

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

27 Willow Way
Begbroke
Kidlington
Oxfordshire, OX5 1SD

e-mail at: clerkbpc@btinternet.com

<http://www.cherwell-local.org.uk/site/BEGBROKE-PARISH-COUNCIL/index.htm>

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 4th FEBRUARY 2008

- 1 Present:** Dr.J Durrant (Chairman), Jeffrey Wright (Clerk), Cllr. Malcolm Ryder, Cllr. John Roff, Cllr. Lester Millin, Cllr Mike Gibbard Cllr Ruth Davies. Cllr David Wintersgill

1.1 Apologies

Cllr Mike Gibbard due to Executive meeting at CDC (arrived later for financial issues)
Cllr Ryder was delayed to unavoidable event at work.

1. Apologies

2. Read and Confirm Minutes of Last Meeting.

2.1 The minutes of the meeting held on 3rd December 2007 were confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3. Declaration of Interest & Gifts or Hospitality.

None but see clarification of a payment to Parish council in **11.5**

4. Matters Arising from the Minutes.

4.1 Footpaths & Annual footpath walk report. This was dealt with later due to the late arrival of Cllr Ryder. He displayed photographs, schedule of paths and details of problems. Due to the number of issues he will again meet separately with Clerk.

4.2 Thames water – proposed Willow Way sewer adoption – apology for delayed response from Thames Water. Thames Water requires £1000 to commence process. The Parish Council considered this an issue for the residents of the road.

4.3 A44 trees. Nicholson's Nurseries will carry out works in the summer. Approx cost £160.00 plus Vat. Clerk has written to Lorraine Douglas, OCC's assistant tree officer to advise her of the programme.

4.4 No reply yet to letter about the difficulty crossing A44 to Rose Cottage.

4.5 Paul Wilson has been asked to investigate traffic problems on first bend of Fernhill Road. Near misses have been reported due to parked vehicles. Yellow lines were suggested but these would cost around £2k to install. However these were considered inappropriate. The council thought a 20mph speed limit together with a street light may be the solution. Clerk is to write to OCC. Paul Wilson also looked at the slippery section of road entering Begbroke Crescent but could not see a problem.

4.6 Parish Plan application to OALC. The clerk asked the members for ideas on the Parish Plan. Some further suggestions were made. He was requested to invite Anton Nath from ORCC to the next meeting.

4.7 Pollution in Rowell Brook - Environment agency continues to investigate.

4.8 Clerk wrote to Cllr Gibbard about Begbroke Roundabout who produced a draft proposal for debate. This entailed removing the roundabout and having Fernhill Road and St Michaels Lane accessing the dual carriageway via traffic lights. The plan also showed a proposed pedestrian controlled path across the carriageway. An alternative might plan might be to retain the roundabout again with traffic lights. However the Littlemore roundabout was cited as a particularly bad example. Councillors voted on pursuing the ideas and they voted 4 for, 1 against and one abstention.

4.9 Playing Field – use by Combe Cricket Club? Not discussed

4.10 Play area – planning meeting held with Safe & Sound Playgrounds 17/12/2007. Clerk reported that works had commenced today.

4.11. Parish archiving of documents – Clerk reported that these could be stored in OCC's archive store. However they needed copying and he was investigating options.

4.12 There is no key yet for electrical cupboard as the correct blank was not available at the locksmiths

4.13 Perceived occupation of building near Wolsey Court. Mike Gibbard reported that an officer of CDC had visited and established it is being used by a man cultivating trees. Clerk is to write to Land registry to discover ownership.

4.14 Village vandalism by church. The Chairman reported that it had been quieter lately since some arrests were made. However there were disturbances until 2.0am at the village hall.

4.15 Clerk wrote to Paul Wilson to see if vegetation height can be reduced at the roundabout to improve pedestrian visibility. He is arranging arboriculturists to investigate.

4.16 Willow Way. Paul Wilson is checking gullies where water does not drain into manholes. He has also submitted a HAMP assessment for a complete resurface of the road, hopefully next year.

4.17 Closure of CSE Aviation and loss of 80 jobs. Parish Council's views noted with sadness the closure of the company and hope employees find alternative employment.

5 Reports from County/District Councillor.

5.1 Cllr Gibbard reported on the building by Wolsey Court (see above 4.13)

5.2 He continued to say that there have been two proposals for "Eco-towns" in Oxfordshire which may be included in the Governments short list of 10 sites in the country. One at Shipton Quarry and the other at Weston on the Green. Between 5000 and 15000 homes are proposed. The Weston site may bring about improvements to the Oxford to Milton Keynes railway line, and an upgrading of Junction 9 of M40.

5.3 The old Mercedes garage near Shipton on Cherwell is to become an auction house for Bonham's. Whilst it is in green belt it becomes a planning gain having replaced a retail facility.

5.4 The food waste facility at Yarnton has been granted planning permission. Agrivert have expressed a desire to avoid any problems. Cllr Ryder asked if it was just local waste but apparently it could come from elsewhere.

5.5 Choice based letting has been launched in Cherwell, being a scheme where applicants on CDC's housing register have a greater opportunity to choose where they are housed

5.6 Publication of the South East Plan was imminent.

5.7 Cherwell planners would like to see 1000 new homes built on the Upper Heyford, together with opportunities for 1300 jobs. The mothballed hospital will not be reopened owing to its poor state of repair.

6 Council Representatives. (Two representatives if possible)

6.1 A44 (Jill Durrant) No meeting

6.2 BVHMC (John Roff) He reported that the committee were unhappy with the specifications for the car park refurbishment. He wanted allowance for a drain to divert spring water that emerged in the car park. He also asked if edgings were included. Clerk to investigate and obtain additional price.

6.2.1 At future Executive Meetings the Chairman, Secretary, treasurer and one other would attend. The Chairman will produce a timetable of meetings.

6.2.2 The Begbroke Coffee Morning lunch was a great success.

6.2.3 The Strawberry tea will be held on 21st June at the Priory.

6.2.4 The Clerk has given the secretary details of the kitchen refurbishment.

6.2.5 A new external lock has been fitted to the kitchen.

6.2.6 The new lighting was briefly discussed and the Chairman asked if a completion certificate for the electrical work had been obtained. Cllr Roff was unsure.

6.3 Oxford Airport Consultative Meeting. (John Roff & Jill Durrant)

6.4 Oxford Green Belt Network (Jill Durrant) Chairman re-iterated her previous report which was minuted on 3rd December.

6.5 Neighbourhood Action Group (David Wintersgill) He reported that since the car park off high street in Kidlington had been improved, it had become a "recreation area" for youths playing football etc. A general discussion took place about being alert to the dangers of back garden theft and the alleged break in at the convent. The clerk had written to Sgt Gray about the bicycle which has been locked to a sign at the A44 for several weeks but has had no reply yet.

7 New Business

7.1 CR.287 CDC Parish Liaison. Kevin Larner is the contact on 01295 221706

7.2 CR 288 Parish Local Development Framework events 2008 are 29th January, 11th March & 27th May

7.3 CR 289 Local Development Framework – Mike Gibbard wants to encourage more Parishes to be represented.

7.4 Changes to Post Office Network there is a meeting at Hopcrofts Holt 14th February. Whilst the Parish Council were upset about the proposed closure of the Post Office, they thought it best to delay any possible action until they knew the views of the Postmaster.

7.5 England's 2008 Bus Concessions. FAQ's are on website and notice board.

7.6 Access to footpaths. A resident's wife had difficulty getting to Begbroke Lane from footpath 11. This was due to the narrow gap between the electricity pole and metal gate. Clerk has written to Oxford University Land Agent who now awaits a report back from his surveyor.

7.7 The Local Authorities (Members Allowances) England Regulations 2003 (As amended) – Parish Allowances Scheme. (CR299) The Council unanimously decided not to receive remuneration for their services.

7.8 Parish Risk Assessment was reviewed. It was to be further considered and councillors to report back at next meeting.

7.9 Jonathan Kilner is writing an appraisal of the Begbroke Conservation Area as part of the Council's duty to maintain an up to date appraisal of each of its 54 Conservation Areas. This follows guidance produced by English Heritage and will include a brief history of the village, a study of the architecture of the conservation area and will try to encapsulate the character and appearance of the conservation area and why it is special. A public meeting and exhibition is planned in March.

7.10 Neighbourhood action group at Yarnton had requested clerk to give information on gatherings of young people in public places and related nuisance/offences. The Parish council considered it was not the clerk's job to report such detail

8 Planning

Applications

8.1. 07/025198/F 47 & 49 Fernhill Road. Trusler Construction Ltd. Demolition of two dwellings and erection of 4 No 3 bedroom semi-detached dwellings with associated parking.

8.1.1 07/02501/F Mrs Gold, 9 Sandhill Road Conversion of garage and extension/alterations of existing dwelling to form 1 no additional self contained unit.

8.2 Decisions:

8.2.1. 07/02076/F 48 Fernhill Rd– rear two storey ext. Mr & Mrs Humphris – Approved.

8.2.2 07/02167/TCA Skinner. Fell 1 No Cypress Tree – Approved

8.2.3 07/025198/F 47 & 49 Fernhill Road. Trusler Construction Ltd. Demolition of two dwellings and erection of 4 No 3 bedroom semi-detached dwellings with associated parking - approved subject to conditions.

8.2.4 07/02501/F Mrs Gold, 9 Sandhill Road Conversion of garage and extension/alterations of existing dwelling to form 1 no additional self contained unit - approved subject to conditions.

8.3 Conditions of Planning:

8.3.1 Chopping Partnership/Thames Water – Tiles have been seen falling from the potting shed roof.

8.4. Appeals

8.4.1 APP/C3105/A/07/2049085 Merton College – ongoing from 9th July

8.5 Withdrawals

8.5.1 None

9 Correspondence

9.1 See Appendix 1 sent & Appendix 2 received.

10. Comments on last months Correspondence

10.1 Sue Blackshaw wrote concerning Stagecoach bus consultation meetings. She said that she would like a reliable service for work. Clerk responded with comments to Stagecoach website. Topics included reliability, additional routes and timetables.

