

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

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MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY 2ND Day of JULY 2002.

1. Present:

Mr L. Glenister, Mrs S. Ganter, Mr J. Roff and Mr T. Saxton and Mrs L. Dresden.

Apologies: Mrs P. Waters, Mr M. Billington, District Councillor.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Monday 10th of June 2002 were read and confirmed as a true record and signed by the Chairman Mrs Susan Ganter.

3. Matters Arising from the Minutes:

- 3.1. **Golden Jubilee. Children's cups.** The Council agreed to deliver the cups on Thursday evening at 6pm.
- 3.2. **Rowel Brook.** No reported problems, brook appears to be flowing well.
- 3.3. **Tree Planting/dead trees.** Dead trees to be replaced in the Autumn.
- 3.4. **Playground: weekly inspections/RoSPA Inspection/painting.** Clerk has not received an estimate from Mr Buswell for the painting of the equipment, Council agreed to ask Brian Knott for a quote. Terry Saxton asked if he could quote for the work. Council unsure of the legal aspect of Councillors being paid for work they carry out, especially the insurance liability and asked Clerk to check with the OALC. Clerk to order bark for under climbing frame.
- 3.5. **Road Issues: grass cutting.** The Council are concerned that Mr Prickett is not cutting the grass back to the hedges and around the crash barriers. Clerk to write asking him to do this and enclose a copy of the schedule as a reminder. The Council discussed whether to leave the cutting of the daffodils as long next year as the late cut left the areas bulbs were planted untidy, it was agreed that the bulbs should flower earlier next year and would not look so untidy. Mrs Ganter reported to the Council that the vehicle counter in Springhill Road was put in by Merton College. The Highways Dept have not fixed the bollard or the hole in the service road near the junction with the A44 southbound. Clerk to contact them again requesting the hole is repaired urgently as it is a potential danger for motorbikes. At the same time clerk to ask for the hole outside house 36 Woodstock Road East be repaired.
- 3.6. **Parish Conservation Plan.** Clerk to ask Helen Morgan for the photographs she has. Mrs Ganter and Mrs Dresden reported that during the visit to the Records Office it was suggested that Parish Councils use acid free paper, Clerk to look into this. The Records Office are also prepared to look after minute books and it was agreed that the Clerk should discuss this with the Record Officer.
- 3.7. **Welcome to Begbroke leaflet.** Clerk confirmed this has now been printed and she has paid the invoice from A-Z Printing. The distribution of the

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- leaflet was discussed and it was agreed to ask Mr Lloyd to deliver these with the January issue of the Link Magazine.
- 3.8. **Tribute to Ron Perry.** Clerk confirmed she had written to Mrs Perry but had not received a response as Mrs Perry is on holiday.
- 3.9. **Parish Walk – 14th July.** Clerk to prepare some leaflets for the notice boards and for the Sisters at the Priory.
- 3.10 **Footpath by Church.** Item 7.2. was discussed. Council not happy with response from the County Council, Clerk to write to Keith Wheal reporting that Daniel Weeks had not considered the Council's concerns in his letter. Mr Glenister reported that Begbroke Lane had not been cut back on Sunday 30th June.
- 3.11 **Mower for Church.** Clerk reported that she had spoke to the OALC regarding the legality of purchasing a mower on behalf of the Church. Their advice is to give a donation towards the cost bearing in mind that the Church will receive some money back from their insurance company. The Council discussed this and Mr Saxton proposed giving the Church £300.00 and Mrs Dresden seconded this. The Council unanimously agreed to give £300.00.
- 3.12 **Bus Shelter Repairs.** Clerk confirmed she had written accepting the quote. Unfortunately Mrs Ganter reported that Mr Bryne would not be able to start until the Autumn. The Council noted this.

4. Report from District Councillor.

Clerk reported that Mr Billington had telephoned her to report that his report from last month was not quite correct. Planning decisions which are controversial would go before the Chairman of the Planning Committee then to the Executive Officers but there would have to be good reasons for this. He does not feel this is very satisfactory.

5. Planning:

Applications:

02/01265/F: University of Oxford, 2 single storey extensions to buildings 318 & 319.

02/01264/F: 48 Fernhill Road, proposed first floor extension to front.

Decisions: None.

The Council discussed the procedure for dealing with planning applications. It was agreed that the Clerk would prepare a standard letter to be delivered to neighbours who are not in when a Councillor calls, to inform them that an application has been submitted and the plans are available if they wish to view them.

6. Council Representatives:

6.1. **A44 Action Group.** No report.

6.2. **BVHMC.** The Clerk reported she had reminded Bob Perkin earlier today that she had not received any accounts from the Social Club. He confirmed that the Management Committee had requested these be presented to them at their meeting next week, before they present them to the Parish Council. Clerk confirmed that she reminded him that the Council would not give any financial help until they had received the accounts. The Council expressed again their concern and agreed that they would attend the Management Meeting the following week.

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7. Correspondence:

- 7.1. OALC – County Circular. Circulated.
- 7.2. OCC – Footpaths. See item 3.10
- 7.3. CDC – Notice of Meeting. Circulated.
- 7.4. CDC – Code of Conduct File. Circulated.
- 7.5. Wickstead Leisure – Credit Note. Clerk reported that she received the credit note before sending off the cheque from last month and noted that the credit was for more than the Council expected. She therefore held on to the cheque and has presented for payment the new figure which is less than that presented last month. Council were happy with this and agreed to pay the new amount.
- 7.6. CDC – Dog Warden, Notices. Noted.
- 7.7. CDC – Bulk purchase of RoSPA Inspections. Noted.
- 7.8. OCC – News. Circulated.
- 7.9. CDC – Whats on Guide. Noted.
- 7.10. Your Owntowpath.com, information. Circulated.
- 7.11. OALC – Financial help to village halls. Copy given to all Councillors.
- 7.12. OCC – Bus routes. Circulated.
- 7.13. OCC – Ditch cleaning. Acknowledgement card.
- 7.14. Aylesbury Mains Ltd. Street lighting. Noted.
- 7.15. NHS – Health Walks. Circulated.
- 7.16. NHS – Agenda for Kidlington Public Participation Group. Circulated.

