MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 9th November 2017 at 7.30 pm.

Present: G. Matthews (Chair) (GM), S. Cusick (Vice Chair) (SC), C. Frost (CF), I. Hogg (IH), J. Nicholson (JN), P. Lawrence (PL), D. Fettes (DF), A. Clements (AC), H. St John (Councillor and District Councillors) (HSJ), L. Walker (County Councillor) (LW)

In attendance: Allison Leigh (Clerk) (AL), Pat and David Gooday (members of the public)

109/17. Apologies for absence: None

110/17. Declarations of interest: None

111/17. Minutes of meeting held on 12th October 2017:
Minutes were approved and signed with the removal of reference to duration of playground lease.

112/17. Public Forum: Two members of the public attended to observe the meeting.

113/17. District and County Councillors Report:

OCC

LW reported that Virgin Media is up to date with repairs and will check as to when the 2nd phase will begin.

LW reported that Common Road flooded due to a drain issue, but has been repaired.

LW reported that potholes are occurring and asked for people to report any issues to him and/or on Fix My Street.

CF raised an issue with regards to Virgin Media on Windmill Road, which has been repaired.

LW reported that the verge cleaning in the village worked quite well.

WODC

HSJ reported that Bellway Homes is revising their plans, but they have not yet been received. Thus, it is unknown whether what has been asked of them has been implemented.

HSJ proposed a public meeting where the new plans can be reviewed with WODC. The council wishes to be clear that this will NOT be a Parish Council (PC) meeting, but a WODC meeting. Any PC members wishing to attend will be there as audience members only. The council will be consulted again on revised plans once issued. HSJ indicated this will not go to planning committee in November, but possibly in December or January.

HSJ indicated the current proposal is not something about which Highways is happy due to the current footpath proposal.

HSJ reported the Local Plan may be reviewed by the inspector around Christmas/New Year.

HSJ reported on the new waste contractor and indicated to contact him with any issues.

114/17. Thames Valley Police Report:

There was no report. HSJ reported there is a Neighbourhood Action Group (NAG) meeting on Monday 13/11/17. HSJ asked if anyone has noticed an increase in fly tipping which no councillor had.

115/17. Neighbourhood Plan:

The council would like to have this on the December agenda.

ACTION: AL to ask Community First Oxfordshire about the benefits of membership.

116/17. Standing Orders and Financial Regulations

The council agreed to adopt revised Standing Orders at the AGM.

ACTION: AL to bring revised Standing Orders to AGM in May.

The council agreed to let its current Financial Regulations stand.

117/17: Virgin Media:

AL reported the £550 good will payment had been received. As mentioned earlier, LW will check on when the next phase of work will begin.

118/17: Data Protection Regulations:

AL reported that new Data Protection Regulations will come into effect in May 2018. HSJ reported he had been on a course regarding these.

AL indicated that the Cemetery is where most record keeping is involved.

ACTION: AL to advise when there is a training course on this.

119/17. Planning Applications:

Developments/section 106 monies: IH reported there was a meeting with Martin Holland of WODC to discuss what section 106 monies are available and for what purpose.

Martin Holland is going to look at making a bigger space on the Rectory Homes site for play.

The next step is for the PC to come up with a plan and get it to Martin Holland for review.

IH to talk with Nicole of Oxfordshire Playing Field Association regarding a meeting on ideas.

Once the plan is submitted to Martin Holland, he will review and release funds if he feels the plan is appropriate.

GM indicated the council should take this opportunity to improved things in NL. The council agreed.

Number	**Name**	**Date received**	**Date due**	**Response**
17/03212/HHD	29 Common Road North Leigh	24/10/17	14/11/17	The council agreed to respond with no objections.

120/17. Open Spaces Report

- **Adventure Playground lease:** AL reported that Suzanne Kane of WODC is to meet with Martin Holland about this and then report back.

- **School Playground lease:** GM believes the council should agree to OCC's terms even though there are elements that are not favourable. The council agreed to this with the exception of HSJ and PL.

  ACTION: AL to contact OCC with regards to next steps.

- **Playground inspection/reports:** IH indicated there are no issues other than some low hanging branches to be dealt with. He indicated the Adventure Playground grass needs one more cut before the end of the year.

  ACTION: AL to contact MV Firmin requesting one more cut for the Adventure Playground.

  CF reported the grass at Cuckamus Green needs one more cut before the end of the year.

  ACTION: AL to contact WODC requesting one more cut for Cuckamus Green.