10.2 Begbroke Coffee Morning thanked the Parish Council for the Grant of £250.

10.3 Letter of thanks from BVHMC to Council for help in running the village hall.

11. Financial Matters

Balances and Liabilities

11.1 Balance as of 31/01/2008: Current A/C £1941.18 & Reserve A/C £18,688.57

11.1.1 Uncleared Cheques & Liabilities £1,021 Transfer required £None

Income

11.2 Bank interest: £143.27

11.2.1 VAT reclaim of £1,417.14 received from HM Customs & Excise.

11.2.2 Natwest - compensation for appalling service £500

Expenditure

11.3 Clerks Salary £314.46 (01/12/2007 - 31/12/2008) CN: 125 ✓

11.3.1 Clerks Expenses £99.38 (01/12/2007 - 31/12/2008) CN: 126 ✓

11.3.2 Clerks Salary £314.46 (01/01/2008 - 31/01/2008) CN: 127 ✓

11.3.3 Clerks Expenses £58.00 (01/01/2008 - 31/01/2008) CN: 128 ✓

11.3.4 Begbroke Coffee Morning Section 137 LGA £250 CN122 (cheques signed between meetings) ✓

11.3.5 Wicksteed Leisure – Repair Spirowhirl £176.25 CN123 (Cheques signed between meetings) ✓

11.3.6 Ideal Flooring – Forbo board for bus shelter notices £5.05 CN124 ✓

11.3.7 OPFA Membership £30.00 CN: 129 ✓

11.3.8 Begbroke WI Section 137 LGA £200 CN 30 ✓

Grant Requests/Applications

11.4. Application made to Cherwell by Clerk for £4,732 for 50% Village Hall car Park resurfacing costs. Delivered 07/01/2008 by hand to Sue Marchand

11.4.1 Begbroke WI applied for a £200 grant and the Parish Council agreed to contribute under Section 137 of LGA.

Other Financial Issues

11.5 NatWest Bank Mandates – Bank has written to Clerk. All councillors can now sign cheques and clerk can manage account. £500 compensation accepted for bank's failings and they confirmed it was neither gift or hospitality.

11.5.1 BVHMC have requested £6k to be added to 2008-2009 precept.

11.5.2 Quotation received from Enterprise Accord of £13,600 + VAT for Village Hall Car park surfacing work. (passed to VHMC for comment)

11.5.3. Quotation from Southern Construction & Surfacing Ltd of £8,206.00 ex vat for Village Hall Car park surfacing work. (passed to VHMC for comment)

11.5.4 Quotation from A.L Lacey & Sons Ltd for £11,717.98 plus £385 to remove the granite setts at entrance and relay to correct levels.

11.5.5 Draft precept for 2008-2009. The Councillors unanimously agreed to a precept of **£20,887.00** based on a budget produced by Clerk. To be submitted to CDC.

11.5.6. Quote Morgan Ashurst - internal notice boards for bus shelters. £85 + vat. Decided not to proceed but to use Forbo board instead.

11.5.7 Clerk's salary in accordance with scales to increase 1 increment to point SCP 23 on Scale LC1 £10.116/hr (from 01/02/2008) Councillors unanimously agreed to this.

12 Health and Safety Matters

12.1 Councillor's Playground inspection reports. Received from Cllr Ryder

12.2 Playground sign is still to be found.

12.3 Spiro Whirl – trapped rope – repaired in December.

12.4 Pothole 57 Fernhill Road. Response from Northern office. (Ref: 151102) Cllr Millin thought it had been repaired.

12.5 Damaged seats on the infant swings quote from Wicksteed £77 each + 8.5% carriage. Councillors decided to monitor further deterioration before replacement

12.6 RoSPA quote for Safety inspection of play area (£60) and Play area risk assessment (£20) unanimously decided to accept. Clerk to write.

12.7 Church wall the condition of the stone walls at the church was discussed. There is a gap where the tree was removed. Cllr Roff is to obtain estimates for repair with a view to applying for a grant.

12.8 The Chairman commented on the hedge at Orchard House which appeared to need some attention.

12.9 Near Royal Sun. The foliage has overgrown the footpath. Clerk had already written to OCC about this. Reply waited. (Ref: 160674)

13 Training

13.1 Courses attended by councillors for Clerk's register - none

14 Freedom of information requests.

14.1 None

15 Any Other Business

15.1 Dates for Annual Parish Meeting (AGM) and Annual Council Meeting (where Chairman & Vice Chairman are elected are to be consecutive commencing 7.0pm on 12th May. *The Parish meeting scheduled for the 7th April has been changed to 14th April.*

15.2 Several councillors commented on the noise of the bird scarers which appeared to be located in a field by the A44 south of the village.

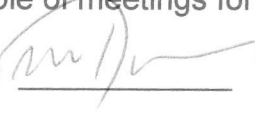
15.3 The Clerk reported that OCC intends re-measuring the grass that we cut and our grant may be increased.

16. Dates of the Next Meetings:

Parish Meetings –

Monday 3rd March 2008 6.30pm, Monday 14th April 2008 6.30pm

Timetable of meetings for 2008 has been issued and Hall booked.

Signed: 

Dr Jill Durrant - Chairman.

Date: 03.03.08

REF	DATE	FROM	SUBJECT	TYPE	ACTION
CR272	6-Dec-07	CDC Planning Housing & Economy	07/02518/F 47 & 49 Fernhill Road, Demolition of and construction of 4 semi-detached houses.	Planning	Agenda
CR273	3-Dec-07	University of Oxford	Access Road proposals	Planning	Agenda
CR274	8-Dec-07	OCC Environment & Economy	Review of External Transport costs	Transport	Corres
CR275	6-Dec-07	Begbroke Village Hall Management Com.	Village Hall MC Agenda	VHMC	Corres
CR276	6-Dec-07	CDC	Electoral Roll	Election	Filed
CR277	6-Dec-07	The National Inventory of oil paintings	National inventory of Oil and acrylic paintings in Public Ownership	Information	Agenda
CR278	11-Dec-07	CDC Planning & Housing & Economy	07/02076/F 48 Fernhill Rd-- rear two storey ext. Mr & Mrs Humphris - Approved.	Planning	Agenda
CR279	11-Dec-07	Green Scythe grass cutting	Grass cutting contractor	Grass	Corresp
CR280	11-Dec-07	Thames Water	Apology and referral to another department where I started	Sewers	Agenda
CR281	11-Dec-07	NatWest	Update regarding Bank Mandate	Finance	Agenda
CR282	11-Dec-07	Oxfordshire PCT	Annual Report	Information	Corres
CR283	19-Dec-07	BVHMC	Letter of thanks from the Committee and Car park work	Thanks	Corres
CR284	19-Dec-07	Begbroke Coffee Morning	Letter of thanks for £250 grant	Finance	Corres
CR285	20-Dec-07	Sue Blackshaw	Bus Services - reliability and additional services	Transport	Agenda
CR286	20-Nov-07	A.L.Lacey & Sons	Quotation for Village hall car Park	Finance	Agenda
CR287	20-Nov-07	CDC Environment & Economy	Parish Liaison meeting Kevin Larner has been appointed	Information	Agenda
CR288	20-Nov-07	CDC Planning Housing & Economy	Parish Council Local Deve framework consul events 2008	Information	Agenda
CR289	20-Nov-07	Members Room	Local Development framework - Mike Gibbard	Information	Agenda
CR290	20-Dec-07	CDC	Registor of Electors - notice of alteration for the Coach House	Information	Filed
CR291	22-Dec-07	HM Revenue & Customs	VAT REFUND £1,417.14	Finance	Agenda
CR292	22-Dec-07	CDC Environment & Community	Englands 2008 Bus concession FAQ's	Information	Agenda
CR293	22-Dec-07	ORCC	Changes toPost Office Network - seminar 14th February	Information	Agenda
CR294	28-Dec-07	Natwest Bank	Mandate approval & compensation letter	Finance	Agenda
CR295	31-Dec-07	Andy Leighton-Bell	Footpath Access -	Footpaths	Agenda
CR296	1-Jan-08	Begbroke Village Hall Management Com.	Booking renewal for hall	Information	corresp
CR297	2-Jan-08	CDC Environment & Economy	Cherwell Playing Pitch Strategies workshop Sat 26th January Kid	Information	Agenda
CR298	3-Jan-08	NatWest	Compensation advisement	Financial	Agenda
CR299	3-Jan-08	CDC Customer Service & Resources	The Local Authorities (Members Allowances) England Regulations	Financial	Agenda
CR300	3-Jan-08	Safe and Sound Playgrounds	Method Statement Safety Assessment	H&S	Agenda
CR301	3-Jan-08	John Hicks & Associates	Playground inspections	H&S	Corres
CR302	8-Jan-08	Ideal Flooring	Invoice for Forbo Board	Financial	Agenda
CR303	10-Jan-08	Oxfordshire Highways	Traffic Issues Begbroke	H&S	Agenda
CR304	10-Jan-08	OPFA	Playing Field magazine	Information	Corres
CR305	10-Jan-08	Queensbury Shelters	Queensbury sHelters	Information	Corresp
CR306	10-Jan-08	CDC Customer Service & Resources	Parish Precept 2008/2009	Financial	Agenda
CR307	14-Jan-08	CDC Environment & Economy	Biodiversity & the NERC Act Duty	Information	Agenda
CR308	10-Jan-08	Neighbourhood action group	Gathering of young people	H&S	Agenda
CR309	10-Jan-08	CDC Jonathan Kilner	Appraisal of Begbroke Conservation Area.	Information	Agenda
CR310	16-Jan-08	CDC Environment & Economy	Cherwell Seniors Group Newsletter	Information	Corresp
CR311	16-Jan-08	ORCC	News Bulletin	Information	Corresp
CR312	17-Jan-08	CDC	Standards Committee Meeting minutes	Information	Corresp
CR313	17-Jan-08	Communities & Local Government	Consultation on Orders & regulations relating to conduct	Information	Corresp
CR314	22-Jan-08	CDC Environment & Economy	Community Hall grants	Information	Corres
CR315	22-Jan-08	CDC Environment & Economy	Recreation Planning Action Planning workshop	Information	Agenda
CR316	22-Jan-08	Natwest	Bank Charges	Financial	Agenda
CR317	22-Jan-08	Northern Area Office	Replies to questions	Information	Agenda
CR318	22-Jan-08	CDC Planning Housing & Economy	Local development framewor update & Village policy workshop	Information	Corresp
CR319	24-Jan-08	OCC	Oxfordshire Transport Guide	Information	Corres
CR320	24-Jan-08	Macemain + amstad	Street Furniture Brochure	Information	Corres
CR321	24-Jan-08	CDC Planning Housing & Economy	07/02518/F 47 & 49 Fernhill Road, Demolition of and construction of 4 semi-detached houses. Approved	Planning	Agenda
CR322	24-Jan-08	CDC Planning Housing & Economy	07/02501/F Mrs S Gold 9 Sandhill Road Conversion Approved	Planning	Agenda
CR323	28-Jan-08	Audit Commission	BPC Notification of External auditor	Information	Corresp
CR324	28-Jan-08	ORCC	Challenge of Community Change	Information	corresp
CR325	29-Jan-08	Tree Tops	Tree surgery company	Trees	Corres

