

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

27 Willow Way

Begbroke

Kidlington

Oxfordshire, OX5 1SD

e-mail at: clerkbpc@btinternet.com

MINUTES

OF THE MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 7th MARCH 2011 AT 6.30 PM

1 Present: Cllr Malcolm Ryder (Chairman); Cllr Jill Durrant (Vice Chairman); Cllr Ellis Davies; Cllr Carol Trevelyan; Cllr David Wintersgill; Jeffrey Wright (Clerk)

1.1 Apologies Cllr Michael Gibbard; Cllr Robert Perkin

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting held on 7th February 2011 were confirmed as a true record.

3 Declaration of Interest & Gifts or Hospitality

3.1. None declared.

4 Matters Arising from the Minutes

4.1 Bus stop maintenance – there was nothing to report.

4.2 Village Hall Christmas tree 2010-11 – was erected by side of hall. The committee were unhappy about this as they had expected it to be decorated and displayed on the hall canopy for the benefit of the village.

4.3 Reply received from Royal Mail regarding proposed Post Box in Begbroke West (CR909). They thanked the committee for offering to contribute towards installation but said that post was declining and that it was not just the cost of the box but the ongoing maintenance and clearance costs as well. Cllr Durrant said one reason for low post counts was that many people did not want to cross the road and posted elsewhere. It was decided unanimously not to proceed further.

4.4 It was noted that Parish of Begbroke Election is to be on 5th May 2010. The clerk outlined the basic procedure to councillors regarding standing for election.

4.5 Paul Wilson OCC Area Steward, will visit in April. A 13 item list has been sent to him of highway issues in the village. Cllr Durrant added flooding and potholes.

4.6 Proposed Street Light in Fernhill Road. The committee wrote to 5 residents of whom 2 replied with objections, 3 did not reply from which it was assumed there was no objection and there was one opposing response from a household who had not been directly consulted by letter. The proposal was also published in The Link resulting in no further comments. Therefore, it was the view of the committee that because of the excessive cost of the light and taking account of residents views, the parish council decided not to proceed. Clerk to advise OCC of decision.

4.7 Notice board – village hall contact name for booking information is out of date.

4.8 BVHMC requires financial assistance to replace their garage. Clerk had made enquiries regarding how much cricket is played. Fixtures so far are Sunday 12th June, Sunday 26th June, Tuesday 28th June, Sunday 24th July, Sunday 14th August & Sunday 21st August: Clerk is to liaise with BVHMC to discuss as it was thought that additional storage provision could be used for more users than just the cricket club. It was suggested that perhaps a small extension next to the annexe might be better and at the same time, remove an eyesore. The committee commented that the existing shed was dangerous and were concerned about the safety to users of recreational facilities.

4.9 St Michael's Church – requested for a grant of £1800 for churchyard maintenance (CR901) Clerk has written to the Parochial Church Council Secretary to see what other grant applications they had pursued from suitable ecclesiastical organisations that award grants.

4.10 The Local Government Boundary Commission Electoral Review (CR895) Clerk has responded by saying that we do not consider any affinity to Abingdon in this area.

4.11 Clerk has confirmation that PlaySafety will carry out annual play area inspection

4.12 Residents bins at Bus Stop. It appears that the wrong waste is in the bins and Cherwell have attached labels to this effect. It was understood the mess had now been cleared.

5 A44 Pedestrian Crossing and Begbroke Science Park

5.1 The clerk read out responses regarding a letter from the parish council to Nicola Blackwood MP, as to why development land monies (section 106) was being used to fund a pedestrian crossing in Yarnton rather than

Begbroke in which parish Begbroke Science Park sits. She pointed out that Ian Hudspeth pointed to funding pressures and the absence of relevant accident history. In his response to her, Ian Hudspeth, Cabinet Member for Growth and Infrastructure, said that the reason for this is the routing of additional traffic to and from the development site is more likely to impact on the A44 at Yarnton rather than further north at Begbroke. He added that if there were more development funding, he would seriously look at a crossing at Begbroke.

5.2 It was proposed to write a letter to District/County Councillors asking how they intended to assist Begbroke to get some of the section 106 monies in a similar way to that planned by OCC for Yarnton. The draft text was unanimously agreed so that clerk is to carry this out. The committee also wanted a copy letter to be sent to The Chancellor of the University of Oxford and The Chief Executive of CDC.

6. Report from County/District Councillor

6.1 No report

7 Council Representatives. (Two representatives if possible)

7.1 BVHMC (Carol Trevelyan). There was no report as a meeting was due.

7.1.1 The clerk issued the Annual Play Area report to Carol as Bob Perkin; the BVHMC Chairman was not present.

7.1.2 The committee asked if BVHMC had a written plan of hall projects. The clerk is to liaise to see if anything was in place.