8. Financial Matters:

- 8.1. Balances as at the 25th June 2002.

Current Account: £ 4,479.22

Deposit Account: £ 9,658.66

Transfer Required: None.

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary)	276.44 ✓
Wickstead Leisure	2689.58 ✓
Mrs H Hastings (A-Z Printing)	37.95 ✓
St. Michael's Church	300.00 ✓

9. Any Other Business:

Date of Next Meeting:

Tuesday 6th August 2002.

Signed

Susan Carter

Dated

06/08/02

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

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MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY 6th Day of AUGUST 2002.

1. Present:

Mr L. Glenister, Mrs S. Ganter, Mr J. Roff and Mr T. Saxton, Mrs L. Dresden and Mrs P. Waters.

Apologies: Mr M. Billington, District Councillor.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 2nd of July 2002 were read and confirmed as a true record and signed by the Chairman Mrs Susan Ganter.

3. Matters Arising from the Minutes:

- 3.1. Golden Jubilee. Children's cups. There are still some jubilee cups not delivered, Clerk will check list and arrange for these to be delivered.
- 3.2. Rowel Brook. It was reported that the bottom of Springhill Road was ankle deep in water due to the very heavy rains but the water soon dispersed and caused no real problems.
- 3.3. Tree Planting/dead trees. It was noted that the dogwood shrubs were overgrown with weeds, Mr Glenister agreed to deal with this.
- 3.4. Playground: weekly inspections/RoSPA Inspection/painting. It was noted whilst carrying out the weekly inspection of the playground that one of the child seats is split and should be replaced. Mr Saxton proposed and Mr Glenister seconded that a new seat be ordered. This was unanimously agreed and Clerk will place an order. The play bark ordered for under the climbing frame was delivered and it was agreed that 5 more sacks of bark should be purchased. Clerk to order this. Clerk handed out certificates to Pat Waters and Terry Saxton for attending the OPFA's workshop. It was agreed that a notice giving the location of the nearest telephone, should be erected in the play area. It was noted that the litter bin had not been emptied and it was agreed that the Clerk should contact Mr Posey, new caretaker of the village hall to see if he would empty the bin and replace the bag. Clerk confirmed she had not received an estimate from Bryan Knott and would chase this. The rocking horse was discussed and it was felt that a grant may be better spent on some new equipment rather than replacing the rocking horse at this time. Mr Saxton volunteered to make a new running board for the horse and it was agreed that he should claim back any expenses incurred. It was suggested that the Clerk should ask for volunteers to raise money for more play equipment in the next Link report. Brambles in the hedge need cutting back, Mr Roff to ask VHMC to attend to this.

- 3.5. Road Issues: grass cutting. Mr Glenister spoke to Mr Pritchett regarding the grass cutting and confirmed that the grass cutting will be carried out during the next 10 days in accordance with the grass cutting schedule. Item 7.3 was read out and noted. Item 7.5. was read out, the Council feel the pedestrian crossing is important and therefore Clerk to write back asking the County Council to give the crossing high priority and send copy to David Cameron MP.
- 3.6. Parish Conservation Plan. Clerk confirmed she had received the photographs from Mrs Morgan and these were circulated.
- 3.7. Tribute to Ron Perry. Item 7.22 was read out and Clerk to get estimate for plaque.
- 3.8. Parish Walk – 14th July. As a result of the parish walk it was noted that an old scaffolding lorry had been dumped by the pumping station on Merton College's Land. Clerk to write to Merton College asking if they have given permission for the lorry to be parked there. It was noted that the lorry had no tax disc. Comments made during the walk were circulated.
- 3.9. Footpath by Church. Item 7.24 was read out and noted.
- 3.10 Mower for Church. Mr Roff confirmed that a new mower and strimmer had been purchased. The Council agreed to give a grant of £300.00 cheque to be made payable to The McCann Appeal Fund Trust.
- 3.11 Bus Shelter Repairs. This will be carried out in the Autumn.
- 3.12 Audit – internal auditor/accounts. Clerk circulated a copy of the accounts for the year ending 31st March 2002, these to be agreed at the next meeting. Mrs Dresden thought she may have found someone prepared to carry out the internal audit for the Council and will report back next meeting.
- 3.13 Planning – letter to neighbours. Clerk produced a draft letter which was agreed by the Council.

4. Report from District Councillor.

5. Planning:

Applications: None received.

Decisions:

02/01047/F. Holly Tree Cottage, 24 Springhill Road, two storey extension to side. Granted.

02/01013/F. 17 Begbroke Lane. Rear extension and conversion of passageway to form enclosed kitchen and utility room. Granted.

02/01264/F. 48 Fernhill Road, first floor extension to front. Granted.

6. Council Representatives:

6.1. A44 Action Group. Mrs Ganter agreed to write to OCC regarding the pedestrian crossing on the A44.

6.2. BVHMC. The Council are still very concerned about the financial situation of the village hall. This was discussed at some length. Clerk confirmed she had still not received any accounts from the Social Club and it was reported that at the last meeting of the VHMC the Agreement between the VHMC and the old Sports & Social Club was produced. It was noted by those Councillors present that the Agreement was not signed or dated. Mrs Pollard resigned as Secretary at the meeting. The Council felt that a questionnaire should be sent to all residents asking what they want from the village hall and are they prepared to see additional money raised on the precept to subsidise it. It was agreed that the meeting with the OALC should be made. Mrs Ganter and Clerk should represent the Council and Mr Perkin and Mr Webster will represent the VHMC.

