

**MINUTES of the meeting of North Leigh Parish Council held via Zoom on Thursday 10<sup>th</sup> December 2020 at 7.30 pm.**

**Present:** G. Matthews (Chairman), S. Cusick (Vice Chair), Councillors David Fettes (DF), J. Nicholson (JN), A. Clements (AC), J. Minch (JM) and K. Swann (KS) and District Councillor H. St John (HSJ)

Also present: Allison Leigh (Clerk) (AL)

**110/20. Apologies for absence:** C. Frost (CF) and L. Walker (LW)

**111/20. Declarations of interest:** HSJ declared an interest in agenda item 116/20 as he is a volunteer for Volunteer Link Up

**112/20. Minutes of the meeting held 12<sup>th</sup> November 2020:** The minutes of the meeting of the 12<sup>th</sup> November 2020 were approved with one change. The minutes will be signed and returned and AL will file an unsigned copy until that time.

**113/20. Public Forum:** No members of the public were in attendance.

**114/20. District and County Councillor Reports:**

**Oxfordshire County Council (OCC)**

There was no report from OCC,

**West Oxfordshire District Council (WODC)**

HSJ reported that Thames Water has finished the sewer repair work in park Road and the road has reopened.

HSJ reported that Bellway has been better about keeping roads clean along New Yatt Road. They have been felling more trees along Green Lane that have died or are dying. HSJ will work to persuade them to replant more trees before the spring.

HSJ has been calling vulnerable people on a list provided by WODC/NHS. WODC staff and councillors have called just over 4000 people around the district. Only one was clearly in need of further assistance - everyone else had a reasonable help/back up system in place due to relations, friends or kind neighbours and volunteers.

HSJ reported that WODC is starting to look at the 2021/22 budget. Overall WODC's current budget will be about £2M short due to lower income receipts and increased costs as a result of the COVID-19 crisis. However, because finances have been well managed over the years, there are reserves which can

help absorb some of this shortfall. Council tax is likely to go up again come April. HSJ will report again in February/March where the final outcome is clearer.

HSJ reported there is no dog officer at WODC so in order for enforcement to occur, someone would have to have proof of a fouling incident for fines to be imposed.

HSJ reported the Lowlands Planning Committee is meeting Monday the 14<sup>th</sup> December and the 26 Park Road application is on the agenda.

HSJ reported that he and LW have worked to have Bellway reduce the problem of mud on the A4095 and improve the signage. The site is much safer now.

KS noted that the one-way system by Eynsham Hall could be dangerous due to the speed limit on the A4095 being 50 in some places and 40 in others. JM noted she'd thought LW had agreed that he would consider suggesting extending the area of 40 mph limit on A4095. AL will check with LW.

SC reported that Summit Trees noted that Bewley had approached them about cutting some trees on the A4095. SC asked if he was approached again he could run this by the council first to ensure they are trees that should be cut.

**115/20. Matters arising from the November meeting and not appearing elsewhere on the agenda:** AL reported she had attempted to contact Adolfo about the staining of the bus shelter at Cuckamus Green and the cost for that. She hasn't been successful in reaching him, but will continue to try and SC will ask if she sees him as well.

#### **116/20. Finance**

- **Budget 2021/2022:** The council reviewed the 2021/2022 budget making some tweaks which AL will make. The council resolved that monies not spent in 2020/21 be put in reserves and with the 2021/22 budget, the precept has been reduced. The council agreed on a precept of £30,000 and AL will submit this to WODC.
- **Donations:**
  - **Children's Air Ambulance:** The council resolved to donate £100 to Children's Air Ambulance.
  - **Volunteer Link-up:** The council resolved to donate £100 to Volunteer Link-up

- **Finance report:**

<b><u>Payments authorised</u></b>						
<b><u>Payee</u></b>	<b><u>Item</u></b>	<b><u>Cheque number</u></b>	<b><u>Amount</u></b>	<b><u>VAT</u></b>	<b><u>Total</u></b>	<b><u>Date</u></b>
Staff Costs	Staff Costs	103056	510.12	0.00	510.12	31/12/2020
Allison Leigh	Clerk expenses	103057	40.06	0.00	40.06	10/12/2020
Grundon	Cemetery bin emptying	Direct Debit	58.1	11.62	69.72	31/10/2020
NPJ Green	Mowing and hedge cutting	103058	290.00	0.00	290.00	10/12/2020
Summit Trees	Remove falling and leaning willow at the Adventure Playground	103059	245.83	49.17	295.00	10/12/2020
West Oxfordshire District Council	Adventure Playground cleaning	103060	120.15	24.03	144.18	10/12/2020
North Leigh Youth Project	Replacement cheque for cheque number 102989 not cashed from 12/3/2020	103061	20.00	0.00	20.00	10/12/2020
OALC	Training - Kevin Swann - Councillor Fundamentals	103062	50.00	10.00	60.00	10/12/2020
First Rescue Training and Supplies Ltd	Defibrillator for East End	103063	1295.00	259.00	1554.00	10/12/2020
Moore	External audit 2019 2020	103064	200.00	40.00	240.00	10/12/2020
<b><u>Receipts</u></b>						
<b><u>From</u></b>	<b><u>Item</u></b>		<b><u>Amount</u></b>		<b><u>Total</u></b>	<b><u>Date</u></b>
<i>No receipts this month.</i>						