7.2 London Oxford Airport Consultative Meeting. (Jill Durrant.) No meeting – however the air show in August was discussed. The clerk is to write and ask if aeroplanes were going to fly over the village

7.3 NAG Group – (David Wintersgill)

Cllr Wintersgill attended a meeting at Islip Village Hall on 22nd February. Issues discussed included speeding on the A44 and youths gathering at the village hall and church. Comments were also received about parking in Fernhill Road especially on pavements. This not only causes problems for pedestrians but also for the school bus. Vandalism appeared to have decreased.

8 New Business

8.1 HMR&C Rules. Parish Clerks cannot be considered as self employed any longer and so the parish council must be registered as an employer and operate a PAYE system. Software with fairly complicated procedures has to be downloaded from HMR&C to carry out this function. The Implications of this was that it was going to be an additional demand on the clerk causing him to spend further hours doing this and could probably be better handled by an independent professional in this field who could run the payroll. It was therefore unanimously decided to arrange for John Dovey FCCA to carry out this function for the council. Clerk is to write and put in hand for April. (See quotation below from Mr Dovey)

8.2 Dates for Annual Parish Meeting and Annual Council Meeting – Tuesday May 10th 7.0pm with ACM afterwards.

8.3 The audit briefing letter from BDO was discussed including asset register, internal audit, reserves and Section 137 of LGA.

8.4 Review of Financial Management and Administration Risk Assessment. This had been amended to include HMR&C rules requiring employer registration, quotations for work and some other minor alterations.

8.5 The current Internal Auditor (Mr Caughey) was reviewed for independence (no personal or professional relationships with him and does not live in or near the parish), competence (retired bank manager and so competent with financial and audit matters), relationship with clerk and councillors (no personal or professional relationships with him apart from the audit), audit planning (clerk had discussed timescales and estimated dates on when documents would be with him and when documents had to be submitted for external audit The display dates were 11/04/11-24/04/11, available from 26/04/11-24/05/11 and audit date is 27/05/11), audit scope planning and audit reporting. (Clerk has sent BDO Audit Briefing to him and discussed the main requirements.)

8.6. Review of Fidelity Guarantee insurance to cover the amount of precept received - £23.6k plus balances – It was agreed to have a minimum of £30k.

8.7 Review of Begbroke parish Council Standing orders – annual review of Freedom of information act information and that the parish council operate a PAYE scheme were added.

8.8 Review of Freedom of information Act information – PAYE information was added to financial information and a £10 charge would be made for copying files to a data stick. Cllr Davies was concerned that data could be altered so these would only be supplied scanned into Adobe format.

8.9 Review of Parish Assets. The clerk had added dates of first purchase to assets. However on some he did not know the date or original cost. Added were the trees on the A44, the additional litter bins with cost differences for replacements and the cycle racks at the bus stops.

8.10 Review of councillors over the age of 75 for insurance purposes. Actual age declaration if over 75 and if will be during forthcoming year. Cllr Trevelyan said she was over 80 and Cllr Durrant said she would be over 75 in the coming year.

8.11 Clerks duties – were reviewed for risk assessment. It was decided that the clerk would enquire from the Society of Local Clerks if there was a source of locums that could do the job in the event of incapacity.

8.12 Publication of spending over £500. The clerk said he would update when more information became available although it was alluded to on the BDO Audit Briefing.

8.13 Revised Household Waste Recycling Centre Strategy for Oxfordshire – comments included why shut down facilities when it appeared that more were required, that Oxford City residents should have their own facilities without having to travel to the proposed Langford Lane site and that glass should be collected. Clerk to respond.

8.14 A future dedication of a tree on the A44 for Mrs Sperrin who recently died will be made by Susan Ganter.

9 Planning

9.1 Applications

9.1.1 R3.0167/10 – Full consent application for construction of a household waste and commercial waste recycling centre. Comments below sent and acknowledged by OCC.

Re: R3.0167/10

"Begbroke Parish Council considers there is insufficient traffic data for this site and could impact unfavourably on our village. The A44 dual carriageway, with its fast traffic is difficult to cross for people especially, the elderly, children and those with limited mobility or dog walkers. We do support provision of a pedestrian controlled crossing in Begbroke. We consider that north bound traffic heading for Langford Lane will come through Begbroke, as it will be more convenient than Kidlington with its eight sets of traffic lights. We also consider that it will have a detrimental environmental impact on our village and locality and local sites of special scientific interest" Kidlington parish council were also opposed and had sent a very detailed submission a copy of which had been circulated to the committee by the clerk.

