

STONESFIELD PARISH COUNCIL

MINUTES 2017/10

Minutes of the Parish Council Meeting held on Thursday 11th October 2017 in Stonesfield Village Hall. Meeting commenced at 7.35pm.

Members present: Cllrs Wendy Gould (Chair), Frank Huddleston (Vice Chair), David Brown, Geraldine Lawrence, Phil McArdell, Jim O'Brien,

Others present: Gill Hill (Clerk), District Cllr Richard Bishop plus four members of the public.

232. It was not apparent that the meeting was being recorded.

233. There was no participation from the public.

234. **Apologies for absence**

Apologies were received from Dave Baldwin, Nigel Villiers & Ian Hudspeth..

235. **To receive declarations of pecuniary interest** from Councillors relating to agenda items. There were none.

236. **Minutes:** The minutes of the meeting held on Thursday 14th September were approved and signed.

237. **Matters of report arising from the minutes**

There were none.

238. **District Councillor's Report**

Cllr Richard Bishop reported that response to the revisions of the Local Plan was not expected before November or December and so the CALA Home application may be delayed again. He explained about the newly created company Publica wholly owned by four councils, Cotswold, Forest of Dean, West Oxfordshire District Councils and Cheltenham Borough Council. The new waste contract was experiencing a few teething problems which should be sorted out in two weeks. Flyaway plastics should be placed in the household waste bin.

County Councillor's Report

This is attached, received in the absence of Cllr Ian Hudspeth.

239. **WODC Leader's Housing Pledge**

Concern was raised that the Leader of WODC was supporting the building of more houses in the area rather than fewer.

240. **Playing Field Report**

240.1 The mobile phone mast is still awaiting approval.

240.2 The new MUGA equipment has been abused by a couple of adolescents. It had been agreed by the Playing Field Committee to purchase a brush for the tennis courts and the MUGA. Funds to be part of the maintenance contract. Much of the maintenance is being done by the Playing Fields Committee.

240.3 **Registration of the Playing Field & Village Hall**

It was agreed to ask Deborah Finan of LCF Law to handle the registration of the Playing Field and the Village Hall as two separate applications since she had handled the same issue with the mobile phone mast.

Proposed by Cllr Frank Huddleston, seconded by Cllr Jim O'Brien

241. **SCT**

Cllr Phil McArdell reported a status quo and that there were still no new trustees. This prompted a long and detailed discussion as to the purpose of the SCT and how matters were being handled. The SCT was formed to help residents of Stonesfield and when created it had a tremendous reputation throughout the country.

242. **Pre-School** update

There was no further information.

243. **Village Hall**

The registration of the Village Hall was taken together with the Playing Field in item 240.3.

244. **Glebe Land**

There were three quotations received for the repair of the steps and the handrail: Tudor Stone £1774.86, Rob Atkinson £1697.92, Geoff Booth Landscaping

£290.00. It was agreed to accept the offer of £290.00 to repair the steps and handrail to a safe condition. Proposed by Cllr Frank Huddleston, seconded by Cllr Geraldine Lawrence.

RESOLVED to offer job to Geoff Booth

245. **New Cemetery:** Progress report

Completion cannot take place until the site is cleared.

246. **Working Group for Finance & Planning**

Cllr Phil McArdell presented his updated report.

247. **The Common**

247.1. A Working Group to be arranged to handle the noticeboard content. Richard Morris to be involved.

247.2. Heather McCulloch, Shared Healthy Communities Manager from WODC will attend the Parish Council meeting in January 2018 to advise on the noticeboard and ten-year grant.

248. **Rights of Way in Future**

This item was taken earlier in the meeting after 237.

In 2026 any historic footpath/rights of way or ancient lanes that are not on the OCC Definitive Maps will be lost forever. This news prompted advice from Richard Morris who is very knowledgeable on this subject. He provided an explicit map of footpaths showing 'footpaths to be added to the definitive map' and 'footpath anomalies to be corrected'.

ACTION: Clerk to seek advice from OCC Footpaths/Bridleways

249. **Proposed Crematorium in Woodstock**

The Council was pleased to hear of the proposed Weaveley Arboretum Natural Burial Cemetery to be situated near Woodstock. The invitation for Councillors to visit may well be taken up.

