MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 11th January 2018 at 7.30 pm.
Present: G. Matthews (Chair) (GM), S. Cusick (Vice Chair) (SC), I. Hogg (IH), J. Nicholson (JN), Andy Clements (AC), Harry St John (Parish and District Councillor) (HSJ) and L. Walker (County Councillor) (LW)

In attendance: Allison Leigh (Clerk) (AL), Pat and David Gooday

143/17. Apologies for absence: C. Frost (CF), D. Fettes (DF), P. Lawrence (PL)

144/17. Declarations of interest: HSJ and JN declared an interest in item 150/17 – Memorial Hall – Charitable Status

145/17. Minutes of meeting held on 14th December 2017:
Minutes were approved and signed.

146/17. Public Forum: Pat and David Gooday were in attendance. They reported that the minutes on the PC website not current. GM indicated the council would work to correct this.

They also would like to learn more about the Neighbourhood Plan and felt the community would be interested if a clear explanation of what it is, what it involves and what it hopes to achieve could be presented. GM indicated the Parish Council are looking to hold a meeting toward the Spring to discuss this further with the community.

147/17. District and County Councillors Report:

WODC

HSJ sent a report from Cllr Hudspeth – see attachment 1.

HSJ indicated that Bellway has a revised plan that is yet to be seen.

HSJ reported that WODC is making a contribution toward a modular station building at Long Hanborough.

He talked about the renewing of the all-weather football ground at Henry Box School in Witney.

He indicated there is no update on the Local Plan.

He reported the budget is approaching being approved and he will circulate the information once it is received.

OCC

LW indicated he has reported the water issue at Chapple Lane to Thames Water and they will be coming back on the 12th January.

It was reported there is a blocked drain outside the Memorial Hall car park. JN to review it with LW.

LW reported there will likely be a 4.99% increase in Council tax and possibly an extra 1% with which LW doesn't agree. The budget will be approved in February.

148/17. Thames Valley Police Report: There was not a specific report received. HSJ received the minutes from December's Neighbourhood Action Group (NAG) meeting and there was nothing of note to report.

149/17. Neighbourhood Plan: This was discussed in the public forum section of the meeting.

150/17. War Memorial Hall - Change in Charitable Status: A letter from Peter Van Cauwelaert, the Secretary of the War Memorial Hall trustees, was received indicating the Hall has been registered as a CIO (Charitable Incorporated Organisation) by the Charity Commission. The trustees of the War Memorial Hall ask that the Parish Council agree to their proposal to transfer the Hall from the existing charity (No. 250459) to the new CIO (No. 1175776). As the title to the Hall is currently registered in the name of the Parish Council, the services of a Conveyancing Solicitor will be required to assist with the legal formalities of transferring the title to the CIO. The Parish Council agreed to the proposal as laid out in the letter sent to the PC dated 12th December 2017 (see Attachment 2)

ACTION: AL to contact Gavin Clark of Pellmans to discuss the possibility of using Pellmans, even though they are representing the Hall on this matter.

151/17. Planning Applications:

Number	**Name**	**Date received**	**Date due**	**Response**
17/03864/FUL	Farm Buildings, Wilcote Manor Farm, Wilcote	14/12/17	4/1/18	The council agreed no objections overall, but would like to see the heights of the ridge and eaves recorded.
17/03982/FUL	Whitehill House, East End, North Leigh	20/12/17	10/1/18	The council agreed to no objections overall. The council would like to have it defined what the current use of the ground floor is as well as what the parking arrangements will be.
17/03920/HHD	4 Perrott Close, North Leigh	28/12/17	18/1/18	The council agreed it has no overall objections to this application. The council would like to ensure that the planning officer is happy that there is no negative impact on the neighbour to the east (no 2) whose garden may suffer some loss of light.

				The council would also like to there to be a condition to limit the on-street parking of working vehicles so as to limit disturbance and impact on neighbours.

AL reported that she had received planning application 18/00042/HHD for the installation for a LPG storage tank at Tulyar, The Green, East End. AL to ask for an extension until after the council's meeting on the 8th February so the application can be voted on publicly.

AL also reported she had just received notice of Bellway's revised plans. Once the plans are received, the Planning Working Group will meet to review them and report back to the council. HSJ suggested holding a public meeting where the public could see the plans.

136/17. Open Spaces Report

- **Adventure Playground lease:** AL reported she has been in touch with Suzi Barton, the Estates Officer of Cotswold, Forest of Dean and West Oxfordshire District Councils and is waiting for her to come back with legal documents. Suzie Barton has agreed to give the council a key to the Adventure Playground so mowing can resume.

- **School Playground lease:** AL reported she has an e-mail in to Gavin Clark of Pellmans to see if we can utilise them on the next steps.

  ACTION: AL to follow up with Pellmans regarding this.

- **Playground inspection/reports:** No inspections were given.

  ACTION: AL to create a list of councillor responsibilities.

- **Grass cutting - contracts:** The council reviewed the grass cutting tender and added a few bits. AL will revise the tender and send to the council for approval and posting on the website.

ACTION: AL to send revised tender to the council. GM to post tender on the website.