9.1.2 Begbroke Science Park – new entrance road from the A44 – Whilst the submission date for comments had passed (we are only given 21 days which is insufficient given our meetings are one month apart); the committee decided to oppose the application mainly because it was in green belt. Clerk to write to planning.

9.2 Decisions:

9.2.1 None

9.3 Conditions of Planning

9.3.1 None

9.4. Appeals

9.4.1 None

9.5 Withdrawals

9.5.1 None

9.6 Amendments

9.6.1 None

9.7 Planning Other

9.7.1 The clerk reported on CDC's decision not to publish planning applications in the Oxford Times (statement from Cherwell's website reproduced) "Council's newspaper advertisements informing about planning applications will list only those types of application that the council is legally required to advertise, such as major schemes or conservation and listed building cases, rather than all applications as previously. The adverts will continue to appear in the Banbury Guardian, but southern area applications will be advertised in the Bicester Advertiser rather than the Oxford Times. These changes are being implemented to reflect improvements made to information available on the council's web site over recent years. All planning applications are publicised in detail on this website. The changes will also allow the council to make savings in advertising and staff costs of over £80,000 a year. This is particularly important at a time when the council has to make significant overall reductions in its budget"

The committee thought this an unrepresentative approach and discriminatory to residents living in our area who are interested in what is happening in their locality. Not everyone can look, navigate or is inclined to look at CDC's site. Clerk is to write to Cllr's Gibbard and Stevens about this.

9.7.2 Cllr Wintersgill asked what penalties, if any, had been imposed for what was thought to be cutting down a tree at 10/00856/F 16 Woodstock Road East Begbroke. Clerk is to write and ask.

10 Correspondence (see register for full details of postal correspondence)

10.1 Proposed Street Light Fernhill Road, letter of objection from Mr and Mrs Dresden.

10.2 Proposed Street Light Fernhill Road, letter of objection from Mr and Mrs Hastings

R.M.R.
5-4-11

10.3 Proposed Street Light Fernhill Road, letter of objection from Mr and Mrs Wearing
Clerk said he recorded on a spreadsheet by reference number, most post received. These were then scanned and saved in Adobe and e mailed to councillors. There were too many to record in the minutes each time. E mails were saved to hard disc.

11 Financial Matters

11.1 Grant Information/ Grant Applications for discussion

11.1.1 None

11.2 Balances and Liabilities

11.2.1 Balance (Money) £8,370.65 (including liabilities of £1,000.90) Bank Accounts: Current £5,876.11
Reserve: £3,495.44

11.2.2 Uncleared Cheques & Liabilities - £1,000.90 - transfer of funds required: £0.00

11.3 Income

11.3.1 None

11.4 Expenditure

11.4.1 Begbroke WI catering for Village Magazine reception £55.94 CN: 287

11.4.2 Clerks invoice for work for PC February and March 2011 £885.82 CN: 288

11.4.3 Oxford Green Belt Network Annual Subscription £15.00 CN: 289

11.4.4 Clerks re-imbursed Expenses – £44.14 CN: 290

The above expenditure transactions were unanimously approved.

11.5 Quotations

11.5.1 Alternative parish council insurance quotations. Aon (current provider) £1779.74; Zurich £1,380.22; Came and Company (Brokers acting for Aviva) £1,512.78 All companies were given the schedule less identifying information and our asset list in order to quote. It was unanimously decided to accept the quotation from Zurich. Clerk to write to all and arrange accordingly.

11.5.2 Quotation from John Dovey FCCA – Chartered accountant, to run HMR&C payroll for PC. Cost around £380 plus vat per annum. (4 x quarterly payrolls and annual report to HMR&C) unanimously accepted – see item 8.1

12 Health and Safety Matters

12.1 Weekly playground inspections – reports for clerk - none given

12.2 COSHH Data sheet for Jeyes' Fluid was shown to the committee. It was unanimously decided to request that Mr Saxton not to use substance at the bus stop for disinfection of the shelter.

13 Training

13.1 None

14 Freedom of information requests

14.1 No requests

15 Footpaths, Bridleways and Restricted Byway RUPP)

15.1 Dead and fallen tree in Begbroke lane reported to Dan Weeks

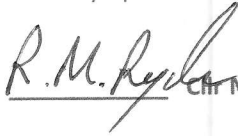
15.2 Cllr Ryder said that he was arranging a meeting with Mrs Hazelwood of OCC to discuss footpath access issues for the definitive map.

16 Any Other Business

16.1 None

17 Date of the Next Meeting:

17.1 Tuesday April 5th 6.30pm

Signed: 

Cllr Malcolm Ryder - Chairman of Begbroke Parish Council

April 5th 2011

Clerk to the Council: Jeffrey Wright

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

Prior to the business of the meeting, Mr Matthew Cranwell the Operational Manager and Mr Robert Williams, Commercial Manager from Stagecoach arrived to give a presentation on the S3 bus service.

