

MINUTES of the meeting of the Annual Parish Meeting held on the 30th May 2019

Present: G. Matthews (Chair), S. Cusick (Vice Chair), Councillors A. Clements (AC), D. Fettes (DF), I. Hogg (IH), C. Frost (CF), J. Nicholson, J. Minch (JM), Parish and District Councillor Harry St John (HSJ) and County Councillor L. Walker (LW)

In attendance : Allison Leigh (Clerk) (AL), PCSO Hilary Rabson, Luke Nurser of Ennismore, Andrew Eaton of JPPC Chartered Town Planners and Jessica Stewart of Comm UK Ltd

1. Apologies for absence: None.

2. Minutes of the Annual Parish Meeting on 24th May 2018: The minutes were approved and signed.

3. Matters arising: AL reported that matters arising were issues with Bellway, issues with speeding and an issue with a hedge. All have been dealt with through the year, with issues with Bellway still being dealt with and speeding being handled by the Speedwatch team.

10. Report from PCSO – Hilary Rabson: Note: This had been item 10 on the agenda, but needed to be moved earlier. PCSO Rabson introduced herself as the PCSO for Witney. PCSO Helen Keen has moved onto Woodstock and now North Leigh and Cassington are being handled by Witney Rural and PCSO Hilary Rabson.

PCSO Rabson reported that the PCSO system is borderless, so if there is an issue, it will be covered. She reported she can be reached via her e-mail. Issues can also be reported to 101.

She reported there is not a real crime issue in the area. She reported that there is a team dedicated to drug lines near Witney.

She urged anyone who sees anything unusual or suspicious to please report it so they can investigate.

PCSO Rabson raised the issue of parking by the school during busy times. She reported that letters have been sent to parents and suggested that Year 6 students, accompanied by a teacher, campaign outside of the school. Issues such as parking are best handled via the e-mail. She gave AL stickers and posters to put around and on offending cars.

PSCO and AC are to speak about NLPC borrowing the police speed equipment. AC will e-mail PSCO Rabson about paperwork and training.

4. Report by Chairman of Parish Council – Greg Matthews, Chairman, Parish Council: GM reported the following about the 2018/2019 Parish Council year:

- Paul Lawrence stepped down from the council creating a casual vacancy. Interviews were held and Julie Minch was co-opted as councillor at the February 2019 meeting

- There have been several issues with the works at the Bellway development such as dust, flooding, rubbish, noise and mud on the road. A representative from Bellway was invited to the meeting, but was unable to attend.

- General Data Protection Regulation: The council continues to work to comply towards the new regulations and the council adopted a Staff Privacy Notice and General Privacy Notice at the March 2019 meeting.

- The planning group has moved to being digital and now reviews all planning applications online. This involved the purchase of a new projector and laser pointer for which the council received a grant from West Oxfordshire District Council.

- The grass cutting has improved greatly since the new contracts have been in place from 1st April 2018.

- Two new noticeboards have been erected: one at Cuckamus Green and one at East End. These are in response to comments that they were looking untidy. The noticeboards are enclosed to prevent weather damage of items. There is a section for the public to use that is unlocked and Parish Council sections for which the clerk has keys.

- Highways – There have been accidents on New Yatt Road and Park Road. There have been some road repairs and people are urged to continue to report any issues.

- Speedwatch – there have been numerous Speedwatch events over the past year. The speeds of 4,379 vehicles have been captured with 1/3 travelling over 30mph and 500 travelling over 35mph. There are about 3 to 4 surveys per month. The council is currently using its own equipment which is a speed gun, but is looking to borrow the police equipment with a view to possibly purchasing its own. The cost of this is in the realm of £2-3,000.

HSJ indicated there are 2 speed signs on either side of the school and he enquired as to their maintenance. LW will look into this.

- Litter pick: There was a litter pick organized by CF. It was the 3rd weekend in March for a few hours each day. There was a good turnout of cubs, scouts, beavers and girl guides. There were 7 adults. 13 large bags of rubbish and one or 2 large items were collected by West Oxfordshire District Council.

CF offered a big thank you to the youth of the village.

- Broadband: Gigaclear is about to be live in New Yatt and East End. Gigaclear hasn't been tidy in its work, but residents are happy to have high speed internet access.