Appendix 1- Correspondence sent

REF	DATE	TO	SUBJECT	TYPE
CS.80	5-Dec-07	NR PRICKET	acceptance of grass cutting quotation	Maintenance
CS.81	9-Dec-07	LIZ LOBBINS BVH BOOKING CLERK	PARISH COUNCIL BOOKINGS	Meetings
CS.82	9-Dec-07	Begbroke Coffee morning	Grant request - agreement from Parish Council for £250	Finance
CS.83	16-Dec-07	Wicksteed Leisure	Payment for repair to Spirowhirl	Finance
CS.84	17-Dec-07	Begbroke Coffee morning	Grant Cheque	Finance
CS.85	minutes	Mike Gibbard	Begbroke Roundabout	H&S
CS.86	30-Dec-07	NATWEST BANK	REQUEST FOR REFUND OF CHARGES	Finance
CS.87	1-Jan-08	NATWEST BANK	ACCEPTANCE OF COMPENSATION	Finance
CS.88	7-Jan-08	Northern Area Office	Traffic Lights at Begbroke Roundabout	H&S
CS.89	26-Jan-08	NATWEST BANK	Complaint about the way charges complaint was dealt with.	Finance

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27 Willow Way
Begbroke
Kidlington
Oxfordshire, OX5 1SD

e-mail at: clerkbpc@btinternet.com

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MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 3rd MARCH 2008

The Chairman allowed items 7.1 and 7.8 to be discussed before the meeting.

- 1 Present:** Dr.J Durrant (Chairman), Jeffrey Wright (Clerk), Cllr. John Roff, Cllr. Lester Millin, Cllr Ruth Davies. Cllr David Wintersgill, Nicola Ball from Oxfordshire Rural Housing Partnership (presentation only and left before start of meeting, Aimee Evans from Oxfordshire Rural Community Council (presentation only and left before start of meeting,

1.1 Apologies

Cllr. Ryder – on holiday

Cllr. Mike Gibbard - CDC meetings.

2. Read and Confirm Minutes of Last Meeting.

2.1 The minutes of the meeting held on 4th February 2008 were confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3. Declaration of Interest & Gifts or Hospitality.

3.1 New forms submitted by Cllr Davies to CDC and received back. (Change of employment)

3.2 Cllr. Wintersgill is a member of Begbroke Bowls Club. A grant application is for discussion in item 11.4 so he declared an interest.

4. Matters Arising from the Minutes.

4.1 Footpaths & Annual footpath walk – ongoing due to the complexities of the definitive plan and schedule.

4.2 No reply about 20mph speed limit proposal & street light. Clerk to pursue a response.

4.3 No reply yet to letter about the difficulty crossing A44 to Rose Cottage. Clerk has written again. Now has the original correspondence.

4.4 Play Area. This is now complete apart from a keep for the gate bolt and a minor catch adjustment. Clerk has contacted the installer. Parish Councillors are very pleased with the outcome of this project. Boys playing basket ball were consulted and whilst they thought the basketball was good, they thought the hard surface area could be larger. This can be considered for extension later if funds permit.

4.5 Roundabout vegetation has been reduced in height.

- 4.6 Parish Plan application to OALC – forms given to Aimee Evans for review.
- 4.7. Parish Risk Assessment review. No further comments. The clerk will state in the accounts that a review has taken place.
- 4.8 Overgrown foliage on footpath near Royal Sun has been cut back.
- 4.9 Playing Field – use by Combe Cricket Club? The contact has been attending a funeral in Australia and will shortly be in touch with Cllr. Ryder.
- 4.10 Appraisal of the Begbroke Conservation by Jonathan Kilner – apparently there is to be a public display of this information. A date is to be advised.
- 4.11. Parish archiving of documents – No response for a volunteer. Clerk is to approach OCC for a quotation to copy documents.
- 4.12 key for electrical cupboard is now on Clerks key bunch.
- 4.13 Occupation of building near Wolsey Court. The situation continues to be monitored.
- 4.14 Precept was submitted to CDC. Confirmation received.
- 4.15 No update on grass cutting grant.

5 Reports from County/District Councillor.

- 5.1 Cherwell Local Development Framework Plan has 3 newly identified sites. BE3, land North of Begbroke lane, BE4, Land east of A44 and BE5, the Solo Italia site. *No proposals are being put forward by Cherwell. These sites are for discussion purposes only*
- 5.2 An appeal is to be heard on 1st April against CDC's refusal of planning permission for houses at Hall Farm.
- 5.3 Cllr. Gibbard will chair a meeting of Begbroke's conservation area appraisal. There will be an exhibition in the afternoon in the village hall and an opportunity to comment in the evening.

6 Council Representatives. (Two representatives if possible)

- 6.1 A44 (Jill Durrant) No meeting
- 6.2 BVHMC (John Roff) (AGM information, minutes of meetings for Parish Council) No report as meetings are held less frequently.
- 6.3 Oxford Airport Consultative Meeting. (John Roff & Jill Durrant) Neither was able to attend meeting. However the engineering part of the operation is closing.
- 6.4 Oxford Green Belt Network (Jill Durrant) The Grenoble Road report is awaited as well as decisions from The South East Planning Council about the land around Begbroke Science Park.
- 6.5 Police Liaison Meeting (David Wintersgill) He reported that the Police had carried out a recent operation in Begbroke Play area to confiscate alcohol. Under age drinkers were in the area set aside for younger children. The source of alcoholic drinks is now believed to be known and this will be pursued by the police. In other areas it appears that over 18's are being intimidated to buy alcohol for younger children from supermarkets. Youths were recently found loitering in the village around 5.0am

7 New Business

- 7.1 Nicola Ball gave an interesting presentation on affordable housing. She demonstrated that the average price for a Semi-detached house in the village was £260,182 – 30% higher than the national average. Examples of people who need affordable housing are first time buyers, older people wanting to downsize, older children who wish to return to the parish and others. Housing is part owned and part rented and can never buy part of a right to buy. AH is not a compromise in quality and is not a "dumping ground" for people not having village connections. The first steps

are to have a local needs survey and identify suitable land that is not part of local development plan proposals. The Chairman remarked that Begbroke had tried to get affordable housing on Hall Farm, a Brownfield site but this had been rejected. Chairman thanked Nicola for her presentation.

7.2 Cherwell Local Development Framework Consultations February 2008. Clerk showed the Councillors additional proposals which included areas either side of the A44 stretching to Yarnton as well as land to the rear of Begbroke Crescent extending to Campsfield. There are other sites in Yarnton, Gosford & Water Eaton and Kidlington. Clerk is to write and object on the grounds that all the proposals are in Green belt land.

7.3 Sgt Karen Gray of TVP has been replaced by Sgt Jordan. No communication received to date.

7.4 Area review of subsidised bus services – The Parish Council would like a local transport needs survey from ORCC prior to OCC's review by their Public Transport team. Clerk to arrange.

7.5 New Litter bin for Teenage Village and replacement bin for far end of field – Clerk to obtain prices and report back to next meeting.

7.6 District and Parish Elections Thursday 1st May 2008. Clerk to advise if more information is received. However it was not thought to affect Begbroke as there was an election last year (2007)

7.7 Monitoring the Ethical Framework – Clerk is to return questionnaire regarding declaration of interests and register of interests.

7.8. Aimee Evans, Community Development worker from ORCC discussed a Parish Plan. A Parish Plan lays out a shared vision for the community and contains a detailed action plan for achieving this vision. It could contain issues to do with young people, environment, affordable housing, health and well being, community safety, and community facilities. In order to get started there is a need to see if the community is interested and gather ideas. There are about nine steps to getting the plan off the ground. Clerk said he had published information in the link and had had no response. The Chairman said that it was a commuter village and it was difficult to get people to volunteer for things unlike Adderbury, a village she knows well. This has a core of interested people and subsequent activities. Aimee said that there was a pressure on grants and if one was awarded but not utilised, it had to be paid back. The Council though that they should test the water first, with perhaps an open evening. This is to be decided upon. Chairman thanked Nicola for her interesting presentation.

7.9 38, Fernhill Road – Cllr. Millin has been making enquiries about this derelict property. Apparently a Mrs Holloway (deceased) lived there 18 years ago. He is pursuing ownership with a view to requesting improvements as its condition affects other residents.

7.10 The closure of the Post Office was discussed. This is a loss of a valuable local asset that should be retained especially as the existence of the shop may depend on its continuance. It is also used by people from other areas avoiding parking problems in towns such as Woodstock, and for the delivery of prescriptions from Woodstock which is very convenient for vulnerable people. The council decided that the Clerk should make their views known to the Post Office site listed in the ORCC Bulletin

8 Planning (March – Ruth & David)

Applications

8.1. 08/00318/F Oxford Aviation Services Ltd. Aircraft Hanger and associated development. Comments sent.

8.1.1 University of Oxford – Proposed application for access road to Begbroke Science Park – amended plan sent by University was discussed. The road has been moved further east. The University plan to submit an application in the next few weeks.

8.2 Decisions:

8.2.1. None

8.3 Conditions of Planning:

8.3.1 None

8.4. Appeals

8.4.1 APP/C3105/A/07/2049085 Merton College – ongoing from 9th July

8.5 Withdrawals

8.5.1 None

9 Correspondence

9.1 See Appendix 1 sent & Appendix 2 received.

10. Comments on last months Correspondence

10.1 ORCC News Bulletin

11. Financial Matters

Balances and Liabilities

11.1 Balance as of 29/02/2008: Current A/C & Reserve A/C £19,719.56

11.1.1 Uncleared Cheques & Liabilities £16,665.03 Transfer required £17,000.00 (£2,667.82 balance after current expenditure. Grant of £6,352 will then be claimed plus VAT refund of £2,482.03

Income

11.2 Bank interest: Nil

11.2.1 Old notice boards sold to Finmere Parish Council for £10.00

11.2.2 £100 refund of charges plus adjustment of £1.16 made by NatWest customer services following complaint by Clerk.

