

## FRITWELL PARISH COUNCIL

### Minutes for the meeting held on Monday March 18<sup>th</sup> 2019

#### 1. Welcome and apologies

Present: Cllrs Foster (chair), Ultsch (vice-chair), Rooth, Barlow, and Stillgoe. Clerk V Hibberd.

OCC Representative: Cllr Fatemian

Public: Debbie Hudson, Steve Grey, Mark Dernin, Anthea Unsworth, Ian Glendinning, Mike Dockrey, Rachael Clark, Glynis Lowdon, Tim Stevens, Christine Denton.

Apologies: Cllr Kerford-Byrnes, Becky Bignell, Eugene Baston

#### 2. Declarations of Interest

There were none.

#### 3. Public Participation

Mike Dockrey – asked about verges on North Street that are becoming very damaged by passing traffic and there is very little space for pedestrians. Could the council please consider having pavements installed?

Cllr Ultsch responded that the OCC has been asked in the past about installing pavements and has suggested there are not enough residents to justify the expense.

Cllr Foster replied that installing pavements would degrade the conservation area and important rural character, weakening arguments against future development.

Cllr Barlow agreed that the verges are diminishing.

Cllr Foster took the opportunity to remind residents that rocks and other objects must not be placed on verges to discourage vehicles, because the verges are intended to allow passing cars to avoid each other if necessary.

#### 4. Local Council Matters

- Cllr Fatemian (Oxfordshire County Councillor for Deddington ward)

Cllr Fatemian acknowledged receipt of the parish council's application for funding for the Comet bus service. He explained that owing to some internal complexities, involving getting funds from the budgets of three different councillors, it was taking a while to organise but that it will be forthcoming soon. Cllr Foster asked about how we treat the invoice for the Comet service and Cllr Fatemian said he would check. **ACTION Cllr Fatemian, Clerk to send email reminder.**

Cllr. Fatemian reported the good news from the County that Oxfordshire was named as the best place in England for levels of recycling. He also confirmed that the Ardley recycling facility will be continuing in service for an additional 6 years. Cllr Foster brought up the topic of the bottle bank that was lost when the King's Head owners had it removed. She reminded residents that if anyone ever has a good suggestion to reinstate it elsewhere in the village, the PC would be very grateful.

Cllr Fatemian suggested that the PC could insist on section 106 money from any future developments to go towards paving. He also suggested that OCC could install posts along verges if it became a serious issue.

Cllr Foster raised the issue of posts on the verge in Raghouse Lane and that she has been unable to speak to someone at OCC to get advice on this. Cllr Fatemian asked her to email him and he would contact the officer who deals with such issues. **ACTION Cllrs Foster and Fatemian.**

Cllr. Foster asked about the ongoing issue with the homes built at Covert Farm off the Fewcott Road. Cllr. Fatemian agreed to make further enquiries, **ACTION Clerk to send email reminder**

There were several complaints about potholes, and Cllr Fatemian explained that potholes in village streets that are not main thoroughfares are quite low priority compared to others, but he had raised it with Highways and will continue to do so. Cllr Barlow mentioned that the village is used as a cut-through when the motorway is busy so traffic is heavier than might be expected. Cllr Fatemian suggested that we could use speed watch numbers to evidence such an argument or get a temporary flow monitor to collect some evidence. **ACTION: Cllrs to check in particular a large hole appearing at the crossroads that seems dangerous (mentioned by C Denton)**

M Dockrey reiterated the poor state of the roads in the village. Cllr Foster suggested that resurfacing was needed for Forge Place and Mays Close and is an issue that could be taken up by the PC in the future.

**5. To agree the Minutes of 14<sup>th</sup> January 2019 as a correct record.**

These were passed as a true record of the meeting after a correction to the finance section 9(a) to include that the spending was approved by the PC.

**6. Matters Arising from the Minutes (not covered elsewhere on the agenda)**

There has been no movement on the Cala Homes issue.

The Clerk has contacted Dave and Becky Bignell and they have kindly agreed to continue to mow the church green area.

Cemetery bench – Cllr Ultsch has tried to find out about a bench she saw in a local cemetery but it turned out to be very old and no-one could tell her where it was sourced.

Lagan Homes – Cllrs Barlow and Ultsch have sent Lagan Homes a letter outlining the PC's policy on development on the Dar Land site which has not been identified as a suitable development site in Local Plans.

**7. Village Ground Maintenance**

The choice of mowing contractor was approved by the council. Mr Tim Stevens was introduced and told the meeting a little about himself. It was agreed that Mr Stevens would do a first cut and then would walk around with some members of the PC to check the work, and discuss any issues arising.

Cllr Foster suggested that the ground spraying and cutting back of hedges in Church Lane needs some attention this spring.

**ACTION: Clerk to find some dates that will suit for the walk around with Cllr Foster and perhaps one other Cllr.**

Eugene Baston has kindly agreed to replace the tree by the pond that was vandalised some years ago. He has a species in mind and will liaise with Mrs Delahunt and Mrs Boyce who live adjacent to the pond to make sure it is planted in a suitable position.

