

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

- Present:** John Fargin (Chairman), Les Harris, Jan Maciejewski, David McCullagh, Adrian Thwaites
- In attendance:** 7 members of the public, Jon Westerman (Cherwell District Council), Jane Olds (Parish Clerk)
- Apologies:** Mick Cowland and John Reader

Before the meeting began the Chairman proposed a 1 minute silence for the atrocities in Paris which had taken place the previous Friday.

**1. Apologies**

The Council accepted Mr Cowland's apologies and Mr Reader's (due to ill health) apologies

**2. Declarations of Interest**

There were no Declarations of Interest.

**3. Public Participation**

Seven members of the public attended the meeting.

4. The Councillors **RESOLVED** to agree to move the order of the meeting in order that point 7 on the Agenda with Mr Westerman could be considered first.

5. **To receive Mr Jon Westerman from Cherwell District Council** – to discuss further the issues surrounding the Rosemary planning applications and to hear the progress on Local Plan part 2

Mr Westerman outlined his position within Cherwell District Council. He was appointed Development Services Manager at Cherwell in February 2015. Following his appointment, there was a restructuring of the Planning Department which he is responsible for; this has included the appointment of four team leaders - three in various areas of Development Management and one for Enforcement (Mr Ihringer, who attended the October meeting).

With the restructuring of the department, Mr Westerman intended that it would be able to operate in a more commercial and dynamic way following a period where the level of service was not as good as the residents could expect.

A long discussion took place. Mr Westerman answered questions which had been submitted in advance and from the members of the public attending the meeting. Mr Westerman listened to the concerns of the meeting and recognised the strength of feeling of all the villagers. He indicated that the issue is of very high priority to be solved. The outcome of the three appeals is awaited and plans have been put in place depending on the outcome so that all eventualities will be able to be dealt with swiftly.

Mr Westerman acknowledged that the 'wrongs' cannot be changed, but that he hoped that the department structure and the procedures he has put in place will ensure that a situation similar to this does not happen again.

Regarding Local Plan 2, Mr Westerman outlined the programme. The Issues Options Paper together with other relevant papers will be going to CDC Executive in early January. Once the papers have been approved, there will be a consultation and CDC will work closely with Parish Councils to ensure that their views are heard. However, he did not believe that there was much benefit to the Parish undertaking a Neighbourhood Plan at this stage, but engagement with the community and CDC will be necessary.

Mr Westerman and six members of the public left the meeting at 9pm.

**6. Minutes of the Parish Council Meeting held on 19 October 2015**

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

**7. Update on progress from the Minutes**

**a. Pump housing supports**

Mr Fargin and Mr Maciejewski agreed to discuss the matter.

**b. Snow clearance**

The Clerk had written to Mr Wise to confirm an agreed special reduced rate for the village of £40 per hour.

**c. Car Parking on the Green**

Mr Fargin and the Clerk had arranged a meeting with the Head for later in the week.

**d. Christmas Tree**

The Clerk had ordered the Christmas Tree which would be delivered on 28 November.

**e. Revised Planning Application Procedure**

The Clerk had updated the procedure and published it on the website.

**f. Crosslands Shrubs**

The Clerk confirmed that she had postponed the work until 1 March next year.

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

No Councillors attended the meeting.

**9. Finance**

**a. To receive the monthly financial report**

As at 9 November the Accounts stood at:

|                       |            |
|-----------------------|------------|
| Co-op Current Account | £12,737.81 |
| Co-op Savings Account | £8,791.95  |

There was one outstanding cheque for £100.

The Current Account had received a total of £15 of donations to the Village Voice.

The Standing Order of £110.25 to pay the Clerk for the period of 1 to 31 October cleared on 2 November.

The Clerk reported that she had been assured by the VAT Office that the VAT Reclaim for 1 April to 30 June was authorised for payment on 29 October and was in the process of being paid.

Two further VAT reclaims have been submitted. On 2 November a claim for the period 1 July to 30 September for a total of £4,555.25; and secondly on 16 November, a claim for 1 to 31 October for £10,115.54.

The Clerk provided the Councillors with the finance documents for the year to date together with a draft budget for consideration at the next meeting.

The Clerk reported that the payment of the current Green Scythe invoice would mean that the Grass Cutting Budget would go into deficit. The Clerk explained that she had budgeted for ten cuts with a contingency, but that due to the wet summer, it had required twelve cuts. The Councillors **RESOLVED** to agree the deficit of £40.28.