- The War Memorial was cleaned for the WWI centenary in November.

- The Parish Council has an agreement to donate to the library through March 2020. The Friends of Library group is established.

- The Cemetery has a new gate as well as a new bin collection arrangement with a private contractor. HSJ and AC carried out inspections of the memorial stones in January 2019.

- £50 worth of bulbs were purchased from the Friends of St Mary's and planted around the village in November.

- Playgrounds: GM noted that the council has been told that some residents think the parish council wishes to abandon the playground. GM explained the council is in a holding pattern as it is waiting for Oxfordshire County Council to come back to the council with a proposed lease as OCC own it.

GM noted that the process of renewing the lease has taken an extremely long time. He noted that in the review of the lease, the council's solicitor had noted many issues. The solicitor has written to OCC and the council is waiting to hear from them.

The council very much supports the playground.

- Plans for 2019 2020: The council plans to put new bus shelters at Cuckamus Green.

5. Parish Council Accounts for 2018/2019 – Allison Leigh, Clerk: AL reported that the accounts for 2018/2019 have been completed and reviewed by the internal auditor who has deemed them in order. The council will review the Annual Governance and Accountability Report at the subsequent Annual General Meeting with a view to sign. From there, the clerk will be posting the Notice of Public Rights in June. This will have the clerk's contact details should anyone wish to review the accounts within the period designated on the form.

The council opened with a balance of £57,963 and ended with a balance to carry over of £65,408. The council was under budget.

The 2019/2020 budget was approved at the meeting with a precept set for £34,504, which is lower than that of 2018/2019.

6. Report by County Councillor – Liam Walker: LW reported that he looks after 8 parishes. He discussed 4 key areas:

- Highways: The repair of potholes is improving. Fix My Street is a valuable tool on which to report highways issues. He noted that white paint around a pothole indicates it will be done within 28 days – 48 hours if very deep. Yellow paint indicates there is a strip of road to be done. The budget has doubled for highways.

It was noted that work on the A4095 at Boddington Road is in the 2019/2020 budget.

In terms of public transport, the area has lost the Number 11 bus service. OCC is investing in Hanborough Station with an extended platform and a new station building.

- Development: There have been many issues with Bellway and LW noted he is appalled that a representative from Bellway did not attend this APM. He noted that the

speed humps are problematic as they weren't ordered properly, but that these will be fixed once building work is complete.

It was noted that the traffic calming is very bad. HSJ noted that he feels Bellway is not very communicative.

It was noted that the signs from New Yatt Road were problematic. LW noted there will be a safety audit and this will be looked at.

It was noted that there was damage to a verge on Common Road caused partially by Bellway vehicles. Bellway have indicated they will repair this.

- Parking/speeding: the parking issues at the school were noted again.

LW gave praise to AC for his work on speedwatch.

Issues with road markings were raised and LW said to put any issues on Fix My Street. North Leigh is in the pipeline to be done once the development is complete.

It was noted that there is some hedgerow blocking signs on the A4095. Representatives from Eynsham Hall will have a look at this in terms of who is responsible.

7 Harry St John

HSJ reported that Gigaclear is filling the gap of the final 10% where there was not high-speed internet coverage.

WODC tax is the lowest council tax in the country.

HSJ noted that the Local Plan has been adopted, but was too late to assist with the prevention of the Gladman development.

WODC has upgraded many of the leisure centres in the area.

WODC has done a lot with accommodation for the homeless and has opened a house in Chipping Norton where people can be cared for.

Cottsway is working on project to help those under 35 with housing. There is a program to put people in houses that they help to do up.

It was noted there is a high presence of 5-star restaurants in West Oxfordshire.

HSJ reported he had done a tour of the sewage treatment works. He asked that this anyone has any issues noted to let him know.

He noted there have been 20 incidents of raw sewage going into the stream at Church Hanborough.

HSJ noted that Tom Drake of Bellway has left his role. HSJ noted one of the first things the new person has done is enforced no radios on the site which is a good start. He

noted there is still material being delivered and some lorries are not covering mud/dirt on them which causes an issue.