Expenditure

11.3 Clerks Salary £323.71 (01/02/2008 - 29/02/2008) CN: 131✓

11.3.1 Clerks Expenses £48.00 (01/02/2008 - 29/02/2008) CN: 132✓

11.3.2 Play Area – Safe & Sound Playgrounds Ltd Invoice 100654 (Payable to Barclays Asset & Sales Finance. £14,183.00 (£50 more due to cricket stumps) £16,665.03 inc. Vat. CN: 133✓

11.3.3 Oxford Green Belt Network Annual Subscription £15.00 CN: 134 ✓

Grant Requests/Applications

11.4 Bowls Club – grant for fencing. The council discussed current liabilities as well as obligations to the Village Hall car park. It was decided that the Clerk should write and ask them to initially seek a grant to which they would be prepared to contribute. As the land is part of the Village Hall responsibilities, it was thought that having paid for guttering and soon the car park, some precept money could be diverted to the urgent improvement of this area. The Clerk has obtained a railings quotation. This includes for 1m high bow top railings to one side and 2m high railings adjacent to play area, together with suitable gates. Clerk is in the process of obtaining further quotations. David Wintersgill is to discuss with the Club.

11.4.1 St Michaels Church needs £13,000 to repair the rainwater goods and also to re-build dry stone walls. The Chairman was said this was a conservation area and she was unhappy about the standards of the wall repair as mortar was being

used, there were no lines to gauge levels and the overall effect was poor. She said stones also had to be inspected when they were removed. She is to investigate further the rules when working in a conservation area with CDC. Cllr. Roff said The Church is apparently able to do the repairs under a faculty, of which the Chairman was unaware. Apparently they still needed to inform CDC of what was being done. Cllr Roff is to obtain more quotations but said that grant money was really needed toward the rainwater goods as that had to be done on the instruction of English Heritage. Clerk showed him information from The Wychwood Project who can provide two day training courses on re-building dry stone walls. Cllr Roff is to pursue this. Grant application will be considered again.

Other Financial Issues

11.5 Further PC sum from Southern Construction & Surfacing Ltd for drainage and edging work at Village Hall Car park. (also passed to VHMC for comment) The Council agreed to approve additional expenditure of around £1300.00

12 Health and Safety Matters

12.1 Councillor's Playground inspection reports received from Cllr Wintersgill. Clerk to produce new inspection sheet to reflect play area changes.

12.2 Playground sign –Installation. Sign still to be found.

12.3 Keep out sign uprooted – to be investigated.

12.4 Paint on bench at far end of field – just a comment. No action but vandalism to be monitored

12.5 Certificate of Satisfactory Completion of Play Area to PAS 30:1998 & EN1176/1177 received from Safe & Sound Playgrounds Ltd.

12.6. With the addition of the extra play equipment the Clerk has reviewed parish assets and submitted spreadsheet to insurers (Allianz) for immediate cover and review of premium.

13 Training

13.1 Courses attended by councillors for Clerk's register. – None.

13.2 2008 OALC Training Courses – No candidates

14 Freedom of information requests.

14.1 None

15 Any Other Business

15.1 The Councillors were unhappy that Cllr. Millin had written to the Link magazine who published his plan and proposal for a roundabout scheme. This was not the one supported by the Council which was very different and not yet in a form for public discussion. Councillors thought it should have been made clear that it was his views and not the council's. The issue was clouded further by showing a Co-op swift shop on the site of the car sale lot. He said this was to promote discussion. The Chairman asked Cllr. Millin to write to the Link to say he was expressing his own views. The Chairman is writing to the editor of the Link to ask him to discuss contentious articles with clerk or her, before publication.

16. Dates of the Next Meetings:

16.1 Parish Meeting – Monday 14th April 2008 6.30pm.

16.2 Monday 12th May 2008 7.0 pm is the Annual Parish Meeting followed by Annual Council Meeting.

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

27 Willow Way
Begbroke
Kidlington
Oxfordshire, OX5 1SD

e-mail at: clerkbpc@btinternet.com

<http://www.cherwell-local.org.uk/site/BEGBROKE-PARISH-COUNCIL/index.htm>

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 14TH APRIL 2008

- 1 Present:** Dr.J Durrant (Chairman), Jeffrey Wright (Clerk), Cllr. John Roff, Cllr. Lester Millin, Cllr. Ruth Davies. Cllr. Gibbard.

1.1 Apologies

Cllr. Wintersgill – holiday
Cllr Ryder – illness

2. Read and Confirm Minutes of Last Meeting.

2.1 The minutes of the meeting held on 3rd March 2008 were confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3. Declaration of Interest & Gifts or Hospitality.

3.1 None. However Mike Gibbard declared he was at the meeting as a District Councillor and not campaigning in the local elections.

4. Matters Arising from the Minutes.

4.1 Footpaths & Annual footpath walk – Cllr Ryder previously reported these were ongoing due to the complexities of the definitive plan and schedule. The clerk noted that the stile on footpath no 5 leading to Bladon has been bricked up just beyond Orchard Cottage, there is a sign on footpath no 1 saying “Private” which is obviously intended to deter people and a footpath post along this path appears to have been cut off. All incidents reported to Sarah Aldous, Countryside services ref: 168454.

4.2 20mph speed limit proposal for village & additional street light on 1st bend in Fernhill Road. This proposal has been sent OCC Ref: 161160. Discussion waited.

4.3 Difficulty crossing A44 to Rose Cottage. Traffic Signals Dept. in Speedwell House. (OCC Ref: 134827), sent a detailed reply but basically, additional delay time could not be added as this could introduce a further hazard. The committee discussed the action of the lights in general and considered their operation inconsistent. The Clerk is writing to OCC and ask for more information and to see if improvements such as a pedestrian signal could be installed. Clerk has written to Mrs Warner.

4.4 Area review of subsidised bus services – survey is to be distributed with The Link. OCC have requested that the Woodstock Wanderer services are not under review and to withhold comments about these until 2009. Replies by 7th May

4.5 38, Fernhill Road – Cllr. Millin has been making enquiries about this derelict property and is apparently a probate issue which has been outstanding for 18 years. The councillors were unhappy that this appeared to be a legitimate way of avoiding council tax.

4.6 Parish Plan application to OALC – response from OALC is that funding is mostly allocated. It has been decided not to proceed at present and put on hold pending a 6 monthly review.

4.7 The clerk has made the Councils views known to the Post Office site listed in the ORCC Bulletin regarding the proposed closure of Begbroke PO.

4.8 OCC has said that wooden Bollards are to replace plastic ones in St Michaels Lane which is in the conservation area.

4.9 Playing Field – use by Combe Cricket Club? The contact has been attending a funeral in Australia and will shortly be in touch with Cllr. Ryder. Unable to pursue due to Cllr Ryder's sickness.

4.10 Appraisal of the Begbroke Conservation by Jonathan Kilner, Draft received for consultation. A public exhibition and meeting was held on the 9th April at Begbroke Village Hall which was not well supported.

4.11. Parish archiving of documents – No response for a volunteer. Clerk is to approach OCC for a quotation to copy documents.

4.12 Footpath access due to narrow openings which prevent some residents accessing footpaths. Clerk has asked University for update but no further response.

4.13 Occupation of building near Wolsey Court. This was supposed to be unoccupied but items have been seen delivered. Situation is being monitored.

4.14. Monitoring the Ethical Framework – Clerk has returned questionnaire regarding declaration of interests and register of interests. One prejudicial interest declared during the year from a Bowls Club member.

4.15 Grass cutting grant has been approved and is £1006.31. An agreement under Section 101 of LGA 1972 and Section 19 of LGA 200 has been signed with Oxfordshire County Council. It limits the areas that the Parish Council can cut to those in the 30mph speed limit. This means that OCC will have to cut the A44 section utilising traffic control measures and cuts will be limited to 3 during the season. Statutory regulations must be complied with and managing work involving crash cushions, trailers with flashing signs and appropriate coning on a dual carriageway is specialized, very expensive and beyond the scope of the Parish Council. Mr Pricket is to continue with the rest of the village.

5 Report from County/District Councillor.

5.1.1 Cllr Gibbard reported on the proposed development at Weston on the Green. He said that it would be difficult to see how the profit from 1500 houses could pay for the improved infrastructure. He said eco towns are supposed to be energy efficient utilising solar panels and other measures. They are supposed to be 50% affordable housing but in practice only 30% is being achieved. Shipton quarry would have produced about 5000 houses if it had been approved. Upper Heyford plans are progressing.

5.1.2 There will be a major change in planning committees which has a north and a southern one at present. They will be combined into one so a consistent approach is more likely. Enforcement of policies will be more stringent with the employment of an Enforcement Officer. The complaints system will be able to be tracked with allocation of reference numbers. Ward members would be able to speak at committees.

5.1.3 Cherwell is on track to provide 150 affordable houses and more in the coming year.

6 Council Representatives. (Two representatives if possible)

6.1 A44 (Jill Durrant) No meeting. No report.

6.2 BVHMC (John Roff) Oxford Airport Consultative Meeting. No report

6.3 Oxford Green Belt Network (Jill Durrant) No report.

6.4 Police Liaison Meeting (David Wintersgill) No report.

7 New Business

7.1 Begbroke Lane, section number 6 with RUPP status shown as 124/6 & 265/9 on the Definitive map. Phil Skipp, a resident, requested OCC to take responsibility for the path and make it part of the Sustrans Cycle Network. It is muddy and uneven and would be a safer & better cycle route to Kidlington than Sandy Lane. The committee discussed this but considered it may be expensive, detract from the ruralness of the setting and encourage motorcycles. Cllr Gibbard reported that a new cycle path has been built for public use from Oxford Science Park to Kidlington. This is to be checked out and reported back to the next meeting.

7.2 Thames Valley police – Community Policing Awards 2008. There were no suggestions for a suitable candidate.

7.3 Resignation of Cllr. Maureen Hastings and County Councillor Vacancy. Clerk is to write and thank her for her service.

7.4 Begbroke Parish Council standing orders have been updated and revised. A vote was taken on acceptance. Cllr Millin voted against as we wished to pursue his own views, but Cllr's, Durrant, Roff and Davies, voted for acceptance and so will be implemented with immediate effect. The Chairman reminded Cllr Millin that he should promote the decisions of the council and adhere to its standing orders. If he wanted to follow another course or is unable to accept committee's decisions, then he should resign.

7.5 New Litter bin for Teenage Village and replacement bin for far end of field. It was decided that the clerk obtains one for the teenage shelter and remove the one at the far end of the field which is broken. Cost about £145.00.

7.6 Annual report to BVHMC on the Play Area was submitted by clerk to Bob Perkin. This detailed expenditure, assets and record of inspections.