Mr Cranwell gave a brief history of the service. He then talked about timetable changes made in January to try and improve reliability, but difficulties had been experienced in the winter with snow and recently the continuing road works both in the Woodstock Road Oxford and at Yarnton where a new roundabout is being constructed. He also said new vehicles were coming into service

Residents asked questions, some of which had been e mailed in advance to Mr Cranwell.

Q) Mrs Dresden asked how the 9.39am bus was going to cope with the potential additional passengers from the 168 houses being built at Yarnton. A) Mr Cranwell said it was likely that OCC would contribute to the provision of additional buses at peak times.

Q) A resident asked if the S3 could call at the Pear Tree Park and Ride. A) Mr Cranwell said that they did not want too many abbreviations in the service, especially for people travelling the whole route from Chipping Norton.

Q) Overheating on buses. There had been complaints about buses being overheated. A) Mr Cranwell said the heating was not under the control of the driver and had to be turned off by the depot engineers. It was left on to enable clearing of the windscreen until the weather was such that it was no longer required for this purpose.

Q) Are there multi operator tickets to allow passage on one route and return with alternative operator on another? A) Mr Cranwell said it is possible to buy a "Plus Pass". Other options are being developed. There is also another ticket that enables a bus passenger to also use the ticket on a train.

Q) A resident observed that two drivers in particular moved off before passengers were seated. A) Mr Cranwell said they should not do that and it was a Health and Safety breach. He requested that incidents were reported to stagecoach.

Q) A resident said that buses were often full with tourists going to Blenheim and Woodstock. A) Mr Cranwell said they were working together with Blenheim Palace about upcoming events and were looking to develop increased capacity at peak times, including weekends, to allow for Blenheim Visitors.

Q) A resident asked about electronic information signs. A) Stagecoach had no investment in these and it was the responsibility of OCC. The reasons why they were necessary for our village compared to Kidlington where buses were very frequent but still had signs, were put forward. A passenger waiting at Begbroke did not know if the bus was late or early and consequently did not know if they had missed one.

Q) Buses do not appear to leave Chipping Norton on time. A) Mr Cranwell said their audits did not support this. For example, he was told Charlbury was being missed but a check revealed that 5 people had been picked up there.

Q) In inclement weather, could buses start at Woodstock rather than Chipping Norton so there was at least some service? A) Consideration could be given to keeping a Bus at Oxford.

Q) Some buses “nip” up the bus lane at Pear Tree, inconveniencing cars by changing the lights when it is unnecessary. A) This action was at the driver’s discretion.

Q) A circular route via Langford Lane and back through Kidlington as well as vice versa would be very helpful as well as providing connection with the S9 to Banbury. A) There is currently a subsidised Heyfordian service on this route. It was pointed out that this was not very frequent and would help immensely with connection services.

Q) Could the 59 Banbury Bus come along Woodstock rather than the Banbury Road? A) Passengers are used to be collected on the existing route on their way to Banbury and did not think there would be any point.

Q) A resident complained about the use of iPods and mobile 'phones on buses which causes irritation to passengers. A) There are polite messages on buses about this but it is difficult to control.

Q) Could buses start earlier from Chipping Norton to avoid traffic? Mr Cranwell said that drivers had to operate within legal guidelines which governed driving times.

The Chairman thanked Mr Cranwell and Mr Williams for attending the meeting and they then left, after which the business of the evening commenced.

