

**Minutes of the Meeting of Fringford Parish Council, held on
Monday 21 December 2015, in the Chinnery Room of Fringford Village Hall at 8.10pm
following carol singing round the Christmas Tree**

Present: Mick Cowland, John Fargin (Chairman), Jan Maciejewski, David McCullagh, John Reader (arrived 8.55pm), Adrian Thwaites
In attendance: 2 members of the public (1 left 8.25pm), Tim Mustill (Chairman Fringford CLP group) (left 9pm), Jane Olds (Parish Clerk)
Apologies: Les Harris

1. Apologies

The Council accepted Mr Harris' apologies

2. Declarations of Interest

There were no Declarations of Interest.

3. Public Participation

Two members of the public attended the meeting. One to discuss item 9d, Car Parking on Rectory Lane. The Councillors **RESOLVED** to bring the item forward to discuss with the villager.

Item 9.d Car parking on Rectory Lane – to consider the best course of action regarding inconsiderate parking

The Clerk and Chairman had received a number of comments, both written and verbal, from several residents about the car parking on the Lane.

A general problem exists along most of the length of the Lane where many cars are often parked in the narrow sections, opposite each other or on an angle with wheels projecting making passing very difficult. One resident's car has been damaged recently.

The villager attending the meeting had written to the Parish Council but the letter was yet to be received by the Clerk.

The Villager had tried working independently and had been in touch with the Police, CDC and other agencies but without success. The villager had hoped to appeal to vehicle owners' community spirit, but this has not been forthcoming.

There is one van which is regularly parked on the road at a pinch point and other cars which are sometimes parked inconsiderately. Concern was raised about access to the bottom of the lane, particularly for the larger emergency services vehicles and the dustbin lorry.

The dustbin lorry has now stopped trying to get past the van and reverses the whole way down Rectory Lane stopping just before the van with the refuse collectors having to pull the bins up to the lorry. Residents then often have to collect their bins from halfway up the Lane.

A further concern is that the verge, which was once more than a metre wide, is being eroded (it is now less than half this) because of all the vehicles which have to drive over it. This in turn is having a detrimental impact on the foundations of the adjacent wall.

The Councillors **RESOLVED** to agree to the Clerk writing to all the villagers who live on Rectory Lane early in the New Year and to contacting Highways to discuss the possibility of the implementation of double yellow lines.

No other issues were raised. The Villager left the meeting at 8.25pm

4. Community Led Plan

The Councillors **RESOLVED** to agree to bring Item 7 on the agenda forward to the beginning of the meeting.

The draft of the Fringford Village Plan had been circulated to the Councillors. The Chairman of the FVP, Mr Mustill, emphasised that it was only a draft at this stage; it will be properly laid out with suitable pictures and printed by the same company who printed the questionnaire.

Mr Mustill acknowledged that it had taken longer than anticipated to put the plan together, but it could not have been done without the team comprising himself, John Fargin, Terry O’Sullivan, Karen Davies, Philip Moon and Peter Silver who had all been involved from the beginning.

The draft plan is out for consultation for two weeks with comments needing to be returned by Friday 8 January in order that it can be finalised and printed ready for a meeting on Saturday 16 January. It has been circulated to CDC and OCC. It was agreed to send it to Councillors Wood and Fulljames for information.

A discussion took place about various items within the draft. The Councillors wished to thank and congratulate Mr Mustill and the team on the full and interesting report.

The meeting was reminded that whilst the Parish Council has the powers to do things, it is also a voluntary group with limited resources and time. Whilst a number of the actions could fall to the Parish Council in the longer term, it was important that others within the village take on the feasibility studies and discussion to decide whether the village as a whole would like to follow up on the actions. Once sufficient interest and momentum had been gained, the Parish Council would be able to help take things forward.

The Parish Council thanked Mr Mustill and the team for all their work.

Mr Mustill left the meeting at 9pm.

5. Minutes of the Parish Council Meeting held on 16 November 2015

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

6. Update on progress from the Minutes

a. Pump housing supports

Mr Maciejewski had filled in the cracks to stop the ingress of water into the beams.

b. Car Parking on the Green

The Councillors **RESOLVED** to bring forward item 9c to discuss the issue further.