7 Correspondence:

- 7.1. CDC – New community Project – seniors directory. Noted
- 7.2. CDC - Code of Conduct papers for file, Minutes of Standards Committee and Cherwell Link. Circulated.
- 7.3. OCC – Ditch Clearing in Begbroke. See item 3.5
- 7.4. Shaw & Sons Ltd – Free information leaflet requested by Mrs Dresden. Circulated.
- 7.5. OCC – Road Crossing on A44. See item 3.5.
- 7.6. OCC – Planning Green Paper. Circulated.
- 7.7. Waste Recycling Environmental Ltd. Presentation of funding and grants. Circulated.
- 7.8. Courtyard Youth Arts Centre. Information. Circulated.
- 7.9. OPFA – Certificates for Mrs Waters and Mr Saxton. See item 3.4.
- 7.10. OCC – Mini Gatso Speed Recorder. Circulated. Discuss next meeting.
- 7.11. Alliance Leicester – free banking. Noted.
- 7.12. CDC – Best Value Performance Plan 2002-3. Circulated.
- 7.13. CDC – Countryside Forum – 24th July / Nature Conservation News. Circulated.
- 7.14. OCC – Environmental Services Performance Plan 2002-3, 2004-5 Circulated.
- 7.15. OPFA – Newsletter. Circulated.
- 7.16. OCC- acknowledgement card – A44 pedestrian crossing. Noted.
- 7.17. OCC – News July 02. Circulated.
- 7.18. Regional Transport Strategy Consultation Draft June 02. Circulated.
- 7.19. Chipping Norton Theatre – notices (on notice board)
- 7.20. CDC – Alterations to Register of Electors. Noted.
- 7.21. CDC – Code of Conduct – return of Declaration of Acceptance of Office forms. Noted.
- 7.22. Mrs Mary Perry. Tribute to Ron. See item 3.7
- 7.23. Commission for Racial Equality. Circulated.
- 7.24. OCC – Footpath No. 5. See item 3.9.
- 7.25. Barlow & Son. Statement. Noted.
- 7.26. Oxford Green Belt Network, information. Circulated.
- 7.27. OCC – News August 02. Circulated.
- 7.28. CDC – Alteration to Register of Electors. Noted.
- 7.29. Soverign Play Equipment – Information. Circulated.
- 7.30. ORCC – Village Archive – Mrs Dresden to complete questionnaire.
- 7.31. DCD – The Way Forward Magazine. Circulated.
- 7.32. Barlow & Son. Invoice – Council unanimously agreed to pay this.
- 7.33. Oxford Community Health Council – Annual Report. Circulated.
- 7.34. CDC – Cherwell Environment Strategy. Circulated.
- 7.35. CDC – Notices. Noted.

8 Financial Matters:

- 8.1. Balances as at the 25th July 2002.
 Current Account: £ 604.24
 Deposit Account: £9658.66
 Transfer Required: £200.00

The following accounts are presented for payment:

Mrs H. Hastings (Clerks Salary)	276.44
BVHMC – Hall Rent May-June	20.00
Barlow & Son (Hermitage) Ltd – Bark	84.84
Mrs H. Hastings (Clerks Expenses)	93.57
McCann Appeal Fund Trust (see 3.10)	300.00

9. Any Other Business:

Date of Next Meeting:

Tuesday 3rd September 2002.

Tuesday 1st October 2002.

Signed Susan Canter

Dated 03-09-02

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

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MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY 3rd Day of SEPTEMBER 2002.

1. Present:

Mrs S. Ganter, Mr J. Roff, Mr T. Saxton, Mrs L. Dresden and Mrs P. Waters.

Apologies: Mr L. Glenister, Mr M. Billington, District Councillor.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 6th of August 2002 were read and confirmed as a true record and signed by the Chairman Mrs Susan Ganter.

3. Matters Arising from the Minutes:

- 3.1. **Golden Jubilee. Children's cups (arrangements for delivery).** Clerk confirmed there were still 7 cups still to be delivered. Mrs Ganter volunteered to deliver these.
- 3.2. **Rowel Brook.** The autumn clean up was discussed and concern was raised about the safety of the culvert under the A44. It was suggested that for safety purposes a grid should be erected in front of the culvert. Clerk to write to the County Council asking them to investigate the safety aspect and report back.
- 3.3. **Tree Planting/dead trees (dogwood overgrown with weeds)** It was unanimously agreed to replace the dead trees, Clerk to place an order with Nicholson Nurseries, who supplied the original trees. Mr Saxton is planning to purchase and plant some more daffodils around the new trees and requested a grant from the Parish Council towards this project. Mrs Ganter proposed the Council give a grant of £100 and Mr Roff seconded this. This was unanimously agreed.
- 3.4. **Playground: weekly inspections/RoSPA Inspection/painting.** It was noted that graffiti had been painted onto the new safety tiles, Clerk to contact Wickstead Leisure to ask their advice on cleaning materials to be used. Mrs Ganter raised the question of the RoSPA Risk Assessment, after some discussion it was agreed that the Clerk should send for a copy. Mr Saxton reported that he had fixed two new running boards to be rocking horse. Item 7.26 was discussed and deferred until the next meeting. It was agreed to pay item 7.10 (Invoice from Barlow & Sons for the play bark). Clerk confirmed that Mr Posey is happy to empty the litter bins on the field but that he had noted the litter bin by the road was being used as a dog bin and he raised concern about the health aspect and suggested an official dog bin should be provided. The Council discussed this idea and the suggestion that one should be erected by Solid State Logic, Clerk to get prices of bins and the price to empty them from Cherwell District Council.