- 1 **Present:** Cllr. Malcolm Ryder(Chairman); Cllr Jill Durrant (Vice Chairman); Jeffrey Wright (Clerk); Cllr. David Wintersgill; Cllr Carol Trevelyan; Cllr Bob Perkin; Cllr Mike Gibbard; Cllr Trevor Stevens; There were also 17 members of the public in attendance.
 - 1.1 **Apologies:** Cllr. Ellis Davies;
- 2 **Read and Confirm Minutes of Last Meeting.**
 - 2.1 The minutes of the meeting held on Monday 18th May 2009 were confirmed as a true record and signed by the Chairman Cllr Malcolm Ryder.
- 3 **Declaration of Interests and Gifts and Hospitality**
 - 3.1 None declared
- 4 **Matters Arising from the Minutes**
 - 4.1 None.
- 5 **Chairman's Report. (Cllr Ryder)**
 - 5.1 The chairman thanked Ruth Davis, retiring councillor for her work on the committee and welcomed her husband Ellis Davis, who had recently been co-opted, to the committee.
 - 5.2 Village hall – the chairman reported that we helped the playgroup with a replacement floor, a new water heater as they only had cold water previously and a junior W.C. pan, an expenditure of over £2000 We also obtained a grant from Cherwell DC and had a hearing loop installed at the village hall. We are currently fitting second hand doors in the hall. These were from Spiceball Park obtained from Cherwell DC. We are making provision for future repairs to the village hall and have set aside about £10k toward this which will be mainly of windows repairs and insulation.
 - 5.3 The parish council awarded grants to: Begbroke WI, Begbroke Coffee Morning, Yarnton with Begbroke Historical Society, and Oxfordshire Association for the Blind, The Link, Begbroke Play Group Easter Egg Hunt and Oxfordshire Netball as well as a contribution towards maintenance of St Michaels Churchyard.
 - 5.4 Duty of care survey on the trees on the A44 had been carried out for Health and Safety reasons.
 - 5.5 Footpaths – there had been problems with the tenant farmer and walkers on the footpaths. Other issues in hand were to legalise gap at the end of Rowel Drive and make it into a footpath. The Village End BR 4 and footpath surface has been made up with crushed stone and the ditch cleaned out to improve drainage. The Hedge along FP 8 is thinning out of the hedge line and we are to contact the land owner and ask if it could be replanted. He reported that the Annual Footpath walk in 2009, whilst having a poor attendance, probably due to the very wet weather was good fun'
 - 5.6 The chairman said that Grass cutting on the A44 was due to start this week and the white gates at each end of the village are to be painted towards the end of the year.
 - 5.7 The parish council are still pressing the county council for a real time electronic sign at the south bound bus stop for the S3 service. The 224 Bus service been a great success - we have all been pressing for this circular service and had had good reports, but we would still like it to go to the Water Eaton park and ride especially in view of the new station that will be built there, which we hope will be built next year (2011).
 - 5.8 The dispensing chemist will close at the Doctors surgery in Yarnton due to a new chemist being opened in the village. This was disappointing especially as the 224 bus service goes past the door. In Bicester the Cokers Close Medical Centre dispenses patient prescriptions and they have a Lloyds Pharmacy chemist next door.
 - 5.9 Food waste collection in Begbroke has started, replacement bin liners can be obtained from the village shop. We would like the refuse service to include glass in the street pickup of recyclable waste. We would urge them to look into glass collection from pubs etc as well.
 - 5.10 Begbroke parish council information is posted on the Web site, notice board and The Link.
 - 5.11 We provided two replacement litter bins last year in a new style black metal which is more robust. One more is to be purchased to be sited outside the shop.
 - 5.12 We are still pushing for traffic lights and a pedestrian crossing across the A44 and the most likely site for it is from the north bound bus stop to the shop.
6. **Clerks Financial Report and Accounts 2009 - 2010 for Begbroke Parish Council**

(Copies were available for residents to consult during the meeting)

 - 1 **Audit 2008-9**

Last years audit was considered satisfactory by the external auditors, BDO Stoy Hayward. There was one minor error in that other, non staff related costs were entered in box 4. The recommendation was to ensure payments were correctly allocated between staff related and other costs. (See item 20)

2 Accounts

The balance brought forward from last year was £6531 Income totalled £23,939 and the total expenditure was £15,927. The residual balance carried over to 2010-11 is £14,545. The Parish Accounts and Annual Governance Statement were agreed by the parish council on 13th April 2010 and recorded in the minutes as items 11.6.1 and 11.6.2. The accounts have also been approved as satisfactory by the internal auditor and have now being submitted for external audit to BDO Stoy Hayward.

The accounts are organised by the following pages:

- Statement of Responsibilities
- Annual Return (Bank reconciliation and External Audit reconciliation)
- Explanation of significant differences.
- Debtors and creditors
- Income and spending Summary
- Graph of Income and Spending and Account Transactions.
- Detail of income and spending.
- Grants
- Details of assets
- Budgeted spending proposals for 2010-11
- Financial Management and Administration. Risk assessment.
- Freedom of information Act – details of data held by clerk.

3 Statement of responsibilities

The Authority is required to secure that one of its officers has the responsibility for the administration of financial affairs. (Section 151 of the Local Government Act 1972) In this authority that Officer is the Parish Clerk.

4 Annual Return (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.

If there is a difference between last years figures and this years >10% or £100, then an explanation has to be given to the external accountants. The differences are explained in the attachment and result from reduced expenditure whilst maintaining income from the precept.

6 Debtors and Creditors.

None

7 Income and Spending Summary

This shows all income and spending categorised into main headings for summary

8 Graph of income and spending

This shows the above in graphical form.

9 Grants

Total grants of £1,785 were awarded in 2009-10. 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 638. The maximum allowed per elector is £6.15 so the maximum grants we could have given is £3,923

10 Section 137 grants of LGA 1972

£1,035 in total was given to Begbroke Coffee Morning, The Link, Begbroke Women's Institute, and Oxfordshire Association for the Blind, Begbroke Play Group and Yarnton with Begbroke Historical Society.