ACTION: Clerk to advise David Wilson of Weaveley Arboretum

250. **Planning**

Applications received from WODC

17/02982/HHD Front porch to existing end terrace dwelling 50 Longore.

No objection from the Parish Council.

17/03281/HHD Erection of two storey extension to provide garage and bedroom above. Glenrise, Churchfields. No objection from the Parish Council.

251. **Other Planning Issues**

251.1. CALA Homes – members of the Parish Council together with Martin Armstrong and Jim Astle met with Giles Hughes, Head of Planning at WODC to discuss the CALA Homes amended plans 17/01670/Land east of Stonesfield Woodstock Road. The concerns and issues were brought up and as a result Martin Armstrong and Jim Astle will put together a letter to WODC.

251.2 **Pye Homes & Chicane** – Lighting at street hump complaint

There is no intention to introduce street lighting in Stonesfield. The light is by the hump in Woodstock Road as a matter of safety.

ACTION: Clerk to contact OCC

251.3 **North Farm**

No decision has been made to date.

252. **Speeding in Stonesfield**

252.1 A traffic survey is to take place for one week at the bottom of Laughton Hill.

252.2 Faded white lines will hopefully be repainted in the near future.

253. **Financial Matters**

253.1 The monthly financial summary was circulated at the meeting.

253.2 The following invoices were approved for payment:

C No. 101913 Castle Water Cemetery Tap 25/3-31/10/17	£ 6.25
C No. 101914 G Booth Paving Tennis Court area	£345.00
C No. 101915 WODC Grass Cutting 5/7/17	£ 90.06
C No. 101916 WODC Grass Cutting 3/8/17	90.06
C No. 101917 Tudor Stone Glebe Land 4 posts	£ 72.00
C No. 101918 BDO LLP External Audit	£240.00
C No. 101919 Clerk's Salary October	£432.00
C No. 101920 HMRC October	£108.00

- C No. 101921 Turney-Groundforce Brush for tennis courts £666.00
 C No. 101922 Clive Parsons October salary £ 37.50
- 253.3 Insurance renewal – three quotes were received as follows:
 Zurich 1 year £414.59; 2 years £404.37; 3 years £394.14
 Hiscox 1 year £294.74 2 years £280.00
 Ageas 3 years £329.37 per annum
 The decision was made to take the Hiscox policy through Came & Company Insurance Brokers.
RESOLVED: Hiscox to underwrite the Stonesfield Parish Council insurance policy through Came & Company Insurance Brokers with effect from 13 October 2017.
- 253.4 **SPC's new Grant and Donations Policy**
 The new Grant and Donations Policy together with the Application Form were accepted by the Parish Council, signed and approved.
- 253.5 To receive the External Auditor's report for 2016-17
 The only issue noted by the External Auditor was that the Risk Assessment had not been minuted for the year ended March 2017. The recommendation was that the risk assessment be reviewed and minuted at least once a year before the end of the financial year.
- 253.6 Staff Appraisals
 Clerk to have an appraisal at a date convenient to the Chair, Vice Chair and Clerk.
254. **Allotments**
 Invoices for rents for both this year 2016-17 and last year 2015-16 have been issued and money is gradually coming in.
255. **Website** – update
 Paul Bates has been working on ideas for the new website. The Working Group need to provide information on what is required.
ACTION: Paul Bates to advise available dates to meet
256. **Report for November Issue of the Slate**
ACTION: Clerk to submit report by 15th October
257. **Correspondence**
- 257.1 The following donations were approved:
 Citizens Advice - £50
 The Royal British Legion - £50
- 257,2 An invitation from the Chairman and Trustees of the Soldiers of Oxfordshire Trust to Councillors to attend an opening reception for the latest exhibition 'Oxfordshire Remembers 1914-18' on 18th November at 4.30pm had been received.
 Unfortunately, none of the Councillors would be able to attend.
ACTION: Clerk to RSVP
258. **Any Other Matters**
 There were none.

Meeting closed at 10.35pm