- 3.5. **Road Issues: grass cutting.** Item 7.6 was read out, notices have been placed on the notice boards and around the bus shelters. The Council agreed the grass cutting had improved since last month. Mrs Ganter reported that large vehicles using Springhill Road are pushing dirt back into the ditch, it was felt that no action could be taken at this time.
- 3.6. **Parish Conservation Plan.** The Council were happy with the photographs produced by Mrs Morgan and circulated last month.
- 3.7. **Tribute to Ron Perry.** The Clerk reported she had received a quote for the plaque and engraving totalling £33.45. It was unanimously agreed to purchase this.
- 3.8. **Footpath by Church.** Item 7.14 read out and noted.
- 3.9. **Bus Shelter Repairs.** Item 7.22 was brought forward and agreed for payment.
- 3.10 **Audit – internal auditor/accounts.** Mrs Dresden reported that Mr Michael Coughy had agreed to carry out the internal audit. Item 7.16 was discussed although there was some confusion as to when the Statement of Accounts had to be returned. The Statement of Accounts prepared by the Financial Officer last month were agreed and signed by the Chairman and Clerk.
- 3.11 **OCC Mini Catso Speed Recorded (item 7.10 last month).** This was discussed but it was decided not to pursue this.

4. Report from District Councillor.

None received.

5. Planning:

Applications

2/01695/F. 75 Fernhill Road – rear extension to form 3 residential care bedrooms.
02/01701/F. Solid State Logic – conversion of The Coach House into 3 dwellings and construction of a further 2 dwellings.

Decisions:

02/01265/F. Begbroke Business & Science Park, 2 single storey extensions to high bay and annexe – Granted.
02/01311/F. 28 Willow Way, Single storey side and rear extension. Granted.

6. Council Representatives:

- 6.1. **A44 Action Group.** Nothing to report.
- 6.2. **BVHMC.** Mr Roff had no report as there had not been a meeting in August.

7. Correspondence:

- 7.1. Thames Valley Police Authority – Annual Policing Plan 2002/03. Circulated.
- 7.2. Glasdon - Up-dated prices. Circulated.
- 7.3. CDC – Dog fouling problem. Noted.
- 7.4. OCC – Parish Council contact details. Noted.
- 7.5. OCC – Highway Management Policy Manual. Circulated.
- 7.6. OCC – A44 speed limit project, formal consultation period 9th Aug-10th Sept. Noted. Posters on notice boards and by bus shelters.
- 7.7. University of Oxford – Nuisance caused by motorcyclists. Noted.
- 7.8. DEFRA – Parish & Town Councils to retain role in planning. Circulated.
- 7.9. BYHP – small charity wishing to be included in local magazine. Mr Lloyd.

- 7.10 Barlow & Sons (Hermitage) Ltd – Invoice for play bark. See item 3.4
- 7.11 NE Oxfordshire NHS – Kidlington Public Participation Group – Agenda. Circulated.
- 7.12 Thames Valley Crimestoppers – posters (on notice board) Noted.
- 7.13 Chipping Norton Theatre – Autumn 2002 booklet. Circulated.
- 7.14 OCC – footpath No. 5 (by Church). See item 3.8
- 7.15 ORCC – Grants to help with Parish Plan. Circulated.
- 7.16 HLB AV Audit plc – Annual Audit for year ending 31st March 2002. See Item 3.10
- 7.17 OALC – County Circular. Circulated.
- 7.18 CDC – Parish Information Manual. Noted.
- 7.19 English Rural Housing Association – AGM 19 Sept 02 at Steeple Aston. Circulated.
- 7.20 CDC – Revised draft: Cherwell Local Plan 2011. Circulated.
- 7.21 Cancer Research UK – Notice – Stride for life walk. On notice board.
- 7.22 Richard Byrne, Invoice for bus shelter work. See item 3.9.
- 7.23 DEFRA – Rural Services Standards 2002. Circulated.
- 7.24 ERHA – AGM Amendment. Noted.
- 7.25 St Michael's Church, Thank you for donation. Circulated.
- 7.26 Bryan Knott, quote for painting play equipment. See item 3.4
- 7.27 OCC – Archive Information. Noted.

8 Financial Matters:

8.1. Balances as at the 25th August 2002.

Current Account: £ 79.43

Deposit Account: £9,458.66

Transfer Required: £800.00

The following accounts are presented for payment:

Mrs H. Hastings (Clerks Salary)	276.44 ✓
Barlow & Sons (Hermitage) Ltd (7.10)	38.78 ✓
Richard Byrne (7.22)	485.00 ✓

9. Any Other Business:

Date of Next Meeting:

Tuesday 1st October 2002.

Tuesday 5th November 2002

Signed

Susan Beinter

Dated

01/10/02

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

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MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY 1st Day of OCTOBER 2002.

1. Present:

Mrs S. Ganter, Mr L. Glenister, Mr J. Roff, Mr T. Saxton, Mrs L. Dresden and Mr M. Billington, District Councillor.

Apologies: Mrs P. Waters.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 3rd of September 2002 were read and confirmed as a true record and signed by the Chairman Mrs Susan Ganter.