HSJ reported that he knows of an area where there are wardens that work to look out for footpaths and the council agreed it would be useful to have a representative come to speak on this to the council.

ACTION: HSJ to arrange the above.

137/17. Finance

Payments to be authorised

Payee	Item	Cheque number	Amount	VAT	Total	Date
Allison Leigh	Clerk Salary	102676	440.76	0	440.76	31/1/18
WODC	November payment for fortnightly cleaning of Adventure Playground	102677	110.06	22.01	132.07	11/1/18
Allison Leigh	Mileage and expenses	102678	69.70	0	69.70	11/1/18
HMRC	PAYE	102679	81.80	0	81.80	11/1/18
NLYP	Room hire	102680	20.00	0	20.00	11/1/18

Receipts since last meeting

Payee	Item	Amount	Date
None			

Account Balances as of 31/12/17

Community Account
GB50MIDL40470760614815 £ 18,935.67 (.10 discrepancy due to a cheque they cashed incorrectly. I will need to see if a signatory can sort out)

Business Money Manager
GB34MIDL40470771294318 £ 44,179.84

138/17. Cemetery/ Churchyard:

- **Activity:** AL reported that there are 2 upcoming burials and that she continues to work on updating paperwork.

- **Bench donation:** AL reported she had e-mailed Margaret Dixon to say the council has been trying to view the bench, but is not having luck contacting anyone. If this is unresolved by next meeting, the council agree to not proceed with the bench.

  ACTION: AL to follow up with Margaret Dixon.

  ACTION: AL to work on typing regulations for posting by Richard Langley on Turner Hall notice board.

155/17. Traffic/Highways Matters/Speedwatch

AC reported he had sent the information from past Speedwatch events to TVP, but has not received any feedback.

ACTION: AC to follow up with TVP as to feedback.

ACTION: AC to provide HSJ with an update prior to the next NAG meeting.

ACTION; AC to follow up with TVP on training.

AC reported that Speedwatch will start up again in mid to late February. He indicated that once a week would be ideal to hold Speedwatch events.

ACTION: AC to work on a schedule for February – April.

156/17. Correspondence: It was noted a communication had been received with regards to Windmill House being an unoccupied residence.

AL reported she had received a request for donation from Oxfordshire Association for the Blind.

ACTION: AL to contact Oxfordshire Association for the Blind with regards to what help is given by them in North Leigh.

The issue of salt bins arose. Each year OCC refills the bins as required as well as delivers a bag of salt to the village. Richard Langley has many bags of salt housed with him which have gone unused and he would like to see them go from his property. The question arose as to where the future storage could be. HSJ raised a possible new salt storage area by the nursery.

GM reported that there is a NYLP bi-annual meeting on the 18th January at 6pm in Turner Hall. HSJ indicated he would endeavour to attend.

157/17. Matters for report: To raise matters for discussion without decision or items for next meeting: None

Date and time of next meeting: Thursday 8th February 2018 at 7.30 pm.

The meeting closed at 9:40pm.

Chairman …….

Date ……

ATTACHMENT 1

The recent snowfall set me an unusual challenge. I was live on Radio Oxford explaining how the crews had been out 5 times (1200 miles per run) over the previous 24 hours gritting and ploughing the roads, when they asked me to take a question from Becky. She explained that her road was on a hill, they could not clear the snow and they had to get out as her husband's funeral was at 11:00am.
I was not sure if we could clear the road within 3 hours; but I would see what could be done. I was delighted that the crews worked hard to get to Becky within 2 hours to clear the snow, enabling her to attend the funeral. I would like to thank all the crews for their hard work over that period.

Previously we had local plans in place to clear the snow and grit the pavements; but it is a few years since we last had a similar amount of snowfall. The plans appear to have slipped. If anybody is willing to help out during any future snow, please contact me. The equipment is ready and available. We just need a group of volunteers to help.

For details of what can be done during adverse weather please go to the Oxfordshire County council website, http://ow.ly/qBVL30hjvCd.

I attended the Great Western Railway stakeholders meeting to listen to their future plans; more importantly to press for more services for Hanborough station. The half hourly service at Oxford parkway highlights the lack of a similar service at Hanborough particularly in the evening. If we had the same service, then more people would use the train rather than driving past going to Parkway. It would link better to the 233-bus service taking cars off the A4095

The Local Government settlement did not provide a solution to the withdrawal of the £4.5 million pa transition fund that we have received over the last 2 years whilst moving towards the new funding formula to reflect need that has now being delayed. This creates another pressure on the budget however the government has increased our ability to raise council tax by an additional 1% over the next 2 years although this would mean a potential increase of 5.99% in 2018/19 when the Adult Social care precept is taken into account and 2.99% in 2019/20. We continue to work hard to reduce the pressure on the system but Children's Social Care is seeing an increased demand; the number of Looked After Children is now over 700, which is an increase of 63% since 2010. The budget will be decided by Full council 13th February.

This Christmas I volunteered at the Charity lunch at the Kings Centre helping to feed over 600 people of all ages.

ATTACHMENT 2

Letter from Memorial Hall