7.7 CDC Calendar of Meetings was mentioned if anyone was interested.

7.8. Bus Passes and timetables. Residents were apparently unable to use passes on the 9.25am bus to Kidlington. The 11.25 is not so convenient. Apparently the bus time has now changed to 9.30am so passes can now be used.

7.9 Removal of school buses to Woodstock. More information is to be obtained.

7.10 The size of documents sent from CDC was commented on by clerk – A package regarding a standards meeting was 12mm thick & cost £2.18 postage. Parts of it were copies on handwritten text and it was considered that it would not be read anyway. The District Councillor said that these reports have to be sent.

7.11 Bus timetable changes by Stagecoach were reported on.

7.12 St Michaels Lane flooding. Clerk has written to OCC NAO Ref: 166356.

7.13 Bus Survey is to be distributed in The Link. The editor has kindly agreed to his distributors assisting with delivery.

7.14 The Link magazine standing orders. Annual account provision to BPC and other matters. The clerk found the "Link Standing Orders" amongst paperwork. He is to write to the editor and ask for details of the accounts.

7.15 WODC Site Allocations consultation. Information can be found at:

www.westoxon.gov.uk/ldf

4.16 CDC Site allocations – there were 450 responses to this.

8 Planning (April – David & Ruth)

Applications

8.1 08/00899/F Oxford Science Park - new road. The Parish Council decided to object because it is in green belt. It was also considered that the proposed junctions at either end were dangerous.

8.2 Decisions:

8.2.1. None

8.3 Conditions of Planning:

8.3.1 None

8.4. Appeals

8.4.1 APP/C3105/A/07/2049085 Merton College – ongoing from 9th July. Cllr Gibbard spoke at the recent appeal hearing in April and the outcome is awaited.

8.5 Withdrawals

8.5.1 None

9 Correspondence

9.1 See Appendix 1 sent & Appendix 2 received.

10. Comments on last months Correspondence

10.1 Letter of thanks from Nicola Ball ORCC with Housing needs survey form.

10.1.1 Letter from Mr Glennister complaining about the Chairman when she challenged his dry stone wall repair work & procedures in the churchyard. This was not read out to the committee but clerk has replied after taking advice.

10.1.2 Information letter from Leader of OCC.

10.1.3 Letter from CDC offering Legal services @ £79 + VAT per hour.

10.1.4 Letter from Mr Prickett re-quoting grass cutting. It was decided to proceed with this quotation.

11. Financial Matters

Balances and Liabilities

11.1 Balance as of 31/03/2008: Current A/C & Reserve A/C £20,177.88

11.1.1 Uncleared Cheques & Liabilities £1503 Transfer required £2000

Income

11.2 Bank interest: £86.31

11.2.1 Play area grant £6352.00

11.2.2 Precept 1st half £10,443.50

11.2.3 VAT refund £2626.78

Expenditure

11.3 Clerks Salary £323.71 (01/03/2008 - 31/03/2008) CN: 136

11.3.1 Clerks Expenses £101.67 (01/03/2008 - 31/03/2008) CN: 137

11.3.2 Allianz add premium for play area (signed during March) £45.03 CN 135

11.3.3 Management of Sports Facilities seminar for Cllr. Ryder £25.00 CN 138✓

11.3.4 Allianz Annual Parish Council Insurance. £1503.12 CN 139 ✓

Other Financial Issues

Grant Requests/Applications

11.4. Bowls Club – grant for fencing. Clerk has two quotations and awaits a 3rd from the club. Nothing to date although the clerk has requested a third quote himself.

11.4.1 St Michaels Church needs £13,000 for rainwater goods repairs and £900 for wall repairs. Assistance from the parish council is still under consideration. Clerk to obtain a quote for the wall facing St Michaels Lane

Parish Accounts

11.5 The Parish Council Accounts were approved and signed by the Chairman. She thanked the clerk for his efforts.

11.5.1 The Annual Governance Statement was approved and signed by the Chairman.

12 Health and Safety Matters

12.1 Councillor's playground inspection reports received from Cllr. Wintersgill during month and Cllr Davies at the meeting. New inspection sheet issued to reflect play area changes. (April - Ruth)

12.2 Playground sign –Installation. Sign still to be found.

12.3 Keep out sign uprooted – to be investigated.

12.4 Allianz insurance premium has been increased to reflect new/revised assets. (See 11.3.2)

13 Training

13.1 Courses attended by councillors for Clerk's register. – None.

13.2 2008 OALC, OPFA Training Courses Maintaining & inspecting a children's playground, Management of Sports facilities. Cllr Ryder to attend.

14 Freedom of information requests.

14.1 None

15 Any Other Business

15.1 The Chairman and Clerk have both written to the editor of the Link to ask him to discuss contentious articles with clerk or her, before publication.

16. Dates of the Next Meetings:

16.1 Monday 12th May 2008 7.0 pm. Annual Parish Meeting followed by Annual Council Meeting.

16.2 Parish Meeting Monday 2nd June 2008

Agreed Chairman  Date: 12.05.08

REF	DATE	FROM	SUBJECT	TYPE	ACTION
CR344	27-Feb-08	Oxford Green Belt Network	Annual Subscription request	Finance	Agenda
CR345	27-Feb-08	CDC Planning Housing & Economy	Cherwell Local Development Framework February 2008	Planning	Agenda
CR346	27-Aug-08	ORCC News Bulletin	Mar-08	Information	corres
CR347	27-Feb-08	OCC	Raising Community awareness of proposed changes to PO network	Information	Corres
CR348	28-Feb-08	Mr Glennister	Complaint about Chairman	Complaint	Corres
CR349	5-Mar-08	ORCC	Thanks for invite from Nicola Ball & copy of Housing Needs survey form	Information	Agenda
CR350	6-Mar-08	Mr Skipp	Begbroke Lane - improve surface - for cycle route to Kidlington	Planning	Agenda
CR351	6-Mar-08	Thames Valley Police	Community Policing Awards	Information	Agenda
CR352	6-Mar-08	CDC Planning Housing and Economy	Cherwell local development framework consultation	Information	Corres
CR353	6-Mar-08	Barclays	Statement for playground payment	Finance	Corres
CR354	6-Mar-08	OCC	County Council Vacancy - Kidlington & Yarnton Division	Election	Agenda
CR355	6-Mar-08	CAG Oxfordshire	Newsletter	Information	Corres
CR356	18-Mar-08	ORCC	Begbroke Rural transport Review forms	Survey	Agenda
CR357	18-Mar-08	CDC Customer Service & Resources	District Council Election Poster	Election	Agenda
CR358	19-Mar-08	CDC Customer Service & Resources	CDC Calender of meetings	Information	Agenda
CR359	26-Mar-08	OCC County Legal Services	Grass cutting agreement	Maintenance	Agenda
CR360	26-Mar-08	CDC	Standards Committee Meeting	Information	Agenda
CR361	29-Mar-08	OCC Transport	Bus timetables	Information	
CR362	29-Mar-08	CDC Planning and Development Services	Consultation Draft Begbroke Area Appraisal	Information	Agenda
CR363	31-Mar-08	Allianz	Insurance renewal	Financial	Agenda
CR364	31-Mar-08	Northern Area Office	20mph speed limit proposal Ref: 161160	H&S	Agenda
CR365	31-Mar-08	Northern Area Office	flooding in St Michaels lane ref: 166356	HS	Agenda
CR366	1-Apr-08	OPFA	Training Course information	Training	Agenda
CR367	1-Apr-08	WODC	Site Allocations Development Plan	Planning	Agenda
CR368	1-Apr-08	CDC Leader of The Council	Letter from the leader	Information	Agenda
CR369	2-Apr-08	OCC County Legal Services	Grass Cutting agreement	Contract	Agenda
CR370	2-Apr-08	CDC Customer Service & Resources	Legal Services for Begbroke Parish Council	Legal Services	Agenda
CR371	2-Apr-08	NR PRICKET	Grass Cutting quote & schedule	Maintenance	Agenda
CR372	3-Apr-08	CDC Environment & Economy	Free recycling at events	Environnement	Corres
CR373	4-Apr-08	CDC Environment & Economy	Grant information payment and comment form	Finance	Agenda
CR374	4-Apr-08	OCC Transport	Review of subsidised bus services	Information	Agenda
CR375	5-Apr-08	Oxford University	Invitation to see science park	Invitation	Corres
CR376	5-Apr-08	NR PRICKET	Grass cutting - re-quote	Quotation	Agenda
CR377	5-Apr-08	Volunteer Centre leaflets	Information	Information	Corres
CR378	5-Apr-08	Regional Housing Strategy	Information on housing strategy	Information	Corres
CR379	12-Apr-08	CDC Planning and Development Services	08/00899/F Oxford University access Road	Planning	Agenda
CR380	12-Apr-08	CDC Customer Service & Resources	Registor of Interest - Ruth Davies	Legal Services	Corres

REF	DATE	TO	SUBJECT	TYPE
CS.93	5-Feb-08	BEGBROKE WI	SECTION 137 LGA GRANT OF £200	Finance
CS.94	10-Feb-08	ALLIANZE	INSURANCE SCHEDULE SUBMITTED FOR QUOTE	Finance
CS.95	10-Feb-08	ROSPA PLAY SAFETY	REQUEST FOR INSPECTION	h&s
CS.96	11-Feb-08	FINMERE PC	INVOICE FOR OLD NOTICE BOARDS	Finance
CS.97	14-Feb-08	Northern Area Office	PROPOSED 20MPH SPEED LIMIT	H&S
CS.98				
CS.99	4-Mar-08	Begbroke Bowls Club	Grant application reply	Finance
CS.100	11-Mar-08	MR Glennister	Complaint response	Complaint
CS.101	14-Mar-08	The Link Gordon Lloyd	Requesting him to check contentious issues before publication.	requests
CS.101a	23-Feb-08	Mr Pricket	Grass Cutting agreement	Maintenance
CS.102	13-Mar-08	OCC	Grass cutting legal agreement	Maintenance
CS.103	20-Mar-08	Northern Area Office	St Michaels lane flooding	Maintenance
CS.104	20-Mar-08	Northern Area Office	Langford lane Traffic signals	H&S
CS.105	21-Mar-08	BVHMC	Annual report	H&S
CS.106	29/03/2008	Grass cutting legal agreement	Maintenance	Maintenance
CS.107	14-Apr-08	Mrs Warner Rose Cottage	Croosing A44 at Langford Lane	H&S

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

27 Willow Way
Begbroke
Kidlington
Oxfordshire, OX5 1SD
e-mail at: clerkbpc@btinternet.com

<http://www.cherwell-local.org.uk/site/BEGBROKE-PARISH-COUNCIL/index.htm>

MINUTES OF THE ANNUAL GENERAL MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON MONDAY 21ST MAY 2007 AT 6.30PM

1 Present: Dr. J Durrant (Chairman), Jeffrey Wright (Clerk), Cllr. Ruth Davies, Cllr. David Wintersgill; Cllr. John Roff, Cllr. Lester Millin, Cllr. Mike Gibbard. There were also 12 members of the public in attendance.