3. Matters Arising from the Minutes:

- 3.1. **Golden Jubilee:** Children's cups (arrangements for delivery). Mrs Ganter will deliver outstanding cups.
- 3.2. **Rowel Brook:** Mr Glenister confirmed that there is a sluice gate outside the Royal Sum Public House and the tunnel should be able to take the water flow. There are two cookers on Merton College land, Clerk to write to Merton College reporting this.
- 3.3. **Tree Planting/Dead Trees:** (dogwood overgrown with weeds) Mr Glenister confirmed that he has cleared around trees and suggested that bark should be laid around each tree. This was discussed and agreed by the Council Mr Glenister will purchase and lay bark over the course of the winter. Clerk confirmed she has ordered the replacement trees from Nicholson Nurseries.
- 3.4. **Playground: weekly inspections/RoSPA Inspection/Painting:** Clerk confirmed she had spoken to Wickstead Leisure regarding the RoSPA Inspection Report on the safety surfaces under the swings. Wickstead would like to see the report, Clerk to forward this to them. It was noted that whilst carrying out the weekly inspection that dog fouling is once again becoming a problem. Clerk to look into purchasing "No Dog" signs. It was noted that cars had been driven through the play area and it was suggested that a barrier should be erected across the access into the play area, Mr Roff will ask the Village Hall Management Committee to consider this. The painting of the play equipment was discussed and in particular Mr Saxton's offer to provide an estimate. The Clerk confirmed that Parish Councillors are able to provide quotes for work undertaken on behalf of the Council but in this instance because Mr Knott's estimate had already been discussed it would not be ethical to now accept a quote from Mr Saxton. Mrs Ganter proposed and Mr Glenister seconded that the Council accepts Mr Knott's quote and this was unanimously agreed. Mr Saxton declared an interest.
- 3.5. **Road Issues:** Grass cutting Item 7.1 and 7.3 were read out and noted.
- 3.6. **Parish Conservation Plan:** Nothing to report.
- 59

- 3.7. **Tribute to Ron Perry:** Clerk confirmed that the plaque had been ordered.
- 3.8. **Audit:** Internal Auditor/Accounts. Clerk confirmed that accounts with the internal auditor.
39. **Dog Fouling:** The Council felt that this was becoming a problem. Clerk reported the prices for dog bins together with the emptying charges and confirmed that Mr Perkin in the Post Office would be prepared to keep the doggie bags suggested by Cherwell District Council in the Post Office. The Council agreed that these suggestions should be put to the local dog owners and the Clerk will include this in the Link report giving costings for each option and asking for resident's views on the subject.

4. Report from District Councillor.

Mr Billington reported that the Council Tax would be increased and mentioned the council house transfers but as Begbroke does not have any council houses did not need to explain this.

5. Planning:

Applications:

02/01874/ADV. The Priory, Erection of 1 No. Floodlit Pole Mount Hording Sign.

Decisions:

6. Council Representatives:

- 6.1. **A44 Action Group.** Mrs Ganter as Chairman of the A44 Action Group confirmed she would be writing to press for the pedestrian crossing.
- 6.2. **BVHMC.** The Social Clubs accounts have now been received. A new committee has been formed after the AGM with Mr Perkin Chairman and Mrs Ganter Secretary, Mr John Webster will continue as Treasurer.

7. Correspondence:

- 7.1 David Cameron MP – Road crossing A44 Begbroke. See item 3.5.
- 7.2 7.2. CDC – Annual Parish Liaison Meeting 7th November, revised format. Noted.
- 7.3 OCC – Road Crossing A44 Begbroke See item 3.5.
- 7.4 OALC – Meeting with BVHMC & PC. 10th October. See item 6.2.
- 7.5. CDC – RoSPA Inspection. See item 3.4.
- 7.6. CDC – Parish Precept, notification of 2nd half. Noted.
- 7.7. NHS – PCT Annual Report. Circulated.
- 7.8. OCC – News, Update on Waste. Circulated.
- 7.9 OALC – Risk Assessment. See item 3.4.
- 7.10 CDC – Annual Parish Liaison Meeting 7th November. Noted.
- 7.11 Oxford Green Belt Network. AGM 16th Oct. Noted.
- 7.12 Information Commissioner – Freedom of Information Act 2000. Clerk to speak to Peter Rooke, Cherwell District Council.
- 7.13 Halcrow Group Ltd – Oxfordshire Transport Networks Review. Details of Workshops.
- 7.14 Alliance & Leicester – Information. Noted.
- 7.15 Clerks & Councils Direct. Circulated.
- 7.16 CDC – Cherwell Local Plan 2011 – Revised Deposit Draft Sept 02. – respond by 25th October 02. Circulated.
- 7.17 Caring Matters Leaflet. Circulated.
- 7.18 BVHMC – Invoice Rent – July/August. Council agreed to pay this.
- 7.19 Glasdon UK – Newssheet. Noted.

- 7.20 OCC – Better Ways to School Programme. Circulated.
- 7.21 Commission for Racial Equality – Ethnic Monitoring – A Guide for Public Authorities. Circulated.
- 7.22 OCC Acknowledgement Card. Noted.
- 7.23 H.M. Customs & Excise, notification of VAT repayment. Noted.
- 7.24 Nicholson Nurseries – catalogue.
- 7.25 Wickstead Leisure – order acknowledgement for swing seat.
- 7.26 Calor Gas Ltd, information. Noted.

8 Financial Matters:

- 8.1. Balances as at the 25th September 2002.

Current Account: £ 79.23

Deposit Account: £15,171.17

Transfer Required: £ 300.00

The following accounts are presented for payment:

Mrs H. Hastings (Clerks Salary)	276.44 ✓
BVHMC – Hall Rent (7.18)	20.00 ✓

9. Any Other Business:

- 9.1. Link report to include dog fouling, no dogs on play area, cleaning Rowel Brook, cutting back hedges overhanging public pavements, help for village hall.

10. Date of Next Meeting:

Tuesday 5th November 2002

Tuesday 3rd December 2002.

Signed *Susan Garter*

Dated *5/11/02*

BEGBROKE PARISH COUNCIL

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

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MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY 5th Day of NOVEMBER 2002.

1. Present:

Mrs S. Ganter, Mr L. Glenister, Mr J. Roff, Mr T. Saxton, Mrs L. Dresden, Mrs P. Waters and Mr M. Billington, District Councillor.

