

**Minutes of the Annual Meeting of Fringford Parish Council,  
held on Monday 21<sup>st</sup> May 2018, in the Chinnery Room of Fringford Village Hall at 8.45pm  
following the Annual Parish Meeting**

**Present:** Councillors John Fargin, Les Harris, David McCullagh (Chairman),  
John Reader, Adrian Thwaites, Mick Cowland, and Jan Maciejewski,

**In attendance:** None

**Apologies:** Cllrs Barry Wood (CDC) and Ian Corkin (CDC and OCC)

**1. To elect the Chairman for the year 2017/18**

David McCullagh proposed Adrian Thwaites as Chairman, seconded by Les Harris. The Council **RESOLVED** unanimously to elect Adrian Thwaites as Chairman and he signed the Acceptance of Office of Chairman form.

The incoming Chairman thanked Councillor McCullagh for his hard work, and noted as highlights of his term of office

- i) The VAS now in situ on the Stratton Audley Road
- ii) Organising the grant and replacement of the playpark
- iii) Progressing the application for resilience funding

And also noted that he had overseen a number of planning matters, the overall outcome of which had ensured that the Village retained its rural tranquillity – which was much appreciated by all.

**2. Apologies**

**None.**

**3. To appoint the Vice Chairman for the year 2017/18**

The Council **RESOLVED** unanimously to appoint Jan Maciejewski as Vice Chairman, and he signed the Acceptance of Office of Vice Chairman form.

**4. Requests for Dispensations and Declarations of Interest**

There were no requests for dispensations or declarations of interest.

**5. Appointment of a Councillor responsible for Internal Financial Control for the year 2018/19**

The Council **RESOLVED** to agree to appoint Jan Maciejewski as the Councillor responsible for Internal Financial Control.

**6. Appointment of the Parish Council Village Hall Committee Representative for the year 2018/19**

The Council **RESOLVED** to agree to appoint John Fargin as the Parish Council Village Hall Committee Representative.

**7. Appointment of the Staffing Committee for the year 2018/19**

The Council **RESOLVED** to agree to the appointment of the Chairman (Adrian Thwaites), the former Chairman (David McCullagh) and John Fargin as members of the Staffing Committee.

**8. Public Participation**

None.

**9. Minutes of the Parish Council Meeting held on 18<sup>th</sup> April 2018.**

It was **RESOLVED** that the minutes be accepted as a true record of the meeting.

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

**Resilience Grant**

The Clerk confirmed that an application for a grant to support the resilience of the Parish had been submitted to the SSE Resilient Communities Fund, in the sum of £19747.00.

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

**To receive a report from Cllr Wood (CDC) regarding any newly registered sites within the village**

No further news.

**12. Finance**

**a. To receive the monthly financial report – which is attached to these Minutes and shown as “Appendix A”**

**b. To consider invoices for payment itemised on the payment schedule**

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

<b>Cheque no:</b>	<b>Payee and reason</b>	<b>Budget</b>	<b>Minute Ref</b>	<b>Amount</b>
400240	Came and co	insurance		£304.58
400241	Anne Davies Clerk salary	salaries	Cl salary	£157.54
400242	HMRC	Clerk Tax	Cl ts and cs	£45.00
400243	J. Fargin	Storage boxes	19/2/18 9 (vi)	£17.63
400244	Community First Oxfordshire	subscriptions		£55.00
400245	CJM replacement cheque	playground	10 (iv) 19/3/18	£2988.00
400247	Green scythe	Grass cutting	20/11/17	£343.20

The Clerk explained to the Parish Council that, owing to an oversight on her part, the bank had not met the payment to CJM for the initial playground ground works, and that a payment was therefore sent personally by bank transfer to ensure that they were paid in a timely manner. The first cheque had been stopped at the bank, and was cancelled in the Parish accounts. A further cheque was therefore necessary to repay the transfer following the meeting in April.