**b. To consider invoices for payment**

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

| <b>Cheque no:</b> | <b>Payee and reason</b>                                                              | <b>Budget</b>                | <b>Amount</b> |
|-------------------|--------------------------------------------------------------------------------------|------------------------------|---------------|
| 400099            | Information Commissioner                                                             | Information Commissioner fee | £35.00        |
| 400100            | JMC Olds for Clerk admin expenses (printing £54.72, postage £23.30, telephone £0.29) | Admin costs                  | £78.31        |
| 400100            | JMC Olds for Village Hall expenses                                                   | Village Hall Extension       | £53.70        |
| 400100            | JMC Olds for mileage expenses                                                        | Mileage expenses             | £56.21        |
| 400101            | Green Scythe Ltd – October grass cutting                                             | Grass Cutting                | £134.02       |

To be paid by BACS

| <b>Payee and reason</b>                                                                                                                                                                                                           | <b>Budget</b>          | <b>Amount</b> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------|
| Link Development and Groundworks Bicester Ltd for Invoice 1645 for supply, installation and commissioning of air source heating and water system funded by the WREN claim made on 2 November                                      | Village Hall Extension | £27,112.80    |
| Link Development and Groundworks Bicester Ltd for Invoice 1646 for fixtures and fittings, carpentry, joinery and ironmongery, finishings (balance), painting and decorating (balance) funded by the WREN claim made on 2 November | Village Hall Extension | £23,579.76    |

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

A funding claim to Opes/Grantscape was made on 16 October for £4,845.00 and received on 3 November to cover the Link Invoice number 1637 ‘for Supply and installation of 2 x Destratification Fans and Kitchen refit’.

| <b>Date agreed by email</b> | <b>Payee and reason</b>                                                                                    | <b>Budget</b>          | <b>Amount</b> |
|-----------------------------|------------------------------------------------------------------------------------------------------------|------------------------|---------------|
| 3/11/15                     | Link Development and Groundworks Bicester Ltd for Invoice 1637 funded by the Opes claim made on 16 October | Village Hall Extension | £5,814.00     |

A further claim amounting to £42,243.80 was submitted to WREN on 2 November to cover Link invoice numbers 1645 and 1646 and had just been received.

**10. Parish Matters**

**a. War Memorial** – to receive an update for information

The Clerk reported that the contractors had started to clean the Memorial on Wednesday 11 November. The re-lettering and straightening would be completed in due course.

**b. New dog bin on the Hethe Road** – to agree the purchase of the additional dog bin

The Clerk had received official confirmation of the agreement for the siting of the bin. The Councillors **RESOLVED** to agree to the purchase of a green 45l bin to be mounted on the footpath signpost from Earth Anchors at a cost of £161 excluding VAT plus £18.95 carriage.

**c. White Gates / Speeding** – to receive an update

The Clerk reported that she had met the Highways Traffic Advice and Design Manager the previous Friday. She had shown him the location of the gates and he would let her have a quotation for gates in due course.

**11. Village Housing Policy** – to consider the draft of a Housing Policy for the village

The Councillors considered the policy and **RESOLVED** to agree to its publication in the Community Led Plan.

**12. Website** – to consider the draft revised website users’ policy

The Councillors considered the policy and **RESOLVED** to adopt it. It will be published on the website.

**13. Community Led Plan**

It was reported that the Community Led Plan group had met and were putting together the written plan. The Councillors requested that the draft be sent to the Council in order that it could be discussed at the December meeting prior to its publication and a presentation on 11 January at the Village Hall.

**14. Village Hall Extension Project**

**a. To receive a progress report**

The Status Report was circulated and considered.

The party and Formal Opening of the hall by Mr Harris on 7 November was a great success. Many positive comments had been received and it was encouraging to welcome so many villagers and users of the hall.

Inevitably, there have been a few snags, but the hall is finished in the main. The primary concern being the acoustics in the main hall but this is being addressed with an acoustic survey.

Mr Silver had put together a superb visual record of the whole project which was shown at the opening and is now available on the Village website and on YouTube.

## 15. 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

15/01564/F, Mr and Mrs J Plested, 7A Manor Yard, OX27 8DQ for 'Demolition of conservatory, alterations including garage conversion and single storey rear extension'; permission for development subject to conditions.

## 16. Correspondence Received

The Councillors noted the correspondence received and discussed where necessary.

- a. **ORCC** – informing the Parish Council that it is changing its name to Community First Oxfordshire
- b. **A Villager** – re shooting at Montague Farm. CDC had been in touch with the villager to let them know when shooting was going to take place. The villager asked for the dates to be put on the [jelkingtonshooting.co.uk](http://jelkingtonshooting.co.uk) web page. The Clerk reported that the Officer had subsequently been in touch with her to report that they were keeping an eye on the events.
- c. **Diocesan Advisory Committee** - correspondence regarding the time extension for the Faculty for the War Memorial
- d. **OALC** – October Update
- e. **Green Scythe re clearing up the leaves** - which will be completed shortly
- f. **Community First (ORCC)** - re OCC removing subsidies from rural bus services

## 17. Reports from meetings

No meetings had been attended.

## 18. 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 10 December
- b. **Village Hall Facebook page** – the Clerk reported that the Village Hall had its own Facebook page at [www.facebook.com/fringfordvillagehall/](http://www.facebook.com/fringfordvillagehall/)
- c. **Village Hall** – Mr Harris proposed a vote of thanks to Mr Fargin, Mrs Fargin and Mrs McCullagh for all their work on the Village Hall project. Their tireless work has ensured that the project has come to completion in a speedy and professional way, which has been greatly appreciated, by both the Parish Council and the village as a whole.

**16. Date of next meeting**

The Councillors **RESOLVED** to agree the date of Monday 21 December 2015 at 7.45pm in the Chinnery Room of the Village Hall.

The meeting closed at 10.00pm

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