Apologies: None received.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 1st of October 2002 were read and confirmed as a true record and signed by the Chairman Mrs Susan Ganter.

3. Matters Arising from the Minutes:

- 3.1. **Golden Jubilee. Children's cups.** If there are any spare cups Mr Saxton would like two of them.
- 3.2. **Rowel Brook. (Autumn Clean-up).** It was reported that the field had flooded but no houses were affected. Clerk to write to Smith Woolley reminding them that Mr Worth is still putting his rubbish on University land.
- 3.3. **Tree Planting/dead trees. Replacement Trees.** Mr Glenister will cut out the grass around new trees and lay horticultural bark, so that the grass cutting machinery do not damage the trees. Clerk reported she had ordered two more trees from Nicholson Nurseries after Mr Glenister reported them damaged by vandals. Mr Glenister reported that with the help of his son he would remove the dead elm trees in Springhill Road.
- 3.4. **Playground: weekly inspections/RoSPA Inspection/painting/Dog Notices.** It was noted whilst carrying out the weekly inspection that two of the screws in the bench seats had been removed, Mr Glenister will repair these. The rolling drum requires a new rubber cover, clerk to get a price from Wickstead Leisure to replace this. Clerk produced two different dog signs, these were discussed and it was unanimously agreed to purchase two signs at £14.50 each plus sign posts.
- 3.5. **Road Issues: grass cutting.** Item 7.21 was brought forward. The Council unanimously agreed to pay the invoice and noted Mr Prickett's holiday dates. Clerk to write to Mr Prickett and Continental Landscapes for grassing cutting quotes for the next financial year. Item 7.39 was read out and Council were as surprised as Mr & Mrs Morgan to see the road signing, clerk to write to Highways Office at Oxfordshire County Council.
- 3.6. **Parish Conservation Plan.** No action.
- 3.7. **Tribute to Ron Perry.** Those Councillors who attended the coffee morning reported that the unveiling went well but was rather rushed.

S.G.

- 3.8. Audit – internal auditor/accounts.** Clerk reported that the internal audit carried out by Mr Caughey went well. The Council completed the Statement of Assurance under section 2, which was signed by both Chairman and Clerk. Mr Caughey's invoice (item 7.38) was presented for payment and the Council unanimously agreed to pay this.

- 3.8. ORCC – grants to undertake Parish Plan. (September meeting)** to be discussed next month

4. Report from District Councillor.

No report received.

5. Planning:

Applications:

02/02075/F – 18 Woodstock Road, 2 storey front & first floor rear extensions and loft conversion.

02/02225/F – 54 Begbroke Crescent, single storey extension.

02/02093/F – 1 Sandhill Road, Proposed conversion of existing loft space to habitable domestic rooms.

Decisions:

Mrs Ganter reported that 02/01695/F, 75 Fernhill Road was done for refusal.

6. Council Representatives:

- 6.1. A44 Action Group.** Mrs Ganter was disappointed to note that the implementation of the speed limit on the A44 has been deferred until January.
- 6.2. BVHMC.** Mr Perkin is the new Chairman, Mrs Ganter is Secretary with Mr Webster continuing as Treasurer. The mower was repaired but has been damaged again. The Committee are to prepare a job description for Mr Posey the caretaker, next meeting Tuesday 12th November.

7. Correspondence:

- 7.1.** CDC – APP/C3105/A02/1098713 – appeal against refusal to Sec of State by Mrs Jackson, 10 Wolsey Court (two storey side and single rear extension). Noted.
- 7.2.** Halcrow – Bus shelter management in Oxfordshire – questionnaire. Clerk to complete.
- 7.3.** CDC – Rowel Brook. See item 3.2.
- 7.4.** NHS – Information. Circulated.
- 7.5.** CDC – The Future of YOUR Home – Information. Noted.
- 7.6.** Wickstead Leisure – Invoice for cradle seat. See item 3.4.
- 7.7.** Brooks University – Postgraduate Open Evenings – information. Circulated.
- 7.8.** OALC – Meeting for Chairman of Member Councils to discuss the future of the National & County Associations of Local Councils. OCC – Countrywide Magazine/OCC News. Circulated. Mrs Ganter attended a meeting for Parish Council Chairmen and reported that an increase in subscriptions was discussed.
- 7.9.** OCC – Public Consultation – proposed redevelopment strategy for care homes. Respond by Wed. 27th November. Circulated.
- 7.10.** Matta Products (UK) Ltd. Brochure on safety surfaces. Circulated.
- 7.11.** David Cameron MP – A44 Road Crossing. Noted.
- 7.12.** Halcrow Group Ltd. Review of bus services – respond by 28th November. Clerk to complete.
- 7.13.** OPFA – AGM notification/Magazine. Circulated.
- 7.14.** Wickstead Leisure – Remittance Note. Noted.

S.G.