11 Sections 19 of Misc Provisions Act 1976

A grant of £500 was awarded to Oxfordshire Netball using this provision.

12 Section 214 (6) of LGA 1972

A grant of £250 was awarded to St Michael's church using this provision for maintenance of the churchyard

13 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 £88k. Accordingly the insurance policy has been re-assessed. The only change was litter bin replacement at a higher value.

14 Budgeted spending proposals

This shows the budget for the next financial year. The precept is set at £22,943 and includes a sum of £5,500 for improvements to the village hall and its grounds.

15 Financial management and Administration

In accordance with The Audit Commission return 31st March 2007, an assessment of risks facing the Council (Financial management and Administration), with appropriate steps to manage those risks, has been completed.

16 Freedom of information Act

This show details of data held by clerk on behalf of the council

17 At the parish council meeting on March 1st 2010 the following items were reviewed.

- Parish remuneration. The Local Authorities (members allowances) (England) Regulations 2003 (as amended) – Parish Allowances Scheme.
- Review of Financial Management and Administration Risk Assessment.

- 18 Income

19 Expenditure

20 Staff Costs

21 Begbroke Village hall and Begbroke Play Group

22 Bankers

23 Website

24 Remuneration

Report from District and County Councillors

Kidlington and Gosford Sports Centre has now been refurbished

The Government's South East Plan dictates how many houses we have to provide in the District and we are looking at 13,400 in the next 20 years. However the major sites will be at Banbury and Bicester, with the larger villages finding the remainder. The Local Development Framework, Cherwell's new local plan, will seek to set out where these houses might be, but at the same time will maintain the protection given by the Oxford Green Belt. Begbroke therefore should only have to consider minor infill development and house extensions in the future

8.10 Cllr David Wintersgill thought the new development at Yarnton could provide an additional 500 cars to add to the traffic problems. Cllr Gibbard said a lot of weight was put on the S3 service and he wondered if future car use would decline. He said the County Council were the traffic authority and they considered that the proposed new station at Water Eaton would have no effect on traffic.

9 AOB

9.1 – The Chairman permitted Colin Carritt to do a presentation on Woodstock's Market Town Partnership of which an edited version which is reproduced below.

"What is the WMTP?"

It's a group of residents drawn from across the spectrum of the town.

- Business people
- Town and district councillors
- The assistant head of the Marlborough School
- Representatives from the voluntary sector
- Blenheim Palace

What is the Purpose of the MTP?

About 5 years ago SEEDA established a Market Towns Fund in collaboration with the SERTP and the Countryside Agency. The purpose is to ensure that rural market towns remain vibrant and thriving towns and communities. £7 million was on offer across the south east. Woodstock could qualify for a substantial grant towards a project of its choosing.

To win such a grant we have to present a case that is

- Realistic
- Achievable
- Properly researched
- Includes a diversity of interests
- Involves the widest possible spectrum of the community including, and critically, the neighbouring parishes

What are the Criteria?

- More than 2000 and less than 20000 inhabitants
- a participating group of neighbouring parishes
- Defined by school, health centre and employment catchment, transport networks and business customer base.
- distinctive character
- range of shops
- farmers market
- integrated transport infrastructure
- cultural centre
- tourism centre
- employment and education centre

What Research is required and who is best placed to do it?

- economic conditions
- WakeUpToWoodstock; OCC Data Observatory; Federation of Small Businesses; Marlborough School business team; town and parish contacts
- environmental conditions
- Sustainable Woodstock; Wychwood Project; Nat History Soc; town and parishes; Partnership schools
- social conditions
- Partnership schools; town and parishes
- community issues
- Town Council; parishes; Woodstock clubs and societies; Partnership schools; churches
- transport issues
- County, District, Town and Parish Councils; public transport operators
- access issues - town and parishes

What will the Health check Process Reveal?

- new and creative ideas for the future of the town
- a vision for the future
- how to improve links with parishes and beyond
- the extent of sustainability in business, transport and the environment
- whether there is a distinct civic identity
- how neglected aspects of the town might be regenerated

So, how do we start the Health check?

- We need to set up working groups to research the specific topics identified and to carry out surveys and seek specialist help where required

- We need to include Woodstock's neighbouring parishes
- We need to set up lines of communication with our communities in Woodstock and beyond.