1.1 Apologies: Cllr Maureen Hastings Cllr. Malcolm Ryder

2 Read and Confirm Minutes of Last Meeting.

2.1 The minutes of the meeting held on Monday 22nd May 2006 were confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3. Declaration of Interests & Gifts and Hospitality

3.1 None declared

4. Matters Arising from the Minutes

4.1 The South East Plan. Chairman reported that the new access road from the A44 to Begbroke Science Park would not proceed. The floor suggested that they had heard the new road was proposed to go from Sandy Lane Yarnton through to Yarnton Lane Yarnton.

4.2 New representations were being made about the A44 speed limit to Oxfordshire County Council by District Councillor Mike Gibbard. The meeting agreed there appeared to be no enforcement. The meeting discussed the flashing warning signs becoming common in other villages but with a few exceptions, there appeared to be a lack of them. The County Council will not do anything about removal of the roundabout at present.

5. Chairman's Report.

The Chairman thanked the previous Chairman Liz Dresden for her service to the Parish Council and also Hilary Hasting who was the previous clerk. Replacement of Hilary had been a long drawn out process but eventually Jeffrey Wright was interviewed with another candidate and was appointed as the new clerk.

A Parish and District Council election had recently taken place. All members, apart from Carol Trevelyan who had been on holiday, had been re-elected un-opposed. She had unfortunately been unable to submit her nomination in time. This meant the election of another member to the Council. If all had applied, an election would have had to been held

costing the Parish money. The Chairman thanked Carol for all her hard work and hoped that in the future she would once again be part of the Parish Council.

The first half of the precept had been received from CDC. £3000 of this was allocated for the village hall but this needed to be spent correctly.

A new railing will soon be installed to the southern end of the play area to close the gap between it and Begbroke Lane. A plan for improvements to the Play Area was available for comment. The idea was to create separate areas for smaller children and teenagers. This would mean moving the roundabout and teenage shelter and providing some new equipment such as an adult gym and replacing the Ball Pole with a Basket Ball net with tarmac below. Another proposal was to enclose the children's area with fencing so the smaller children were more secure, separated from the older children and to prevent dogs getting in.

The chairman reported that the police did not appear to respond to telephone calls regarding vandalism and never got back. The police were invited to the AGM but declined and proposed a separate meeting to discuss forthcoming proposals with the Clerk which was declined. The chairman reported that village environment could do with improvement and that wild flowers were being planted but that trees were not inappropriately cut down.

6. Clerk's financial report 1st April 2006 – 31st March 2007.

In February 2007 I was appointed to the post of Clerk to Begbroke Parish Council. I would like to thank the Chairman, Dr Jill Durrant and the Councillors for their assistance.

There had been no clerk in post for several months and with only two months to go to the end of the financial year it presented quite a challenge to "get on board" and continue with the administration of the Council's business. During this time there has also been a Parish & District Council Election causing additional work.

Initially I looked at the way income and expenses were managed. These were recorded by hand in a ledger with manual calculation of figures. I therefore decided to move forward and make some changes. Transactions are now recorded electronically using Microsoft Money. This is accurate, allows me to increase the income and expense categories with specific comments and enables me to analyse spending and income. I can also give regular up to date reports to the Parish Council. Files are backed up.

There will be some differences between the income and expense categories and those in the budget for 2007-08. The plan is for next year's budget (2008 – 2009) to align more closely with these categories so that budget can be easily monitored against spending. Running totals for VAT are shown. As the council does not pay Vat, £850 has been reclaimed

The balance brought forward from last year was £7,959. The income totalled £17,370.00 and expenses were £13,274.30 a difference of £4,095.70. Added to the reserves, this shows a healthy balance of £12,054.89. This will obviously give some room for some limited additional expenditure next year. The increase in expenditure over budget was £923.00 and mainly due to a rise in grass cutting costs, playground repairs and village work.

The accounts have been produced and agreed by the Parish Council. This was recorded as a minute in the Annual Parish Meeting of 30th April 2007. The accounts are now with the internal auditor and will then be submitted for external audit by BDO Stoy Hayward.

In accordance with The Audit Commission return 31st March 2007, an assessment of risks facing the Council (Financial management & Administration), with appropriate steps to manage those risks, has been completed. This will be formally reviewed annually and as needs arise.

The accounts are organised by the following pages:

- Statement of Responsibilities
- Bank reconciliation and External Audit reconciliation
- Graph of Income & Spending & Account Transactions from 1st April 2006 – 31st March 2007
- Categorised income and spending, details of assets, debtors, creditors, bank balances and balances less creditors
- Section 137 grants
- Financial Management & Administration,
- Explanation of discrepancies,
- Budgeted spending proposals

I have updated the Parish Assets list with the addition of the 8 litter bins and the removal of the barrel roller which was removed. The insurance has been re-assessed with a minimal increase of a few pounds. I now note that there is a further bench to the north east boundary of the playing field. The current asset value is about £68k.

Bank charges appeared excessive and I wrote written to NatWest about them. Unfortunately they will not deal with me at present until the new bank mandates have been agreed by them. These were delayed due to the impending election but all councillors have signed them and have been submitted.

A Grant cheque to the Link Parish Magazine was returned because of insufficient funds in the Current account. This cost a total of £101.16. A balance of £13,500 was held in reserve account at the time.

Two Councillors now countersign invoices presented for payment. This is in addition to two signatures on cheques. This will introduces more financial control and reduces risk of incorrect payments.

There is an additional precept amount of £6,000 raised specifically for the village hall. I have written to the Honorary Secretary of the BVHMC because the Parish Council want to achieve the best value for our Council Tax Payers. We have asked that the proposed scope of works with associated budget could be outlined and that we would expect comparative quotations on a similar basis that OCC would use to procure work before we agree to any release of funds.

H&S will be a priority this year. Several items that are being looked at is fencing around the child's play area and forming a separate area for teenagers. The hedge where the gap is will

shortly be protected by an 11m length of 1.8m metal railing. An instruction has been made to Cartwright Landscapes.

A new Street Light (5A) has been installed as close as possible to the Play area in Begbroke Crescent. This is to try and address some of the vandalism problems and improve security. This was installed at no cost to the Parish.

I am also pursuing Public Liability insurance certification from contractors to protect the Council's interests when arranging work. The expectation is that a copy of the certificate will be checked against criteria and kept on file. The current minimum value is currently £5 million but in terms of Highway work is now £10 million. I have written to the Grass Cutting Contractor about this.

I look forward to another year continuing in this post and working for the Parish.

The Clerk elaborated on the accounts and answered questions.

7. Report from District Councillor

7.1 Cllr. Mike Gibbard reported on his recent re-election to Cherwell District Council. He said that the new Cherwell District Council Chairman is very business minded and is reshaping the way the Council conducts its business by forming 3 Directorates. These are: Planning Housing & Economy, Environment & Community and Customer Services & Resources. A customer call centre has been set up with over 22,000 calls having been received to date. This is relieving pressure on back office staff and freeing up time for other duties. Mike also showed Cherwell Council's list of useful telephone numbers that has been distributed to householders.

Mike has been given the portfolio for Planning & Housing which also includes portable housing. He welcomed the opportunity to be involved in a subject with which he held very strong views. Mike also sits on the South Area Planning Committee as well as the Licensing Committee and Service Appeals Panel.

8. Question time.

Most questions were related to a discussion concerning the distribution of the additional precept for the village hall. The VHMC thought the Parish Council appeared to be dictating to them how it should be spent but the Council said that it wanted best value for public money. The discussion revolved around the 5 year plan for the hall and what was necessary to prevent further decay. The Council thought priorities should be building repairs not decoration although this was also urgently required. The VHMC had three quotes for some of the works. The Parish Council made the point that if the spend was over £2k they were legally obliged to ask what the money was being used for. They also pointed out that if the grants were applied for through them, the council would be able to reclaim the VAT in a similar way to the village hall kitchen. It was agreed that members of the BVHMC would discuss and meet with clerk to see if it was not too late to pursue this route. This could enable further grants to be made (if the PC agreed) of the reclaimed money. The value of the £6k precept would be worth more. This is the kind of thing the Parish Council were keen to promote when talking about best value. The floor commented that the saving would buy the crockery mentioned in the 5 year plan.

Mr Perkin suggested that as there were not enough Cricket players, it looked likely there would be no cricket club this year. He suggested the play area could be re-sited to the rear

of the play group area. It was thought this would prejudice future use of the field and would be costly.

Mrs Dresden thought that the village was not being policed properly although Mr Perkin said that since the Clerk had written to the Police about many issues such as egg throwing, fireworks at 3.0am, broken glass on the play area as well as consumption of alcohol in this area, patrols had increased. He thought that vandalism was not necessarily caused by youths from the village. Cllr Wintersgill had discovered 4 cans of beer hidden in the play Area. The floor was also concerned because evidence of drug taking, vandalism and sexual activity were apparent near the hall. Cllr. Gibbard said that Neighbourhood Watch was a good method of improving security and consideration might be given to implementing or expanding existing schemes.

9. New Business

9.1 The Chairman reported that two dog bins may be provided. Suitable positions were thought to be one at each bus shelter. The capital cost is £210/bin plus revenue cost of £210 per year. Clerk is to investigate.

9.2 The Village Hall Management Committee had declined to have a bottle bank positioned at the village hall car park. They reported that potential damage could be caused to the car park, that noise, broken glass and waste on the ground would be a nuisance and that Cherwell should take the glass.

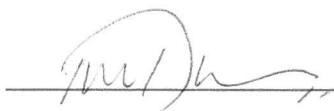
9.3 The Chairman said that the practice of paving gardens instead of lawns was having a detrimental effect on the environment. It is starting to become a cause of flooding as water is not draining away through the soil.

9.4 Comments were made about the condition of the side wall of Solo Italia garage. It was the first thing that people entering the village saw and gave a poor impression. The floor considered whether the Clerk should write to them.

9.5 The Parish Council displayed a draft plan of proposals for the play Area. As described in the above reports, the Council wanted to separate, and improve the safety of the smaller children by enclosing the equipment with low level railings. This would involve moving the roundabout and the teenage shelter. Consideration would also be given to provision of a basketball pole with an adult gym. The clerk is in the process of obtaining quotations for this work for which a grant may be available.