- 7.15. YourOWNtowpath.com – information. Circulated.
- 7.16. CDC – Up-dating youth activities in area. Noted.
- 7.17. OCC –Home 2 School Magazine. Circulated.
- 7.18. OCC – Footpath (CRB No. 6). (Rowel Drive) Notice of Public Paths Dedicated Under S.25 Highways Act 1980. Noted.
- 7.19. OALC – Training – Code of Conduct & Publication Scheme (Freedom of Information Act 2000) Clerk to attend.
- 7.20. OCC – Review of County Council Rail Aspirations. Circulated.
- 7.21. N.R. Prickett – Invoice for grass cutting £1850.63 . See item 3.5.
- 7.22. South East England Regional Assembly - 2 No. draft consultations. Circulated.
- 7.23. OCC – Casualty Report 2001 & Road Safety Plan 2002-3. Circulated.
- 7.24. CDC – Climate Change LA21 Environment Forum – Wed 27th Nov. Circulated.
- 7.25. Oxfordshire Community Health Council – Newsletter. Circulated.
- 7.26. J Toms Ltd – Tree Brochure. Mr Saxton to look at it.
- 7.27. CDC – Parish Newsletter/Rural Touring Scheme. Circulated.
- 7.28. Greenfields Garden Services Ltd – Leaflet. Circulated.
- 7.29. RBS Auditing Solutions Ltd – Introduction. Circulated.
- 7.30. ORCC – Notice. Notice Board.
- 7.31. OCC – A44 Speed Limited. See item 3.5.
- 7.31. CDC – Annual Parish Liaison Meeting – 7th November. Susan Ganter to attend.
- 7.33. Henmans, Solicitors. Land adjacent to 11 Sandhill Road. This was discussed and it was felt that more information was required. Clerk to write to the Housing Dept at Cherwell DC asking what land was included when they sold the house to Mr & Mrs Ball.
- 7.34. OCC – Local transport plan annual progress report summary leaflet. Circulated.
- 7.35. Henmans, Solicitors. Land adjacent to 11 Sandhill Road. Noted.
- 7.36. Oxford Gang Show Information. Noted.
- 7.37. Wickstead Leisure Ltd – Safety tiles. Noted.
- 7.38. Mr M A Caughey – Invoice for internal audit. See item 3.8.
- 7.39. Mr & Mrs Morgan – new road markings on service road. See item 3.5
- 7.40. The Countryside Agency – Publication. Circulated.

8 Financial Matters:

- 8.1. Balances as at the 25th October 2002.
 Current Account: £ 305.99 less outstanding cheque £20. leaving £285.99 available.
 Deposit Account: £ 14,871.17

Transfer Required: £ 2,600

Susan Ganter
3/12/02

108

The following accounts are presented for payment:

Mrs H. Hastings (Clerks Salary)	276.44 ✓
Mr Terry Saxton – Daffodil bulbs (item 3.3)	99.90 ✓
Wickstead Leisure Ltd (item 7.6)	103.99 ✓
Mr Caughey (item 3.8)	100.00 ✓
Mrs H. Hastings (Clerk's Expenses)	171.07 ✓
Mr Pritckett (item 3.5.)	1,850.63 ✓

9. Any Other Business:

- 9.1. Increase in bus fares into Oxford for those with bus passes. This was discussed but it was decided Mrs Ganter's informant had been unlucky or misunderstood the fares as no Councillors had had any problems.
- 9.2. Annoyance and damage to Priory gateway. Mrs Ganter reported that the Priory was having problems with youths ringing the door bell late at night and that they have reported this to the police. It was also reported that youths are riding bikes around the churchyard and that Mr Lay had been accosted by 3 youths on the cycle path pretending to be ill whilst trying to steal his bike.
- 9.3. Footpath adjoining Rowel Drive. Already discussed.
- 9.4. Late Night Fireworks. Clerk to include in next Link Magazine.

10. Date of Next Meeting:

3rd December 2002.

7th January 2003.

Signed Susan Ganter

Dated 03/12/02

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BEGBROKE PARISH COUNCIL

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

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MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY 3rd Day of DECEMBER 2002.

1. Present:

Mrs S. Ganter, Mr L. Glenister, Mr J. Roff, Mr T. Saxton, Mrs L. Dresden, Mrs P. Waters, Mr M. Billington, District Councillor, Mr Brough, Mr Cox and Mr Cox,

Apologies: None received.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 5th of November 2002 were read and confirmed as a true record and signed by the Chairman Mrs Susan Ganter.

3. Matters Arising from the Minutes:

- 3.1. Rowel Brook. (Autumn Clean-up). Items 7.1 and 7.30 were read out and noted.
- 3.2. Tree Planting/Replacement Trees. New trees have been ordered from Nicholson Nurseries. Mr Saxton asked why there were no guards on the trees. Mr Glenister will ask Nicholson's this question when he meets them on site and request that guards are put on the new trees. Mr Saxton had a verbal quote of £43.00 per 100 for strimmer guards, which he has already started fixing to the existing trees.
- 3.3. Playground. Weekly inspections/RoSPA Inspection/Painting/Dog Notices/Drum surface replacement). The Council were pleased to note that the drainage system is working. Mrs Ganter confirmed that the VHMC had received a quote from Park Industries of £750 for a gate at the entrance to the playing field. The Clerk confirmed that Wickstead had given her a verbal quote of £9 plus carriage and VAT per slat and that there should be 12 slats around the drum. The part Number for the slats is 3725-216. The Council asked the Clerk to check the price of a new drum. Mr Glenister proposed and Mrs Ganter seconded to pay the ORCC subscription of £20.00
- 3.4. Road Issues: grass cutting. Items 7.10, 7.24 and 7.26 were read out and noted. Clerk to chase meeting with OCC regarding pedestrian crossing on A44. Clerk confirmed she had spoken to Mr Prickett regarding his grass cutting quotation for the next financial year he suggested a 5% increase on this years quote.
- 3.5. Footpaths. It was reported that the footpaths are very wet and muddy at the present time.
- 3.6. Parish Conservation Plan. It is too wet to undertake any work at present.
- 3.7. ORCC – grants to undertake Parish Plan. (September meeting). Noted.
- 3.8. Land adjoining 11 Sandhill Road. Clerk to chase Henman Solicitors, for the letter from Morgan Cole.
- 3.9. Precept for 2003/4. The Clerk gave each Councillor a copy of the prepared draft precept, which will be discussed at the next meeting.
- S.G.