## Bank Reconciliation

Cash in Hand 1/4/20	58780.01	
Add total receipts as of 30/11/2020	42980.17	
Subtract Total payments as of 30/11/2020	17636.89	
<b>Cash in Hand 30/11/2020</b>	<b>84123.29</b>	
*****	*****	
<b>Community Account balance 30/11/2020</b>	<b>26155.12</b>	
<b>Business Money Manager Account Balance 30/11/2020</b>	<b>58168.17</b>	
Less unrepresented cheques:		
Cheque 102989	20.00	
Cheque 103052	60.00	
Cheque 103053	60.00	
Cheque 103054	60.00	
<b>Total</b>	<b>200.00</b>	
<b>Plus unrepresented receipts</b>	<b>0.00</b>	
<b>Adjusted Bank Balance</b>	<b>84123.29</b>	

**117/20: West Oxfordshire Planning Policy consultation:** The council resolved that HSJ will forward WODC's response to this consultation to JN. JN will draft a response and circulate it. If the council decides to respond, responses are due by the 21<sup>st</sup> December 2020.

**118/20: Village Survey:** AC reported that there had been an informal meeting to discuss the results of the survey. As an outcome of that meeting AC and KS analysed the results. One theme that was noted among the results was communication from the Parish Council. The council will be working on a leaflet to distribute to all residents with the results of the survey.

The council discussed several ongoing communication methods and resolved to have communication as a standing item on the agenda.

**119/20: Bike Racks:** AL reported she and CF had met with OCC on the placement of bike racks. AL circulated the proposed locations to the council. The council agreed the locations and resolved to not have a bike rack at the Roman Villa. AL will send the list to OCC. The council will revisit a bike rack at the Memorial Hall in a different style that would fit in the location.

## 120/20. Planning Applications:

<b>Planning number</b>	<b>Address</b>	<b>Proposal</b>	<b>Comments</b>
W/20/00827/PRMA	Fat Squirrel Outdoor Limited 33 Common Road North Leigh OX29 6RD	Premises license 12noon – 2am, daily Music, refreshment sales (including alcohol)	North Leigh Parish Council requests that the closing time Sunday through Thursday is 11:30pm and the closing time on Friday and Saturday could be 2am.
20/03037/HHD and 20/01020/HHD	Church Farm House Church Road North Leigh	Erection of a raised timber shelter	North Leigh Parish Council has no objections to this planning application.

## 121/20. Open Spaces Report

- **Playgrounds:**

- GM reported he has been in touch with the Chair of the Parent Teacher Association (PTA) at North Leigh Primary School. The Chair is happy to be involved with ideas for play equipment. SC is happy to poll parents at the playground in after the New Year as to what they would like to see in the playground.

AL will forward playground equipment suppliers to the council. The council formed a playground working group. This will be GM, SC, JM and AC.

- SC reported that there had been some glass at the Adventure Playground. AL noted she had reported this to WODC. SC reported the Children's Playground is looking good.

AL noted she had circulated 2 quotes for working on the trees at the Children's Playground and a tree at Windmill Heights. The council resolved for AL to proceed with Summit Trees.

- **Cuckamus Green report:** There was no report on Cuckamus Green.

AL reported she had received information from OCC stating that Cuckamus Green had been registered as Common Land in 1968 by the Parish Council. Based on this, AL will contact Land Registry about having this land registered.

- There is a hedge that the council would like AL to ask the residents to cut. AL will ask SC for the address

**122/20. Cemetery/Churchyard**

- **Activity:** AL reported there have been no new burials since the last meeting.
- AL reported that BGG apologised they haven't cut the hedge yet, but will by Tuesday the 15<sup>th</sup> December.

**123/20. Traffic/ Highway matters/Speedwatch:**

- AC reported that Speedwatch activities will commence after the new year in the mid to end of February timeframe.
- **20mph speed zone:** AL reported she had received and circulated a correspondence from 20s Plenty for Oxfordshire asking for the council's support of 20mph speed limits in the county where pedestrians and cyclists mix with vehicles. The council resolved to pledge its support.

**124/20. Items for Website:**

- Business directory: Helen Keen had enquired about having a business directory on the website. The council asked AL to ask for more information as to the purpose of this.

**125/20. Correspondence:** To review any correspondence

E-mail from OALC on Growth Board draft Strategic Vision: The council resolved to send any comments to JN which JN would then collate and submit.

E-mail regarding dog fouling: The council discussed dog fouling in the village and agreed it is an issue. The council agreed to have this item mentioned in the leaflet noted in agenda item 118/20. The council discussed the possibility of putting sticks in the ground marking where dog fouling and/or plastic bags with dog mess in them are left.

- AL reported she'd circulated a correspondence about the cutting of the trees on Green Lane. This has been discussed in agenda item 114/20.

**126/20. Matters for report:** No matters for report were raised.

Date and time of next meeting: Thursday, 14<sup>th</sup> January 2021 at 7.30pm.

The meeting closed at 10pm.