Parish Surveys

Bladon, Yarnton, Stonesfield, Combe, Wootton, Tackley, Shipton-on-Cherwell, Begbroke

We will need to learn about neighbouring parish views on such things as:-

- shopping patterns
- employment
- leisure
- travel and access
- healthcare
- education

Some Ideas Already Floated

- improved streetscape
- car parking
- extended Farmers Market
- better pedestrian and cycling access to/from Old Woodstock
- new community centre
- new youth club centre

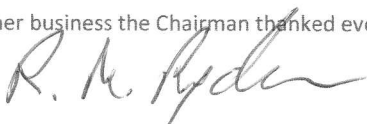
Next Steps

We are looking for a volunteer or volunteers from Begbroke to help us. It won't involve many meetings – maybe none. Mainly it will be someone who can be our ears and eyes in and who can pass us on to others in the village for specific information. For example, we may want to talk to someone about the parish's view on public transport services. Or shopping in Woodstock. Or the parking problems. We will be preparing a questionnaire for distribution to a reasonable number of residents to get some feel for public perceptions.

We will also want to attend one or two parish events during the year so that we can talk face to face with residents about our plans.

Any questions? Any volunteers?

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



Signed

Cllr Malcolm Ryder (Chairman)

Date: 16th May 2011

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright
27 Willow Way
Begbroke
Kidlington
Oxfordshire, OX5 1SD
e-mail at: clerkbpc@btinternet.com

MINUTES

OF THE MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON TUESDAY 5th APRIL 2011 AT 6.30 PM

- 1 Present:** Cllr Malcolm Ryder (Chairman); Cllr Jill Durrant (Vice Chairman); Cllr Ellis Davies; Cllr Carol Trevelyan; Cllr David Wintersgill; Cllr Robert Perkin ; Cllr Michael Gibbard – County and District Councillor; 4 residents of Willow Way (Mr Gordon, Mr Warland, Mr Shuffe and Mr Baldwin); Jeffrey Wright (Clerk)

1.1. Cllr Perkin said he could only attend for one hour.

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting held on 7th March 2011 were confirmed as a true record.

3 Declaration of Interest & Gifts or Hospitality

3.1. Cllr Perkin declared an interest on item 4.8

4 Matters Arising from the Minutes

4.1 Parish of Begbroke Election on 5th May 2010 – nominations had been received from five members of the existing committee apart from Cllr Perkin who had been in hospital and unable to submit his form. However, he intended to seek co-option to the committee after the election.

4.2 PAYE – John Dovey has set up the payroll and registered us as an employer with HMR&C.

4.3 Notice board – village hall booking information was missing. Bob Perkin said he would get this rectified after discussion with John Webster.

4.4 BVHMC - financial assistance to replace the cricket pitch mower garage – Bob Perkin said he would discuss with John Webster.

4.5 Clerks duties in case of absence. Clerk reported that the Association of Local Clerks did not keep a database of locums. Possible an agency would have to be used or possibly by approaching a previous clerk.

4.6 Revised Household Waste Recycling Centre Strategy for Oxfordshire – comments made as detailed in the previous minutes. However, the OCC strategy has now altered. Redbridge would be open to the public on weekends. Cllr Durrant asked why sites were full as well as asking what sites were to the South of Oxford. Cllr Gibbard said that possibility there could be more sites near Banbury and some such as Stanton Harcourt could close.

4.7 letters to District/County Councillors from Begbroke parish council. The clerk wrote on behalf of the committee to Cllr's Gibbard and Stevens as well as Professor Dobson at Begbroke Science Park and John Hoad, Strategic Director of CDC (Planning Housing and Economy) asking how they intended to assist Begbroke to get some of the section 106 monies from Begbroke Science Park in a similar way to that planned by OCC for Yarnton (a signalised A44 crossing an upgraded bus stop and a cycle path to Kidlington. A summary of the letter was read out. A discussion then took place on some of the issues. The clerk opened by summarising the discussion history incorporated in e mails, letters, minutes and reports from Cllr Gibbard. In March 2009, Cllr Gibbard brought to the parish meeting a drawing showing a possible crossing opposite Begbroke Stores. In May 2009, in the County/District Councillor report, it was said that the original access permission had lapsed and that it would give an opportunity to push for improvements in Begbroke. However, it transpired from recent correspondence that an agreement made in 2005 for improvements at Yarnton was to proceed. The committee were puzzled as they had been working with false hope towards something that was unlikely to happen. The monies paid by the University of Oxford to OCC under section 106 are £300k (with design fees) for a crossing, which OCC have decided will at Gravel Pitts Lane Yarnton, and