- 3.10 Freedom of Information Act. The Council unanimously agreed to adopt the Model Scheme with the 6 core classes only.
- 3.11 Thames Water – Fernhill Road Drain. Mr Glenister gave a brief report on the problems experienced by residents in Fernhill Road caused by sewage smells coming from the drain in the middle of the road. Item 7.25 was read out and it was agreed that Mr Glenister would keep a diary until the next meeting.
- 3.12 Dog fouling (link report) No-one had received any response from the Link report. The Council feel this is a serious issue and the Clerk to advise the dog warden that the main offender appears to walk along Woodstock Road East between the Post Office and Fernhill Road at approximately 7am. Clerk to confirm with Mr Perkin in the Post Office that he is still happy to have the dog bags available from the Post Office if he is agreeable, write to Cherwell District Council requesting they deliver these free of charge to him.

4. Report from District Councillor.

Mr Billington reported that the changing rooms at Gosford Sports Centre had been up-graded as well as the outside surface area. He also reported that it is inevitable that the Council tax bands will rise in the next financial year.

5. Planning:

Applications:

02/0231/F 18 Fernhill Road, first floor extension of outbuilding. Mr Brough reported his concern regarding this application. The Council looked at the plans and had similar concerns to Mr Brough. It was agreed that a representative from the Planning Dept should visit the site before any decision is made. Mr Billington offered to contact the planning office and arrange a meeting.

Decisions:

02/01695/F: 75 Fernhill Road – rear extension to form 3 residential care bedrooms – Refused.

02/01874/ADV: The Priory 2 Springhill Road – Erection of 1 No. floodlit pole mounted hoarding sign. Granted.

02/02075/F: 18 Woodstock Road East – 2 storey front and first floor rear extensions and loft conversion. Granted.

6. Council Representatives:

- 6.1. A44 Action Group. No report.
- 6.2. BVHMC. Mr Roff reported that the VHMC had received a quote for the new heaters. The caretaker's job description has been completed, the store cupboard lock is to be changed and the electricity meter has also been changed. A notice telling children to keep off the garage roof is to be put up and there are some roof tiles on the west side of the hall which require attention as there is a leak. The Bowls Club have agreed to give £1 per head donation to the Village Hall. The Clerk reported that she had been advised that the dog sign should read "except guide dogs" and Mrs Ganter proposed and the Council unanimously agreed to order the sign to include "except guide dogs"

7. Correspondence:

- 7.1. Continental Landscapes – Grass cutting quote. To be discussed next month.
- 7.2. Smith Woolley – Rowel Brook. Noted.
- 7.3. Alliance & Leicester – Free banking for clubs. Noted.
- 7.4. NHS – North East Link Magazine. Circulated.

S.G.

- 7.5. Oxford Brooks University – Booking form. Circulated.
- 7.6. CDC – Annual Parish Liaison Meeting – notes. Circulated.
- 7.7. CDC – 11 Sandhill Road See item 3.10.
- 7.8. OCC – News Circulated.
- 7.9. Smith Woolley - Rowel Brook. Noted.
- 7.10. Mrs B Clements – Pedestrian Crossing See item 3.4.
- 7.11. OCC – Annual legal event order to modify the definitive map of rights of way. Noted.
- 7.12. CDC – Parish precept Next meeting.
- 7.13. CDC – Climate change LA21 Wed 27 Nov. Circulated.
- 7.14. BVHMC – Invoice for hire of hall. Council agreed to pay.
- 7.15. Wickstead Leisure – Statement . (paid last month). Noted.
- 7.16. CDC – Freedom of Information/Code of Conduct Training for Clerk. Clerk attended and gave report.
- 7.17. OCC – Review of funding – dial a ride service. Circulated.
- 7.18. County Circular – Clerks Pay Review 2002. Circulated. The Clerk's pay was discussed and the Council unanimously agreed to pay the recommended increases and back pay. The Council also agreed to increase the allowance to the clerk for heating, lighting and hire of computer from £1 per hour to £1.25 per hour.
- 7.19. Caring Matters Magazine. Circulated.
- 7.20. Mrs Morgan – Response to Link Report. £25.00 donation to Jubilee Fund. Noted.
- 7.21. CDC – Representation of the People (amendment) Regulations 2002. (Request form for a free copy of the full register of electors) Noted, Clerk to get full register.
- 7.22. Information Commission. Freedom of Information Act 2002 See item 3.12.
- 7.23. CDC – Notice of Meeting. Noted.
- 7.24. Sandra Wood & Family – Pedestrian Crossing. See item 3.4.
- 7.25. Thames Water – Odour Fernhill Road. See item 3.11.
- 7.26. Dr M D Lay – Pedestrian Crossing. See item 3.4.
- 7.27. Shaws books for Parish Councils – information. Noted.

8 Financial Matters:

- 8.1. Balances as at the 25th November 2002.
Current Account: £ 487.93
Deposit Account: £ 12,271.17

Transfer Required: £ 150.00

The following accounts are presented for payment:

Mrs H. Hastings (Clerks Salary)	276.44 ✓
BVHMC (hall rent)	20.00 ✓
ORCC (Annual subscription)	20.00 ✓
Mrs H. Hastings (Clerks back pay)	55.06 ✓

S. G.

104

9. Any Other Business:

- 9.1. Southern Electric Vehicle parked in Begbroke Crescent. Both Mr Cox's raised their concern that their neighbour who works for Southern Electric Contracting is parking his large vehicle on his driveway. They reported that the vehicle is unsightly and very large and the alarm keeps going off at night. The Parish Council sympathised with them and asked the Clerk who works for Southern Electric to check that the alarm has been repaired. The Council felt they could not help further at present.

10. Date of Next Meeting:

Tuesday 7th January 2003.

Tuesday 4th February 2003.

Signed Susan Beunter

Dated 7/01/03