Mr Fargin and the Clerk had met with the school Head, Mr Pastore, and he had written a good piece in the November school newsletter about not parking on the Green which would also be included in the next edition of the Village Voice, put on the Village Hall Facebook page and put on the village website. Whilst the article has done some good, there are still a significant number of parents who park on the Green; a number of parents, when asked, were not aware of the letter.

Some parents have claimed that they have a right to park on the Green and it was agreed that the Parish Council would ask Mr Pastore to ensure that Parents were informed of the correct legal position which is that the Green is privately owned and that the responsibility for its governance is formally with the Parish Council and that written permission is required by any party to drive or park on it.

It was suggested that the Clerk also ask the Head if a member of the Parish Council could attend a school Governor's meeting to discuss the issue.

The Clerk had obtained a quotation for A3 laminated signs. 10 x black and white signs would cost £28.00. The Councillors **RESOLVED** to agree to the purchase of 20 signs which would be mounted on 1" square timber posts (to be obtained by Mr Fargin) and erected on Sunday 3 January.

c. Christmas Tree

The Christmas Tree had been delivered and thanks go to Mr McCullagh and Mr Cheney for installation.

d. Dog bin on the Hethe Road

The dog bin had been delivered. Thanks go to Mr Maciejewski for installation. The Clerk would inform CDC.

e. Website Policy

The Clerk had published the policy on the website.

7. Report from District and County Councillors

No Councillors attended the meeting.

8. Finance

a. To receive the monthly financial report

As at 14 December the Accounts stood at:

Co-op Current Account	£20,842.78
Co-op Savings Account	£8,791.95

The Current Account had received a total of £127.50 in donations to the Village Voice, £0.14 in interest and £17,117.68 for three VAT Reclaims (currently up-to-date) with a further claim due to be made in mid-January for the November/ December payments.

There were no outstanding cheques.

The Standing Order of £110.25 to pay the Clerk for the period of 1 to 30 November cleared on 1 December.

b. To consider invoices for payment

The Councillors **RESOLVED** to approve the following invoices for payment with the proviso that Mr Maciejewski check the War Memorial prior to the posting of the cheque:

Cheque no:	Payee and reason	Budget	Amount
400102	Earth Anchors for dog bin on Hethe Road	Village upkeep	£215.94
400103	R B Howson for supply and delivery of 13' Christmas Tree	Christmas Tree	£114.00
400104	PWC Building Control Services Ltd for Building Regulations Plan and Inspection fees	Village Hall Extension PC	£768.00
400105	Underwood and Weston Ltd; interim payment of half the quotation for restoration works	War Memorial	£5,076.00

c. To note the Village Hall Extension Project payments and receipts

The WREN claim amounting to £42,243.80 was received on 16 November and Link invoice numbers 1645 and 1646 were paid on 17 and 18 November. The Invoices were authorised for payment at the November meeting.

A final funding claim to Opes/Grantscape was made on 19 November for £620.00 and received on 30 November to cover the Link Invoice number 1651 'Half of 5% retention as shown on invoices 1623 and 1637' which was paid on 1 December.

A further claim to WREN was made on 19 November for £873.35 and is awaiting receipt. The signatories have authorised Link Invoice number 1650 to be paid once the funding has been received.

As agreed at the Parish Council meeting in August (Minute reference 12.b.) further Link invoices have been submitted and agreed to be paid for (these had not cleared the account at the time of reconciliation):

Invoice 1666: Extra depth of footings and corner footings and rebuild	£1,798.00
Invoice 1667: Supply and fit insulation to main hall and finishings to main hall	£4,640.00
Invoice 1668: Supply and fit of additional electrical equipment	£607.00

d. To consider the procurement of external audit for smaller authorities

Following the abolition of the Audit Commission, Parish Councils have been given the ability to opt out of the formal external audit process.

If the Parish chooses to opt out of the process it will need to make its own arrangements which will include establishing an Auditor Panel, having to follow the statutory appointment process set out in regulations, appoint an auditor by December 2016 and provide the details to the Smaller Authority Board.

