

FRITWELL PARISH COUNCIL

Minutes of meeting to be held on Monday January 14th 2019

1. **Present:** Cllr Foster, Cllr Barlow, Cllr Ultsch, Cllr Stillgoe, Cllr Rooth and Cllr Reeves, V.Hibberd (Clerk)
Members of the public: M Dockrey, A Unsworth, C Smith, H Metcalfe, G Lowdon, R Clarke, A Lowdon, I Glendinning, R England, M Stewart, G Barnhill, D Barnhill.
Apologies: Cllr Kerford Byrnes (CDC) and Cllr Fatemian (OCC)

2. **Declarations of Interest:** Cllrs Foster and Rooth regarding item 10(b).

3. Public Questions and comments

Following a communication from a member of the public about procedural matters Cllr Foster pointed out the section of our Standing Orders regarding public participation. She also took on board suggestions about providing more information with the agenda so that people have more of an idea of the topics under discussion. She stressed that while the council is bound to conduct its business in a certain way, councillors may be contacted at any time outside of the regular meeting by anyone who wishes to discuss any matter.

A question had been raised about why there was not more time allowed during the November meeting for questions to Cala Homes and Cllr Foster explained that she thought there would be much more opportunity for discussion and the airing of opinions once an actual application has been submitted by Cala for planning permission on the land South of the Fewcott Road. She mentioned that she was under the impression this is likely to be quite soon.

H Metcalfe publicly thanked the Parish Council for its grant to the Forget-me-Not club of £500 in December 2018

R England suggested that the speed VAS signs need to be attached to the electricity mains supply in order to avoid the onerous task of changing the batteries. It will then collect data more efficiently. Cllr Foster acknowledged this and also asked R England and R Aunins (who has already done some analysis of the data) to form a working group to work on the data, to provide useful analysis to use as evidence for future action on traffic issues. **ACTION: CLERK to invite** R England, R Aunins and G Simmonds or another speedwatch volunteer to form a working group on traffic data.

4. **Cllr. Kerford-Byrnes (Cherwell District Council)** – no report
5. **Cllr Fatemian (Oxfordshire County Council)** – no report
6. **The Minutes of 26th November 2018 were agreed as a correct record**

7. Matters Arising from the Minutes

- a. The report from the Cala presentation was noted – planning application from Cala not submitted as of the day of this meeting.
- b. Covert Farm progress on empty new properties. It appears that there is a “ransom strip” on the edge of the land owned by Oxfordshire County Council that requires the access road to be “adopted” rather than a “private” road. This was not discovered by the client of the developer, Savvy, until their solicitor was working on the split of the deeds for the 8 properties. Issues include the number of buildings facing the road, sewage provision and the “hammerhead” turning facility for the refuse vehicles. The legal negotiations continue regarding this and the adoption of the road.
- c. Cemetery regulations – to finalise and agree at the next meeting together with fees review. **ACTION VH/JB/SU**
- d. Transport – Cllr Fatemian has provided the form to complete in order to cover the costs of the Comet bus from his Councillor’s fund. The service continues to be well-used by Fritwell residents. **ACTION PF/VH**
- e. Cllr Stillgoe is still giving out parking advice notices while she does her crossing duties at school times.

8. Village Maintenance Contract (Cllr. Rooth)

- a. The tender documentation was reviewed and it was noted that the amount in the budget is intended to cover the mowing, and all the other ground maintenance activities.

M Dockrey asked whether it is worth asking for a quote for The Green in case the volunteers can't continue to mow this for any reason. It was agreed that the Clerk would contact Dave and Becky Bignell thanking them for their work so far, and checking if they are happy to continue.. **ACTION Clerk.**

- b. The tender process will begin with the clerk sending out the invitation to tender, deadline 22nd February. Meeting to discuss tenders received arranged for Thursday 28th February 7.45pm at Polly's house.

9. Financial Matters (Cllr. Barlow)

- a. Current Financial Report – Cllr Barlow reported that there has been very little movement since the last meeting. We have had one cemetery payment and have paid out a grant to the FMNC and the clerk's salary.
- b. The contribution towards the Village Hall noticeboard was agreed on the understanding that it will be equally available to the whole community and that it would not exceed £1000. There was a discussion about how to claim back the VAT and it was agreed that the clerk will make sure the village hall committee understands that the invoicing needs to be done in a way that enables the parish council to claim VAT. Proposer Cllr Foster, Seconder: Cllr Barlow. Passed by majority. **ACTION Clerk to liaise** with VHC
- c. Draft budget and precept for 2019/2020 – there was agreement that the amounts under "Other" should be reduced somewhat since the surplus is gradually being reduced. After some discussion Cllr Barlow proposed that the precept be maintained at £6600 for 2019/20. Cllr Ultsch seconded and it was carried by a majority. **ACTION Clerk to apply for precept and get Cllr Barlow to check paperwork first. ACTION: Clerk to make alterations to the budget numbers ready to be voted through at the next meeting.**
- d. Cemetery bench – research is still ongoing on the supplier of this. **ACTION Cllr Ultsch to talk to M Dockrey about this.**

10. Planning Matters

- a. Lime Tree at Gardner's Cottage in North Street has had a tree preservation order applied.
- b. The refusal of the fence at 60 North Street has been appealed and the Council agreed to support this appeal by reiterating no objections and offering counters to the planning officer's reasoning. **ACTION: Clerk to compile paper to send to CDC Planning , Cllr Foster to check before sending.**
- c. Land at the bottom of Forge Place has now been purchased for development by Lagan Homes who have responded to a query from Cllr Ultsch that they have no plans at present for the land.
- d. King's Head – **ACTION: Clerk to check** current status and progress.
- e. Mid-Cherwell Neighbourhood Plan update. This has now been examined and is ready to go to referendum. CDC will decide date and arrangements. There were some amendments to the Fritwell green space section regarding Church View Fields. Half of this was accepted by the inspector as green space and the rest remains agricultural. Cllr Foster explained how the referendum works and urged people to vote and to encourage their neighbours to do so.

11. Winter Weather Planning

- a. Gritting machinery – there was considerable discussion about the current (towing) gritters owned by the Parish Council and whether they can be repaired and the suggestion of purchasing a hand pavement gritter. A Lowdon agreed to take a look at the towed machines to see if they are worth repairing. At least 3 quotes should be obtained for a new purchase and Cllr Rooth suggested a budget of £750 for any new machine. **ACTION: Clerk to get quotes** for the large-hopper, metal mechanism machine.
- b. The snow and ice preparedness plan needs to have a few things added, and then be circulated for agreement. **ACTION: Clerk to add clarification** on types of salt, which to be used for which purpose, and also a risk assessment and some mobile numbers. It was also noted that there isn't insurance for using the vehicle-towed gritters so these are always used at people's own risk.

12. GDPR – not discussed – postponed to March meeting.

13. Correspondence

- a. 2 emails commenting on the Cala presentation from people who could not attend have been forwarded to Cala
- b. Email from resident re public participation at the PC meetings

- c. Email regarding dog bins, suggesting that dog owners should be encouraged to use disposable bags suitable for flushing down the toilet at home. Also suggestion for a village map highlighting facilities and interesting features, perhaps displayed at the junction of East St. and North St.
- d. Ramblers Association correspondence on lost footpaths
- e. Request from M Dockrey that the playing field would like to take ownership of the unused bench in the cemetery and this was agreed.

14. Any Other Business It has been mentioned that the dog bins are overflowing sometimes.

The meeting closed at 9.30pm

15. Dates of next meetings

Monday 18th March 2019

Monday, 13th May 2019 (AGM & APM).