**c. To consider the insurance renewal**

The insurance renewal was agreed in 2016 with a three-year fixed contract.

**13. Parish Matters – to discuss where necessary**

**a. Village Groups – to receive an update from any of the Village Groups**

**i. Village grass maintenance.**

The current contractor does not currently have the capacity to mow the external areas of the village, therefore David McCullagh has arranged for another contractor to carry out this maintenance at a cost of £120 + VAT per cut. Councillors agreed that the village was currently looking excellent and that this arrangement should continue, with a cut taking place every 4 weeks.

**ii. Spring Fayre**

The Spring Fayre the previous weekend had been a great success and parking on the Village Green had been permitted under the Clerk's delegated powers.

**b. Village Green – to receive an update**

It noted the discussion at the Annual parish Meeting with the representative from Kier and confirmed that they would invite school groups to their meeting in June, and then have preliminary discussions with OCC about land ownership and parking options, with a view to meeting Kier to have initial discussions about the parking project later in the year.

**c. Village Green Parking – to consider a request for parking on the Green for the Beer Festival**

The Council **RESOLVED** to agree to the request of the Beer Festival organisers.

**d. Playground – to consider further the repair work on the playground**

**i. To receive a progress report on the refurbishment project**

David McCullagh confirmed that the play equipment contractor has recently confirmed that the new playground should be fully installed by the middle of July 2018. It was agreed that the Parish Council would consider the detail of the Opening ceremony at its meeting in June.

**e. Trees in Church End**

The Clerk reported that, following discussions with SSE, the trees in Church End had now been cut back to avoid power cables. The Parish Council noted the current situation and agreed that there was no further action they could undertake as they were not the owners of the land fronting the properties in Church End.

**f. Village Hall**

A recent survey of use of the Car Park at the Village Hall has indicated that it is used regularly by two teachers at the adjoining Primary school.

John Fargin reported that the Village Hall Committee had recently received a donation of CCTV equipment. Following consideration of the Guidance on the use of CCTV and the issues the Village Hall had experienced with a few occasions of anti social behaviour , the Committee were proposing to install the cameras

- a) inside the hall pointing towards the front door
- b) should the Village be successful in its resilience Grant application – one covering the generator outside the Hall.

The Parish Council, as the landlord for the Village Hall, agreed the proposals.

**14. 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**

**Prop existing roof structure and carefully remove the existing leaning stone rubble wall of the barn, excavate and cast a new concrete foundation, re-build the wall with a concrete blockwork core. Clear collapsed section of rubble stone boundary wall between the barn and metal roof barn and reconstruct the collapsed section of stone wall.** 

Hall Farm Main Street Fringford Bicester OX27 8DP

Ref. No: 18/00619/LB

No objection.

- b. To note Notices of Decision**

- i. None.

**15. To consider which Councillors will attend the CDC Parish Liaison Meeting on Wednesday 20 June**

The Council **RESOLVED** to agree to David McCullagh and Adrian Thwaites attending to represent the Parish.

**16. Correspondence Received – to note correspondence received not otherwise on the agenda where decisions are not required**

The Councillors noted the correspondence received, most of which had been circulated by email, and discussed where necessary.

- a. OCC Parishes Liaison meeting**
- b. Rural network update**

**17. Reports from meetings**

The Clerk reported her attendance at the meeting arranged by Cllr Ian Corkin to consider rural transport issues. OCC have agreed to timetable their COMET bus to make a journey once a week into Bicester, although it will not be possible to bus passes to be used on the bus. The Parish Council noted the recent correspondence indicating that the No 81 service through the Parish would cease in July, and the Clerk agreed to raise concerns with Cllr Corkin.

OCC are also planning to circulate a survey of all transport options developed by Chesterton Parish Council.

**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 Wednesday 6 June 2018

**16. Date of next meeting**

The Council **RESOLVED** to agree the date of Monday 18 June 2018 at 7.45pm.

The meeting closed at 9.30pm

Signed .....

Dated .....