  CF reported the notice board at Cuckamus Green is looking tired. The council indicated the Women's Institute had purchased it.

  ACTION: AL to contact the WI regarding the notice board.

It was noted that there is no key to the notice board by Turner Hall and that the Cemetery Regulations posted are out of date. GM to contact Richard Langley to see if he might have a key.

- **Grass cutting:** AL reported that the grass cutting contracts are up in March 2018.

  ACTION: AL to check as to whether or not the council needs to advertise in terms of going to tender.

AL reported that Hailey Parish Council are members of Parish Online who create maps they use for grass cutting. The council agreed to the cost of £76 + VAT to join Parish Online.

ACTION: AL to explore the benefits of membership.

121/17. Finance

- **Finance Report**

Payments authorised

Payee	**Item**	**Cheque number**	**Amount**	**VAT**	**Total**	**Date**
Allison Leigh	Clerk Salary	102662	440.76	0	440.76	30/11/17
LexisNexis	Local Council Administration book	102663	64.60	0	64.60	9/11/17
VOID as cheque to be made out to Royal Brigit Legion	Poppy wreath	102664	17.00	?	17.00	9/11/17
WODC	Rent of land at Windmill Road	102665	25.00	0	25.00	9/11/17
WODC	September payment of A Playground cleaning to be accredit for overpayment					n/a
WODC	October payment for	102666	110.06	22.01	132.07	9/11/17

	fortnightly cleaning of Adventure Playground					
NLYP	Room hire	102667	20.00	0	20.00	9/11/17
North Leigh Memorial Hall Trustees	Hire of hall on the 14th Sept for PC meeting	102668	27.30	0	27.30	9/11/17
Allison Leigh	Mileage and expenses	102669	28.20	0	45.00	9/11/17
Royal Brigit Legion	Poppy wreath	102670	17.00		17.00	9/11/17

Receipts since last meeting

Payee	**Item**	**Amount**	**Date**
WODC	Precept	18960.50	17/10/17
McNicholas Construction	Virgin good will payment for use of Cuckamus Green	500.00	6/10/17
SR Childs	Fees for Frank Wilson burial (only £400 paid at time of grave purchase he is a non-resident)	400.00	9/11/17

Account Balances as of 31/10/17

Community Account
GB50MIDL40470760614815 £ 20,657.25

Business Money Manager
GB34MIDL40470771294318 £ 43,105.56

- **2018/9 Budget Review:** AL presented a draft budget for 2018/2019. The council made minor changes.

  ATION: AL to update the budget for the December meeting in preparation for approval/precept discussion.

  A question was raised as to what the PWLB loan is for.

  ACTION: AL to research this.

122/17. Cemetery/ Churchyard:

- **Activity:** AL reported on recent burials in the Cemetery

- **Bench donation:** The Baldwin family have asked if the council would like a bench they have for the Cemetery. SC is looking into the condition of the bench, but having difficulty getting in touch with someone to view it.

  ACTION: SC to continue to follow up.

  AL continues to update files.

  ACTION: AL will work on regulations stipulating requirements for digging in North Leigh Cemetery.

123/17. Traffic/Highways Matters/Speedwatch

There have been several Speedwatch events. It was reported that the speed by the school around lunch times was fine.

At East End, 50% of drivers were travelling over 30mph and 30% were travelling over 35mph.

There is to be a Speedwatch event on Friday 10/11/17.

The information gathered by Speedwatch NLN will be sent to Thames Valley Police.

AC to receive training and is looking at a risk assessment.

Speedwatch will gear up again in January as AC is away.

AC indicated he is happy for any suggestions.

124/17. Correspondence: None.

125/17. Matters for report: To raise matters for discussion without decision or items for next meeting:

Emergency Planning to go on the next agenda.

CF reported the potholes on Bridewell Close have not been marked up and are very much worse regardless of having been reported.

ACTION: LW to review.

CF reported that after have rain, there is a problem with the drain at the bottom of Perrots Close. It is believed to be a fault in the pipework. LW suggested contacting Thames Water.

CF reported that some residents have suggested an area for refuse lorries – and other vehicles – to pull over by the Bridewell Close and Church Road footpath.

SC reported she attended a GP series meeting in Witney.

North Leigh Youth Project has expressed interest in the next litter pick.

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Date and time of next meeting: Thursday 14th December 2017at 7.30 pm.

The meeting closed at 10:00pm.

Chairman …….

Date ……