Chairman for the year 2013/14

Mr Roger Williams was nominated by John Fargin and seconded by Mick Cowland. Mr Fargin would contact Mr Williams and ask if he was prepared to stand. This would be confirmed at the June Meeting.

4. Declarations of Interests

John Fargin declared an interest in the planning application reference 13/00495/F, Mr and Mrs Heathfield, 9 Manor Road.

5. Appointment of Responsible Financial Officer for the year 2013/14

The Councillors **RESOLVED** to appoint Mrs Jane Olds, Parish Clerk, as Responsible Financial Officer.

6. Appointment of Internal Auditor for year 2013/14

The Councillors **RESOLVED** to appoint Mr Clive Morton as Internal Auditor.

7. Public Participation

Mr Heathfield attended the meeting in order to brief the Council on his planning application.

8. Minutes of the Meeting held on 15 April 2013

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

9. Matters Arising from the Minutes

- a. Road across the Green.** John Fargin, Roger Williams and the Clerk met Cliff Monger and Louise Wilson from OCC Highways to discuss the options. It was a helpful meeting. They looked at several different options:
- i.** Grasscrete;
 - ii.** a plastic form of 'Grasscrete';
 - iii.** excavating the verge, putting curb stones along the edge and infilling with type 1 and finishing with gravel;
 - iv.** moving the problem by erecting posts and a chain so that it was not possible to park on the green;

- v. building the level of the grass up into a bank at the verge so it was difficult to park on;
- vi. contacting OCC education and school and working with the two organisations to encourage road sense;
- vii. asking school and OCC if it would be possible to turn part of the school grounds nearest the playground into an additional car park;

The Councillors considered the options and discounted point iv and v. The next actions would be for the Clerk and John Fargin to meet with the Headmistress of school to discuss the latter two options and to look further into the grasscrete / plastic grasscrete options.

The Councillors were concerned about getting the job done properly rather than making too hasty a conclusion.

- b. **Playground.** The swing seats and the playbark have arrived. The Council would like to record thanks to John and Carol Reader for putting down the bark and installing the swing seats.
- c. **Bull Field Stile.** The Clerk has heard from the Agent for the Oxford Diocesan Board of Finance. The Councillors **RESOLVED** to accept the terms of the Agent's letter and asked the Clerk to confirm with OCC Footpaths about the price of the stile and who would be responsible for installing it.
- d. **Community Broadband.** The Clerk has registered an interest on the OCC website, but neither she nor Simon Biltcliffe have heard from them.

10. Report from District and County Councillors

No Councillors attended.

11. Finance

a. To Receive the Financial Report for the year end and receive the Statement of Accounts

The books have now been audited by Mr Morton. All was in order and he did not have any comments to make.

The Balance in the Current Account at the Year end was £2,665.60 and there were six cheques outstanding amounting to £780.16; after the cheques cleared the balance was £1,885.44.

The cheque for £7,000 (£6,000 from the Savings Account and £1,000 from the Current Account) has been paid into the Co-op Current account and the first tranche of the Precept (£5,357.46) has been paid into the Co-op Savings Account. The Precept is more than applied for (£10,000) because the Parish has been given the CTRS grant allocation of £714.91, so the total Precept this year will be £10,714.91.

There is still one cheque for £133.07 outstanding from last year's accounts.

The current balances stand at

Barclays Community Account	£1,151.58
Business Saver Account	£6,156.81
Co-op Current Account	£7,000.00
Co-op Savings Account	£5,357.46

The Clerk recommended that once the Co-op account is working satisfactorily and once all the cheques have cleared the Barclays account, that the balance is transferred from the Barclays Account to the Co-op Account.

Les Harris reminded the Clerk that the Parish’s Deeds were stored at Barclays and that a new repository would need to be sought.

The Clerk presented the Council with the Statement of Accounts. The Councillors **RESOLVED** to accept the Statement of Accounts for the year 2012/13.

The donation to the village summer holiday club last year had been questioned by a villager at the Annual Parish Meeting earlier in the evening. Following a discussion with the Chairman of the Village Hall Committee, this would be looked into and reported on in due course.

b. To complete the External Audit Questionnaire

The Councillors assisted the Clerk in the completion of the External Auditor’s questionnaire. The Councillors **RESOLVED** to approve the Accounting Statements and the Annual Governance Statement. John Fargin signed the forms.

c. To consider updating the Asset Register.

Nothing new had been purchased to add to the Register.

d. To consider the Insurance Renewal.

The Clerk had received three quotations for the renewal of the insurance from:

AON for £677.68

Came & Company for £474.38 or £450.66 per year for a three-year binding agreement

Zurich Municipal for £405.00 for the year or £387.09 per year for a three-year binding agreement.

The Councillors considered the quotations and **RESOLVED** to agree to accept Zurich Municipal’s quotation with the three-year binding agreement at £387.09 per year.

e. To consider invoices for payment

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

Payment to	Cheque Number	Amount
MJ Giddings Farm Produce Ltd for playgrade chip	400001	£194.80
Sutcliffe Play for 2 x swing seats	400002	£89.76
Green Scythe Ltd for grass cutting	400003	£254.64
Clive Morton Associates for internal audit	400004	£150.00
Zurich Municipal for Insurance Renewal	400005	£387.09

12. Parish Matters

a. Guttering on Prentice's Yard

The Clerk had received a letter from the owner saying that they were doing as much as they could.

OCC Footpaths officer is prepared to have a look at the situation if necessary.

13. Community Led Plans

The Councillors **RESOLVED** to postpone the discussion until the June meeting due to time constraints.

14. Planning Applications

a. To consider recent Applications

13/00495/F, Mr and Mrs Heathfield, 9 Manor Road, OX27 8DH; Garden shed and car pull-in. The Councillors considered the plans and had no objections.

b. To note Notices of Decision

No notices of decision had been received.

c. To receive a report regarding Rosemary.

The Clerk had received the Notice of Withdrawal of Planning Application for the Variation of Condition 2 of 11/01160/F. The owners and their agents had had discussions with CDC Planning and their surveyors and have now accepted the issues surrounding the building line. They will work with CDC to amend the plans and get the buildings to an acceptable line.

15. Correspondence Received

a. Buckingham and River Ouzel Internal Drainage Board – Watercourse Maintenance Programme for 2013/14 in Fringford

b. Telephone call from owner of the pony which grazes on the Green.

Following the grass cutting the previous week the pony's tether had disappeared. Green Scythe had no knowledge of it being there at the time and expressed concern about it being left there as it might damage their equipment or someone crossing or playing on the Green. The Councillors **RESOLVED** to ask the Clerk to look into the matter further and find out the rules regarding grazing on common land.

c. Clerks and Councils Direct

d. Community Governance Review from CDC regarding the boundary changes for Bicester.

The Clerk would circulate the information and would need any comments by 12 June.

e. Email correspondence from Mr S Biltcliffe regarding the sewage works near his home.

16. Reports from meetings

There were no meetings to report.

17. Any Other Business

Parishes Liaison Meeting – the next meeting at CDC is in the evening of Wednesday 12 June.
SLCC Branch Meeting – the next meeting is at Blenheim Palace on Tuesday 18 June from 10am.

The Councillors made a unanimous vote of thanks to David McCullagh for his chairmanship over the last 18 months.

18. Date of next meeting

Monday 17 June 2013 at 7.45pm.

The meeting closed at 9.30pm

Signed Dated