As there was no other business the Chairman thanks everyone for attending and closed the meeting.

Signed



Date:

12.05.08

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

27 Willow Way
Begbroke
Kidlington
Oxfordshire, OX5 1SD
e-mail at: clerkbpc@btinternet.com

<http://www.cherwell-local.org.uk/site/BEGBROKE-PARISH-COUNCIL/index.htm>

MINUTES OF THE ANNUAL PARISH MEETING (AGM) OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON MONDAY 12th MAY 2008 AT 7.0PM

1 Present: Dr. J Durrant (Chairman), Jeffrey Wright (Clerk), Cllr. Malcolm Ryder, Cllr. Ruth Davies, Cllr. David Wintersgill; Cllr. John Roff, Cllr. Lester Millin, There were also 17 members of the public in attendance.

1.1 Apologies: Cllr. Mike Gibbard.

2 Read and Confirm Minutes of Last Meeting.

2.1 The minutes of the meeting held on Monday 21st May 2007 were confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3 Declaration of Interests & Gifts and Hospitality

3.1 None declared

4 Matters Arising from the Minutes

4.1. Dog bins were not proceeded with due to difficulties with suitable locations and cost.

4.2 There appears to be nowhere to put a bottle bank. There were objections because people thought vandals might use the bottles for their activities, disposing of bottles caused some noise and litter was created from broken glass.

4.3 The clerk had not written to the owners of Solo Italia, pending further investigation about license agreement and other information. The meeting agreed the building was an eyesore.

5 Chairman's Report.

- The Chairman reported the imminent closure of Begbroke Post Office. She thought it very sad and that it would probably alter the village and eventually help to cause the demise of the shop.
- Vandalism in the village was a large problem. There was drug use, alcohol had been consumed in the churchyard and John Roff, his assistant churchwardens and volunteers, had worked very hard clearing up. New lighting has been installed in the churchyard as well as a burglar alarm.
- Litter continued to blight the village.
- A new Police Sergeant had been appointed but to date nothing has been heard from him. The chairman thought it was up to the parents and police to try to stop some of the incidents in the village; however the Parish Council would continue to pressure the police for action.
- An additional street light has been installed opposite the play area.
- She reported that it was very sad that there was no cricket club and that the Bowls club were short of members.
- The parish council liaised with the VHM and discussed future projects with them.
- Several areas had been included in the conservation area such as an area of land near the priory and the Lodge Building which was up for sale.
- The Church dry stone walling was of concern and the parish council hoped to assist with repairs if they were able to.
- Crossing the A44 presented difficulties for many people and the council will continue to push for a pedestrian crossing.
- Cllr Ryder, the Vice Chairman, then presented photographs showing footpaths such as Dalton Lane which has just been completely opened up although illegal signs continued to be erected.
- The chairman said that councillors could be remunerated but had taken the decision not to as it was a public service.
- She thanked the clerk for his efforts as well as Cllr John Roff who said he was retiring after the annual council meeting. She said he had been a councillor since June 1999 which was considerable service to the Parish.
- She also thanked Maureen Hasting who has now retired. The clerk read out a letter he had written to Maureen on behalf of the council.

**6 Clerk's Financial Report and Accounts 2007 - 2008 for Begbroke Parish Council
Audit 2006-7**

Last years audit was considered satisfactory by the external auditors, BDO Stoy Hayward. Their only comment was there was a rounding error of £1.00.

Accounts

The balance brought forward from last year was £12,055. Income totalled £24,617.71 and the expenditure was £34,389.19. The residual balance carried over to 2008-9 was £2,283.72. A refund of vat claim has been paid to the value of £2.6k. This will be in the 2008-9 account together with CDC's grant payment of £6.3k for the play area work which gives a balance of £11.2k (excluding precept) to start this financial year.

The parish accounts were agreed by the parish council on 14th April 2008. It has been recorded in the minutes as items 11.5 & 11.5.1. The accounts have also been approved as satisfactory by the internal auditor and have now been submitted for external audit to BDO Stoy Hayward.

The accounts are organised by the following pages:

- Statement of Responsibilities
- Bank reconciliation and External Audit reconciliation
- Graph of Income & Spending & Account Transactions from 1st April 2007 – 31st March 2008
- Summary of Income and spending
- Categorised income and spending, details of assets, debtors, creditors, bank balances and balances less creditors
- Explanation of significant differences.
- Section 137 grants
- Assets
- Budgeted spending proposals
- Financial Management & Administration.

Bank reconciliation and External Audit reconciliation.

All transactions were reconciled with outstanding liabilities to achieve a nil difference for the external audit. Boxes 1 – 11 are those that have to be completed.

Income

Main income was mainly the precept from CDC comprising two payments of £10,046, VAT refunds of £2267, compensation and interest from our bankers of £956 and a grass cutting grant of £966.

Expenditure

- This year the Parish Council concentrated work on the village hall and health and safety especially improvements to the play area. This has now been fenced with low level railings and two sets of entry/exit gates. The old swings which did not comply with current regulations have been replaced. The expenditure on the play area was around £21,625.21 (see separate accounts to BVHMC). Of this we have been refunded about £8.5k comprising a grant from CDC and VAT so the net figure is approximately £13k.
- Other main expenditure was to the village hall detailed below, clerks salary and expenses which totalled £4,876.57 and grass cutting.
- The parish council supported the jubilee event by paying for the climbing wall. This was appreciated by those that used it but the event was poorly supported.
- The parish council belong to various organisations including Oxfordshire Playing Field association, ORCC, OALC and the green belt Network.

Explanation of significant differences.

If there is a difference between last years figures and this years of >10% or £100, then an explanation has to be given to the accountants. The differences are really down to increase expenditure and income not being realised before the end of the year.

Section 137 grants

There is a limit to the amount of grants that the parish council can give. This is based on the amount of electors and in Begbroke there are 639. The maximum allowed per elector is £5.64 so the maximum grants we could have given is £3,603.96. In the event, £650 in total was given to Begbroke Coffee Morning, The Link, The WI, and Oxfordshire Association for the Blind and Victim support. There were letters requesting other grants, but sometimes these cannot be given under Section 137 of the Local Government Act, especially sporting organisations who can obtain funds elsewhere.

Assets

The asset list has been updated to reflect any assets that were disposed of and those that were added. The current asset value is about £81k. Accordingly the insurance policy has been re-assessed with an increased premium of about £45. In accordance with our policy, incidents such as the recent fire in the southbound bus shelter and maintenance we do to them have been reported to Allianz as material facts in case they wish to alter the risk.

Budgeted spending proposals

This shows the budget for the next financial year. The precept is set at £20,887 and includes a sum of £6000 for improvements to the village hall and its grounds.

Financial management & Administration

In accordance with The Audit Commission return 31st March 2007, an assessment of risks facing the Council (Financial management & Administration), with appropriate steps to manage those risks, has been completed. This has been formally reviewed during the year. This is basically a risk assessment.

Two councillors now countersign invoices presented for payment. This is in addition to two signatures on cheques and introduces more financial control with a reduced risk of incorrect payments.

One area of concern though is my job. If I was unable to carry on for whatever reason or resigned, there would be considerable difficulties. Perhaps, there should be a trained locum clerk. I have tried to keep everything that I generate, in an electronic format as

much as possible. Information is sorted into folders and sub folders with data being kept on a portable device but backed up to a hard disc and a portable hard disc as well.

Begbroke Village hall

The additional precept amount of £6,000 was raised specifically for the village hall. So far the Parish Council has funded the replacement of the fascias and gutters, cut the hedge bordering Begbroke Lane and cut the playing field grass. There is around £2k left of this money. The plan this year is to get the car park refurbished with a macadam surface and edgings. We also plan to erect railings adjacent to the bowling green. A grant application has been made and the cost to do the car park and one side of the green with railings is £14,215 of which we hope to obtain 50%. The grant application meets all the criteria so approval should be forthcoming. We can then consider railings on the other side later.

Bankers

It is only in the last few months that Natwest have managed to sort out the bank mandate for parish councillors and me to be able to manage the account. In fact after several letters of complaint, including to their head office, we were given £500 compensation for the appalling service we received. Bank charges of £101.16 have also been reclaimed. These charges related to a grant cheque to The Link which was returned because of insufficient funds in the current account despite a balance of £13,500 held in reserve account at the time.

Website

Most information is posted on the parish council website including a copy of the accounts.

7 Report from District Councillor

7.1 "I am pleased to have been asked to continue on the Executive of Cherwell District Council, holding the Portfolio for Planning and Housing

Green Belt

During the year, the public inquiry into the South East plan contained some welcome news for us, in that the inspectors specifically rejected proposals for building in 'our triangle' as there would be '....less risk of coalescence with the surrounding settlements of Kidlington, Yarnton and Begbroke...' We wait to see if the final South East Plan, due to be published in June, heeds this advice.

Local Development Framework

The issues and options consultation for the LDF (which is effectively the next Cherwell Local Plan) has caused some local alarm by development being put forward for the most unlikely sites. These proposals however inappropriate they may seem, have been encouraged by the Government in their desperate bid to build housing. I am chairing a Panel set up to sift through all these applications, and would like to assure you that common sense will prevail.

Eco-Towns

Also part of the Government drive for housing is the Eco Town Agenda. Weston on the Green (15,000 homes) has made it on to the first short list, but Shipton Quarry (5000) has been dropped. Cherwell are totally opposed to Weston, mindful of its likely effect on Bicester and Kidlington, and question just how 'eco' such a proposal would be, one third of which would be built on Green Belt.

A44 Crossings

Closer to home, I remain committed to providing safe pedestrian crossings on the A44 for Begbroke, and Yarnton. However, the revised access proposals for Begbroke Science Park go before Planning Committee next month, and it is unlikely that any other A44 improvements will be considered until this is settled. I do however intend to use my new County Council role to push harder for the crossings.

Affordable Housing

Cherwell completed 166 affordable houses last year. The delivery of flats was well in the majority (82%). The national context may see a push back to houses in the next few years although household projections for more elderly and single person households will still mean a significant role for flats. However I will be looking closely at all new Section 106 and windfall opportunities, with a view to balancing up the supply of houses/flats".

Michael Gibbard District Councillor 12 May 2008

Report of County Councillor

"I am delighted to have been elected on 1 May as your County Councillor, alongside Maurice Billington, and thank everyone who was able to give me their support.