HSJ noted that the council will need to keep updated on what is happening with the Garden village and any implications for North Leigh

8. Report by the Memorial Hall Trustees – Paul Burgum

Paul Burgum was unable to attend, but provide the following report which CF delivered:

Trustees at 31 March 2019 were:

Paul Burgum
Annette Duffell
Carol Frost
Wendy Goddard
Jim Nicholson
Harry St John
Peter Walker
Peter Van Cauwelaert
Jeremy Taylor

OBJECTIVES AND ACTIVITIES

The North Leigh War Memorial Hall is now a Charitable Incorporated Organisation (CIO), changing to this model on 1st April 2018. As a Charity, our objectives are the provision and maintenance of a village hall for the use of the inhabitants of the Parish of North Leigh and the repair and maintenance of the Memorial Cross in North Leigh Churchyard.

Public Benefit

In setting the objectives of the Charity and planning our activities, the Trustees have paid due regard to the public benefit guidance published by the Charity Commission.

ACHIEVEMENTS AND PERFORMANCE

Investments

There have been no capital investments across the year, which was as per our plan.

Incoming Funds

- Our fund-raising activities this year generated just over £1,000
- Our income from hire of the hall was £13,174,
 - Rental from the library, youth group and Post Office totaled £10.6 k and was in line with budget.
- We also received £1,292 from the Feed in Tariff, for electricity generated by the panels on the hall roof.

FINANCIAL SUMMARY

On the balance sheet, our overall expenditure has exceeded income for the year by £6,850. This includes exceptional expenditure of £1,020, being the legal costs of transferring the building to the CIO. However, it also includes depreciation charges of £13,020 which of course is not a cash cost to the Hall.

The major part of our income comes from lettings and rental of the hall and this has increased this year only very marginally from £23,630 in 2018 to £23,778 this financial year.

Costs have mainly been in line with our forecasts. Recognising the age of the building and finding that we are spending larger sums on general maintenance, repairs and premises expenses we had budgeted £12,000 in the year for some routine work and a contingency for unexpected issues.

In fact, we spent rather less than that with a total of £5,003 being spent in the year. A substantial part of this expenditure, around £1,600 was on repairs to the hall lights and a further £500 was spent on the maintenance of the emergency lighting.

We completed a Fire Risk Assessment with an external professional, which was prepared at a cost of £430. Several recommendations were made, including the installation of additional automatic door closing devices, as well as modifying the side gate for emergency egress. This work is scheduled for the coming months.

It is expected that maintenance and premises costs will be higher in 2019/20 and an Electrical Installation Condition Report has already been completed at a cost of £ 2,400. Remedial electrical work has been identified as a result of the survey, and this work will be carried out over the next few weeks.

We are in a comfortable cash position with our bank balance having increased by £7,697 on the previous year to £45,330 but we are very aware that any large repair to the building could use a substantial part of that.

We are grateful to the Parish Council which, during the year voluntarily arranged the cleaning and repointing of the War Memorial and took responsibility for the cost of the work.

PLANS FOR THE FUTURE

The Trustees aim to continue to run and maintain the Hall for the benefit of the village. There are no major plans for the coming year other than to ensure that the hall is in a good state of repair for the users.

9. Report by Village Charities – Carol Frost:

CF reported that the Village Charities have been in existence for many years. They own small pieces of land for grazing and have a small amount of money. For Christmas there are 42 people in the parish to whom the charities give £12 as a gesture.

The charities have strict criteria for assisting, but do have funds to help. The charities link with the headmistress of the school to ensure the school is aware of the charities and help they can provide.

10. Report from PSCO – Hilary Rabson: SEE PAGE 1

11. Update from Eynsham Hall

It was reported that Eynsham Hall had been purchased in March 2018. They had a meeting with OCC and WODC and plan to submit a planning application in the September timeframe.

It was noted that the gate at the front will be removed which may assist in terms of traffic. There will be an entrance and there will be another area for exit.

It was noted that the 40mph limit on the A4095 may be lengthened.

It was noted that there will be a public consultation from the 18th – 20th July 2019.

The issue of green energy was raised. Ennismore said they have considered various options. It was noted that there will be electric charging point in the car park.

They noted that construction will take approximately 18 months from the time of approval.

They will be planting more trees than they are removing.

The lease is restrictive in terms of walking, but dog walking is still ok.

12. Open Session: The dangerous driving of Bellway vehicles was noted.

It was noted that future dates should be put in the NLN.

The meeting closed at 9:05 pm.