**8. Litter blitz Sat. 23<sup>rd</sup> March**

All confirmed – CDC to deliver pickers, hi-vis jackets etc. Sausages and drinks in the Scout Hut afterwards – Cllr Ultsch and Clerk to sort out catering. **ACTION: Catering: Cllr Ultsch and Clerk – Attendance - EVERYONE.**

Cllr Foster gave a special thanks to Mark and John Reeves for doing litter picking on a regular basis all around the village. They will get a mention in the Three Parishes magazine April issue.

**9. Financial Matters (Cllr. Barlow)**

a. Spending was agreed for the period February and March 2019

- It was noted that there is a slight miscalculation on the spreadsheet and Cllr Rooth will fix this. **ACTION: Cllr Rooth.**
- It was agreed that the funding for the Village Hall noticeboard will come out of the budget for 2018/19.
- There may be a (temporary) payment for the Comet bus that comes out of the 2018/19 budget.
- It was agreed to pay the Clerk for stationery expenses by cheque.
- It was agreed that the PC will try to set up an account so that we can be invoiced for stationery rather than the Clerk having to buy and be reimbursed.

b. The budget for 2019/20 was approved.

- There was a question from Cllr Foster about what constitutes section 137 payments. M Dockrey advised that it can be used for items "for the good of the village" that can't be elsewhere classified in the accounts. **ACTION: Cllr Barlow will clarify.**

**10. Cemetery**

The draft new cemetery regulations need a couple of clarifications:

- There needs to be a diagram of a grave and plinth and associated measurements to clarify the wording of the section on sizes.

- It was agreed that the regulations need to be much clearer that we don't accept plot reservations / exclusive right of burial (following the advice of the experienced professional who re-mapped the cemetery recently).  
**ACTION: Clerk to redraft the regulations with the above clarifications and circulate for approval.**
- Regarding prices, these were questioned in the light of not having exclusive rights of burial any more. There seems to be very little similarity between local burial grounds for comparison, so Cllr Barlow and Cllr Ultsch agreed to revisit this item. **ACTION: Cllrs Barlow and Ultsch to look at costs and prices again.**
- To discuss replacement of cemetery gatepost
  - The Clerk had received two quotes: £392 and £139. These seem so very different that it was agreed to get a third quote from Mr Stevens in order to compare. **ACTION: Clerk to get quote from Mr Stevens and report back.**

## 11. Planning Matters

- An Enforcement Notice has been sent to the owners of the King's Head to cease the use of the public house as an independent single dwelling. This will take effect on 14 April, unless an appeal is made against it. An appeal is likely to delay this process considerably.
- Cllr Foster reminded residents to vote in the Mid-Cherwell Neighbourhood Plan Referendum Thursday 21<sup>st</sup> March.
- Cllr Foster also reminded residents that comments on the Oxfordshire Plan 2050 close on March 25<sup>th</sup> – she briefly outlined what the plan was for, timescales and so on. The MCNP has sent in a response from the Neighbourhood Plan area.

## 12. Traffic issues

- The traffic sub-group has not had an opportunity to meet yet. It is generally agreed that the data from the VAS signs is rather unreliable. Somerton have some impressive new ones and we might consider replacing ours so that we can collect better evidence of increasing traffic flows and speeding issues. **ACTION: Clerk to ask Somerton Parish Council about their new signs and report back**

## 13. GDPR update

- The section for PC staff seems rather excessive so that can be simplified further. **ACTION Clerk**
- In the 12-step process document there needs to be two sections on emails – one for the clerk who keeps the entire address list, and then one for other councillors who have a much shorter contacts list. Is it possible to use the website domain as our email address? **ACTION: Clerk to look into.**
- If we have dedicated email addresses for councillors, they need to be a bit more formal than first names. **ACTION: new parish council**

## 14. Future Council Business

- Parish Council Elections 2<sup>nd</sup> May – nomination forms available from the Clerk, or the Electoral Commission. Cllr Foster encouraged people to stand, and explained how the system operates for nominations etc.
- Annual Parish Meeting 13<sup>th</sup> May. Cllr Foster explained the purpose of the Annual Parish Meeting and suggested that the Playing Field Committee might use a slot to encourage residents to give their opinion on their 5-year plan. She also asked if the Village Hall might like a slot. It was suggested that the Save Our Pub group might like to present. **ACTION: Councillors to think about additional topics for the APM.**

## 15. Correspondence

- Request from the Playing Field Committee for suggestions for items for their 5 year plan – see above.
- Dept. of Transport notification of road perimeter change outside George and Dragon site. It was noted that parking will be more difficult in that area and this was included in the PC response.

## 16. Any Other Business

There was none.

## 17. Next meetings

Monday 13<sup>th</sup> May 2019 (AGM & APM)