**Minutes of the meeting of Fringford Parish Council,   
held on Monday 15th January 2024 at 7.45pm.**

**Present:** Councillors: Ginny Hope (Chair), Les Harris, Phil Davids-Austin, Hayley Ryder, David McCullagh, Robert Gue, Ros Mackenzie

**Also present:** R. Damerell (Clerk) and 1 member of the public

1. **Apologies for absence**
   * + No apologies were received.
2. **Requests for Dispensations and Declarations of interest, gifts and hospitality** 
   * + Cllr Davids-Austin declared an interest to state he is purchasing the surplus stone left over from the restoration of the wall by the school.
     + Cllr Hope declared an interest in the Certificate of Lawfulness application: [23/03572/CLUE](https://planningregister.cherwell.gov.uk/Planning/Display/23/03572/CLUE) Land to The Rear Of Bakery Cottage Main Street Fringford.
3. **Public participation**
   * + No questions were raised.
4. **Updates from County & District Councillors** 
   * + No update provided.
5. **To approve the Minutes** **of the last Parish Council Meeting**.
   * + The minutes were approved as a true record of the meeting.
6. **Finance**
   * + **Financial Spreadsheet** – The Councillors received the monthly Reconciliation.
     + **Invoices to pay** - The Invoices were reviewed and approved by the Council.
     + **Authorised signatory –** Cllr Hope queried the length of time it is taking the Co-op bank to process an additional signatory and asked the Clerk to investigate and chase up.
7. **Parish Matters**

* **Village Plan Refresh**
* The next stage of the village plan refresh to create an updated village plan for 2024 and beyond is to have community engagement. Cllr Hope and Cllr Ryder are working together with Research Oxford to produce a questionnaire to be distributed to the village later in February/early March. It was agreed to encourage as many surveys as possible to be completed online with paper copies available on request and for some to be available in the Church and the Village Hall.
* The Council will have a draft survey to consider and approve at the next meeting. Once the survey has been completed by villagers, the results will be collated, and the findings shared with the Council.
* At that point, other qualitative research will be considered to capture the sections of the village which may not be featured in the survey results.
* The Council agreed to host a meeting for the village to share the feedback results from Research Oxford’s community engagement. Timescale for this is likely to be June.
* **Village Resilience**
* A discussion took place about village resilience in times of a crisis whether a generator for the village hall might be worth considering, the Parish Council resolved to not investigate the purchase of a generator due to the complexities around storage, insurance, and risk assessment requirements. It was noted that should a need ever arise then a generator could be hired.
* **Butchers Arms – Asset of Community Value**
* The Parish Council expressed its thanks to Geoff Vernon for drafting the application form, on behalf of the Parish Council, for the Asset of Community Value. The required supporting documentation will also be submitted. Cllr Hope proposed sending the signed off application this week, which was unanimously agreed by the Parish Council. Cllr Hope confirmed that she has informed Punch Taverns of the application.
* Cllr Hope updated that she was assured that a member of the Punch Taverns legal team would contact Cllr Hope regarding the Asset of Community Value but no contact to date has been forthcoming.
* Cllr Hope proposed that a sub- committee be set up look at the models for other community pubs and to request Geoff Vernon be part of this. The purpose to understand how these models are implemented and successful and for review by the Parish Council. This would enable the groundwork to be carried out and a enable a model to be ready, should the pub become available as a community asset.
* Cllr Ryder suggested asking Tim Mustill if the Pop-up pub would be willing to keep records of how many attends and share information such as the total amounts raised.
* **Cherwell draft Local Plan Review 2040 (including village recategorisation)**
* No update to report.
* **HS2 Grant Applications for improvements to The Green**
* **Wall be the school –** the Parish Council stated their satisfaction for the work carried out re-building the wall and passed on their thanks to the contractor.
* **Pond area –** the water safety sign will soon be installed. Currently there are no plans to install a picket fence around the pond. The Parish Council will continue to review the situation and feedback from parents.
* **Benches –** the contractor has advised putting the two benches in the pond areaon concrete trough bases rather than on two separate concrete blocks.
* **Village Sign –** When reviewing the icons to be featured on the new village sign the councillors agreed for the water pump, an anvil (to represent the forge), a profile of Flora Thompson and the church to be used. Cllr Gue agree to proceed with getting a draft of what this would look like.
* **Village Hall update including roof survey and bus shelter survey.**
* **Bus shelter** - Cllr Hope to enquire of the contractor for the timescale for the work for the maintenance to the bus shelter roof and guttering.
* **Village Hall Roof** – Cllr Hope to contact the contractor to ask for matching tiles to be the same as the renovated area of the Village Hall Roof. Scaffolding will be erected along with safety fencing and toilet facilities for the contractors. Cllr McCullagh to enquire with Cherwell DC if they would consider increasing the grant amount to cover the cost of the scaffolding and safety fencing.
* Cllr Hope to also ask for a program of works to enquire how long the work will take and for proposed start and completion dates.
* Cllr Gue confirmed that the Village Hall committee have recorded, in their minutes, agreement to pay 75% of the cost, after the inclusion of the grant from Cherwell DC, for the repairs to the Village Hall roof.

1. **Planning**

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| --- | --- | --- | --- |
| **Ref No:** | **Location** | **Proposal** | **PC Comments** |
| [23/03572/CLUE](https://planningregister.cherwell.gov.uk/Planning/Display/23/03572/CLUE) | Land To the Rear Of Bakery Cottage Main Street Fringford | Certificate of Lawfulness of Existing Development for Use of the application site as residential garden | Cllr Hope declared an interest in the application and therefore the item was chaired by Cllr Harris. It was noted that this is not a planning application but a request for lawful certification.  The Councillors asked questions regarding the application and following the answers made their decision.  Support: The Parish Council supported the application. |

**Decisions**

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| --- | --- | --- | --- |
| **Ref No:** | **Location** | **Proposal** | **Decision** |
|  |  |  |  |

**Appeals**

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| --- | --- | --- | --- | --- |
| **Ref No:** | **Location** | **Proposal** | **CDC Decision / Comments** | **Parish Council Comments** |
|  |  |  |  |  |

* **Cherwell DC Planning Application Validation Checklist Consultation**
  + This had been circulated to Councillors. The Parish Council agreed for the Councillors to review the consultation document and bring comments to the February meeting.

1. **Correspondence Received / AOB**

* **Electricity poles** – A member of the public raised concern over item raised in the 18th of December 2023 minutes. Cllr Hope responded to the resident stating that the Parish Council had reported two significantly leaning poles on the land at Hall Farm and that it is the responsibility of SSE to follow the correct procedures for gaining access to any land where electricity poles are located. The Parish Council has a duty of care to report any potential risks to safety and power supply for villagers.
* **Footpath 2** - The Parish Council acknowledged the Modification Order for Fringford Footpath No.2 - The effect of the order as confirmed is to modify the Definitive Map and Statement for the area by: - Adding to them the public footpath from Main Street, Fringford at grid reference SP60682 29065, running east for 11 metres to join the existing length of Fringford Footpath No. 2 at SP 60693 29065.
* **Pay Award** – The Council acknowledged the 2023/24 National Joint Council for Local Government Services statutory pay award which was backdated to April 2023 and was applied to the Clerk’s salary.
* The village Sewical Group had sent an email to the Parish Council requesting support with their cost of hiring the village hall. Post meeting note: Councillors agreed to support a one-off donation of £40.

1. **Items for next Agenda**

* All items for the next agenda to be submitted to the Clerk by 8th February 2024.

1. **Date of next meeting:**

* The date of the next meeting as 19th February 2024 at 7.45pm.