If the Parish chooses not to opt out, an auditor will be appointed for the Parish in a similar way to what currently happens.

The Councillors **RESOLVED** not to opt out.

9. Parish Matters

a. War Memorial – to receive an update for information

The Memorial work is well on the way to completion. A load of concrete was due to be poured on Thursday 17 December. The workman had discovered and strengthened a crack in the plinth which was likely to get worse if not attended to. The re-lettering will take place once the structural work has been completed.

b. Lendrums Amusements – to consider agreeing to the fun fair on the Green from 31 July to 7 August

The Councillors **RESOLVED** to agree to the fair. The Clerk would write to Mrs Lendrum.

c. Car Parking on the Green – to consider the purchase of temporary notices

This was discussed earlier in the meeting.

d. Car Parking on Rectory Lane – to consider the best course of action regarding inconsiderate parking

This was discussed earlier in the meeting.

10. Village Hall Extension Project – to receive a progress report for information

No status report had been written as the project is now practically completed. A small number of invoices are awaiting clearance.

The Launch Party on Saturday 28 November was a great success with 70 villagers attending. The Village Hall Committee is very grateful to *FreshDirect* who provided the delicious food. It is hoped that it will have made £1,200 for the Village Hall funds.

11. 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.

b. To note Notices of Decision

No notices of decision had been received.

12. Correspondence Received

The Councillors noted the correspondence received and discussed where necessary.

a. Clerks and Councils Direct

b. **Lord-Lieutenant of Oxfordshire** – re HM the Queen’s 90th Birthday celebrations, June 2016

c. **High Sheriff of Oxfordshire’s awards** – letter requesting nominations by 15 January

d. **OALC** – November update (circulated by email)

e. **CDC** – re Development Management Workshop (alternative date) which was then cancelled

f. **CDC** – letter re Parish Precept and New Homes Bonus

g. **OALC** – re 2016 Training programme

January 27th End of Year processes – are you ready and organised? Kim Bedford

February 10th Meeting Internal Audit Requirements – Internal Audit team South and Vale District Councils

March 2nd Roles and Responsibilities for new councillors – Liz Howlett, solicitor

March 10th VAT for larger councils – Steve Parkinson, SLCC

April 20th Employment – everything you need to know from recruitment to dismissal – Bethan Osborne

May 18th Freedom of Information, Data Protection - – Liz Howlett, solicitor

June 29th The Clerk’s Year – Dominic Stapleton

July 13th Chairmanship – Liz Howlett, solicitor

September 21st Finance for parish councils - Steve Parkinson, SLCC

October 5th Roles and Responsibilities for new councillors - Liz Howlett, solicitor

November date tba Planning

December 7th Employment briefing - Bethan Osborne

h. **CDC** – re Spring Clean 19 February to 7 March (to be circulated)

i. **OALC** – December update (circulated by email)

j. **Victoria Prentis** – Christmas card

13. Reports from meetings

a. Bicester Villages Group

Mr Fargin and the Clerk attended the meeting at the Lion in Wendlebury. Villages represented including Caversfield, Chesterton, Launton, Fringford and Bucknell. Members of staff from CDC and OCC attended together with Councillor Barry Wood.

There was an update on the Local Plan and how the consultation for Part 2 would be implemented. This covers employment and housing on smaller sites (usually rural and usually under 100 dwellings) and will go into greater detail than LP1.

The South East Perimeter Road consultation (which can be found at <https://consultations.oxfordshire.gov.uk/consult.ti/PerimeterRoadBicester/consultationHome>) was also presented and discussed. There are three options and all are encouraged to respond.

There was also an update on the Garden Town status. A number of studies have been undertaken including the refreshing of the vision for Bicester which was created in 2010, and studies by external bodies such as Thames Water to ensure the infrastructure is sufficient for the proposed growth and SSE to provide a new substation which can take the amount of energy generated by the PV panels installed around the town.

The next meeting will be at the Village Hall in Fringford in the spring.

14. 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 7 January 2016

16. Date of next meeting

The Councillors **RESOLVED** to agree the date of Monday 18 January 2016 at 7.45pm in the Chinnery Room of the Village Hall.

The meeting closed at 9.35pm

Signed Dated