I have yet to discover what specific role I might be given at the County Council, but will look forward to having a greater say on transport, road safety, public transport, environment and education issues on behalf of Begbroke"

Michael Gibbard County Councillor 12 May 2008

8 Question Time.

- Bob Perkin thanked the clerk for his untiring service to the Parish Council. He then went on to say that he thought the early start of the meeting (7.0pm) was unsatisfactory as some people were unable to attend. The meeting agreed to make the start time to be 7.30pm for future Annual Parish Meetings.
- A resident commented on the bus survey asking if there was to be a report, to which the clerk said there would. He also said that BPC had not designed the questions but had added one which requested comment about bus passes. Bus passes were mentioned especially as they could not be used on the early bus service (224) to Kidlington. The clerk said that they would continue to propose a circular route via Langford lane to Kidlington and Oxford and vice versa. The surveys have been delivered to ORCC.
- Many comments were made about Solo Italia. The buildings scruffy appearance when entering Begbroke, parking in the lay-by by staff preventing others from using it and customers parking both sides of the service road. A similar episode recently caused 5 vehicles to back up on the dual carriageway. Apparently the business is only licensed for 32 for sale vehicles but it appears that there are many more than that on the site.
- A discussion took place about the A44 50mph speed limit and non observance. Residents wanted to know what could be done about it. There appeared to be no speed enforcement unlike some roads in the area such as the main road to Banbury which often has enforcement cameras. The clerk thought the 50mph repeater signs not very visible. One resident thought the vegetation on the roundabout needed cutting but the clerk said it had been done recently. Cllr Roff asked if the A44 committee still met but apparently not recently.
- Residents were unhappy that the appeal by Merton College to develop Hall farm was successful on April 1st. apparently they are restricted to the two barns and 3 houses. The chairman said the council had suggested it should have been used for affordable housing. It appears that a new road would have to be constructed rather than use Spring Hill. The clerk had received no correspondence from Cherwell about this appeal and he is to write.
- Bob Perkin said that the Post Office will close in the 2nd week of June. There were no reprieves in Oxfordshire. He thanked the parish council for its support. He wanted to scotch the rumours that were circulating about its closure. Whilst the shop will close for Christmas and holidays it will continue for now but it needs the support of people in the village as many residents do not use it at present.

9 AOB

9.1 The parish plan was discussed but it had not had much support. The clerk said it was an overall strategy and all organisations in the village had to contribute and support it. At present it was thought best to discuss plans directly with the VPMC and review in 6 months. Information had been in the Link but the playgroup leader said she did not receive a copy and so had not seen the information. Gordon Lloyd was to investigate.

9.2 The lack of good changing rooms was thought to be a reason for no cricket but a resident said he had seen far worse accommodation and that did not stop people playing.

9.3 Cllr Millin thought part of the play area (overflow car park) could be used for the playgroup.

As there was no other business the Chairman thanked everyone for attending and closed the meeting.

Signed

Dr Jill Durrant (Chairman)

Date: 18th May 2009



Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

27 Willow Way
Begbroke
Kidlington
Oxfordshire, OX5 1SD

e-mail at: clerkbpc@btinternet.com

<http://www.cherwell-local.org.uk/site/BEGBROKE-PARISH-COUNCIL/index.htm>

MINUTES OF THE ANNUAL COUNCIL MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 12TH MAY 2008

- 1 Present:** Dr.J Durrant (Chairman), Cllr Malcolm Ryder (Vice Chairman) Jeffrey Wright (Clerk), Cllr. John Roff, Cllr. Lester Millin, Cllr. Ruth Davies. Cllr David Wintersgill, Cllr Michael Gibbard.

1.1 Apologies

None

2. Read and Confirm Minutes of Last Meeting.

2.1 The minutes of the meeting held on 14th April 2008 were confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3. Declaration of Interest & Gifts or Hospitality.

Cllr Ryder declared that he was part owner of 44 Fernhill Road and that he would forward a completed change form for the clerk to send to CDC.

4. Matters Arising from the Minutes.

(Matters arising from April 14th and 12th May are to be discussed on 2nd June 2008)

5 Reports from County & District Councillors.

5.1 Report

Reports are detailed in the Annual Parish meeting minutes which immediately preceded this meeting.

6 Elections/Resignations

Election of Chairman and Vice Chairman to the parish council.

Nominations were as follows:

Chairman: Dr Irene Jill Durrant

Proposer: Ruth Davies

Seconder: Malcolm Ryder

The proposal was carried by a majority vote with Cllr Millin voting against. Dr Irene Jill Durrant was therefore elected Chairman for the next 12 months.

Vice Chairman: Malcolm Ryder
Proposer: Ruth Davies
Seconder: Dr Irene Jill Durrant.

The proposal was carried unanimously. Cllr Malcolm Ryder was therefore elected Vice Chairman for the next 12 months.

6.2 Resignations

Cllr Roff said this would be his last meeting as he was resigning from the parish council after being a member since June 1999. He considered someone younger should take his place. The chairman thanked John for his excellent service to the parish and that the members would take him for a meal which the clerk will organise. He said he will continue on the VPMC and with his Churchwarden duties. The clerk has prepared a statutory notice advertising the vacancy and if the 10 electors required to hold an election have not come forward by June 2nd 2008, the parish council can co-opt an applicant.

7 New Business

7.1 Oxfordshire Bus strategy and subsidy policy. A discussion took place about this document distributed by OCC. It appears that parish councils can request buses which can be considered for immediate implementation if there is a strong case for urgency. In other cases, active consideration will be deferred to the next scheduled review of subsidy contracts in the area. Clerk to write and request a circular route via Langford Lane.

7.2 Mrs Warner – problems crossing the A44. Clerk to write to Northern Area office requesting a crossing at Langford Lane.

8 Planning (May – Malcolm/Lester)

Applications

8.1 08/00920/F Mr & Mrs Digweed 4 Willow way, front & side single storey extension.

8.2 Decisions:

8.2.1. None

8.3 Conditions of Planning:

8.3.1 None

8.4. Appeals

8.4.1 APP/C3105/A/07/2049085 Merton College – The appeal was successful but no information had been sent to the parish council by CDC

8.5 Withdrawals

8.5.1 None

9 Correspondence

9.1 See Appendix 1 sent & Appendix 2 received.

10. Comments on last months Correspondence

10.1. None

11. Financial Matters

Balances and Liabilities

11.1 Balance as of 12/05/2008: Current A/C & Reserve A/C £19264.96

Income

11.2 Bank interest: Gross interest for year to 25th April 2008 £568.66 Tax paid £113.74

11.2.1 HMRC VAT refund £2,626.78, CDC Precept 1st half £10,443.50, CDC Play area grant £6,352.00 Total: £19,422.28

Expenditure

11.3 Clerks Salary £455.22 (01/04/2008 - 30/04/2008) CN: 140 ✓

11.3.1 Clerks Expenses £80.32 (01/04/2008 - 30/04/2008) CN: 141 ✓

11.3.2 OALC Membership £138.64 CN: 144

11.3.3 Nicholson Nurseries Planting of Crataegus Monogyna to fill gap in hedge Begbroke Lane £68.74 CN: 142 ✓

11.3.4 ORCC Membership £20.00 C/N:143

11.3.5 Mr M Caughey Internal Audit £150 C/N 145 ✓

Grant Requests/Applications

11.4. Car park/railings at Bowls Club – grant. Application appears to meet all criteria – awaiting meeting to discuss with Matt Hill from CDC.

11.4.1 St Michaels Church.

Other Financial Issues

11.5 The Link – accounts from the Editor are reproduced below.

2007

<u>Income</u>	Balance brought forward	£2292.54
	Subscriptions and advertisements	£962.15
	Grant from Parish Council	£250.00
		£3504.69
<u>Expenditure</u>	Printing	£1212.75
	Administration	£20.00
	Balance carried forward	£2271.94
		£3504.69

Notes

1. On trading The Link showed a deficit of £20.60 over the year.

2. The balance, quite substantial, is a cushion against the present printer, who prints The Link at a cost below the normal commercial charge, being unable or unwilling to continue for any reason, in which case it might be necessary to pay the full commercial rate elsewhere until the next January when it would be possible to raise the cost to subscribers.

3. I have no record now of the grant from the Parish Council before 1996, but from 1996 until 2004 the grant was £200. In each of 2005, 2006 and 2007 the grant was £250.

4. So far for 2008 the income from subscriptions and advertising has been £979.70 (marginally up on 2007). The printing cost for 2 issues (the January issue is always paid in December and so falls in the accounts of the previous year) has been £485.00, including the cost of printing the Transport Survey, £48.30. Unless the remaining issues are shorter The Link will show a deficit in 2008 even with the usual grant from the Parish Council.

I hope this is clear and helpful.

Gordon Lloyd

12 Health and Safety Matters (May - Lester)

12.1 Councillor's Playground inspection reports. Litter such as glass and chewing gum was quite a problem. He collected several bags of litter and put them by the wheelie bins but were not collected so he took them home for disposal.

12.2 Asset inspection and quarterly inspection of playground equipment. A higher grade inspection was thought necessary on a quarterly basis. Cllr Ryder agreed to do this.

13 Training

13.1 Malcolm to attend roadshow Wednesday 14th May 2008

14 Freedom of information requests.

14.1 None

15 Any Other Business

15.1. It was noted that cars and motor bikes are driving to the area next to the play area. The clerk is to obtain a quote for a gate with restriction to prevent motor cycles but permitting pedestrians. It is to have a Play Ground sign on it.

15.2 A discussion took place about electronic bus stop information. Cllr Gibbard said the one in Yarnton had been paid by developer contribution.

15.3 The problem of parked vehicles at Solo Italia was raised. Clerk suggested there should be white line parallel to the garage kerb to direct traffic away from collision course with vehicles coming from dual carriageway who took the bend too wide.

15.4 Cllr Gibbard is to pursue the non enforcement of the 50mph limit on the A44 with OCC. Most people suggested instances on roads where limits were enforced but hardly ever in Begbroke or Yarnton.

15.5 Cllr Gibbard is also to pursue the proposed circular bus route.

15.6 Bus Passes and the 9.30am threshold. Cllr Gibbard explained that the government subsidy was insufficient in tourist areas and the Water Eaton Park and Ride had cost an additional £200k. He was hopeful however, that there would be some positive news by July. Three local councils presently subsidise buses from 9.0am at present.

16. Dates of the Next Meetings:

16.1 Parish council meeting 2nd June 2008

16.2 Parish council meeting Monday 7th July 2008

Signed



Date:

02.06.08