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improvements of £40k to the bus stop on the A44 at Yarnton. It considered these monies should be spent on improvements in Begbroke especially as Begbroke Science Park is within our parish boundaries. The clerk said that Cllr Hudspeth, OCC Cabinet Member had written to the clerk and said that the budget cost of a crossing was around £120k. Cllr Gibbard replied that this was a subsidised cost and was wrong. The clerk said that he had written to our MP on this basis. The clerk also said that analysis of the data (in the Transport Planning Document signed off in 2011) suggested safety figures at Begbroke in 2001 were marginally worse than Rutten Lane and the data after two different analysis, provided in the planning documents did not demonstrate significant increased traffic flow northwards or south. In fact, between 2010 and 2015 it only suggested an increase of about 7%. The committee also referred to the Transport Assessment Document in which in paragraph 5.2.3, the University could have future discussions with the nearby garden centre to permit access via the proposed road and alleviating concerns. Cllr Gibbard had not seen this but thought it interesting. The clerk said if it was the case, then the junction data was flawed as this would significantly alter the junctions use. He added that Yarnton Nurseries had expanded enormously, had been given retrospective planning permission and probably contributed most of the Sandy Lane traffic – far more than the 80 vehicles/day permitted by the Science Park. Cllr Durrant said that some of the traffic to the nurseries was large pantechnicons. The clerk said residents of Poppy Close has also made this point in a petition to CDC. It was also pointed out that Yarnton Parish Council had not objected to the application on the grounds of it being in the Green Belt and in their February 2011 minutes were still not certain about approval of the crossing. Cllr Gibbard said they did this where it had already been previously decided (the previous application for a road that expired)

4.8 BVHMC – Bob Perkin said he would discuss with John Webster a list of planned hall projects.

4.9 The clerk said he had written to London Oxford Airport to ask if aircraft were going to fly over the village during the Air Display in August. James Dillon-Godfray Business Development Director from the airport replied that at this time the final plans for the air display line and circuit area have not been finalised so he couldn't give a definitive idea on this right now. The air display element of the show will take place in the afternoon over four or five hours on the 21st August. The airport point out they are not the organisers of the show, simply the hosts. The organisers are info@flytothepast.com Contact: Francis Rockliff Tel: 08445 76 0136. As soon as they know what the plans are to be on this front, they will make a note to come back to us at Begbroke. They also said that safety considerations will be of paramount importance above all other matters. Clearly, any aircraft on the approach or departure to/from the south will by default be in close proximity to Begbroke/Yarnton dependant on prevailing winds on the day. Cllr Gibbard said that he had met with Mr Sparrow from London Oxford Airport who said that Bi-Planes would be turning over the village and that the Red Arrows were planned to be performing. He also added that with the closure of RAF Lyneham, that Brize Norton airspace would be busier and London Oxford traffic would need to avoid it for which there were no set routes after take off.

4.10. Clerk wrote to CDC planning to see what penalties, if any, had been imposed for what was thought to be cutting down a tree at 10/00856/F 16 Woodstock Road East Begbroke. CDC thought if it was a tree on the front boundary that would not have been a problem. However, they were currently dealing with the conditions and an acceptable landscaping scheme has been submitted. Cllr Gibbard is to check for the committee.

4.11 Proposed Street light Fernhill - Clerk reported that he has advised OCC and residents of decision not to proceed

4.12 Bus stop maintenance – Mr Saxton had commenced work on the bus stops. He was in the process of obliterating graffiti, had painted the inside of the southbound stop, and had carried out some minor repairs to it. On the north bound shelter, he had painted the ceiling but had been unable to get rid of the graffiti. The committee unanimously decided to paint the internal walls. Mr Saxton had also replaced the Perspex window with safety glass as the Perspex could no longer be cleaned. The committee thought it very sad that shelters were used as a toilet after cleaning and

that vandalism to the shelters had occurred not more than an hour after leaving them. This he had now rectified. A yellow vest was in use. He requires a litter picking stick and the clerk asked permission to order one at a cost of around £15. The committee unanimously thanked Mr Saxton for his time and effort and thought the shelters looked really good.

4.13 Clerk wrote to Cllr's Gibbard and Stevens about non publication of planning applications in The Oxford Times but continued in The Banbury Guardian and The Bicester Advertiser. The parish council had thought this to be un-representative and discriminatory to residents in this part of the county. They wondered how many people in Begbroke Kidlington and Yarnton purchased the Bicester Advertiser or Banbury Guardian? Residents want to know what is happening in their neighbourhood not just those in the immediate vicinity of an application.

Cllr Gibbard said they did this to make financial savings and The Oxford Times adverts were very expensive. CDC was not obliged to advertise notices except statutory ones. They would only post a notice on the applicant's site and no longer write to neighbours. Parish Councils would still receive the information. Only getting 21 days to submit an application was also discussed as it was insufficient time between meetings for the parish council. Cllr Gibbard said the reason was to get the comments to the planning committee in good time but in reality, comments could be made on the day of the planning hearing. Cllr Perkin said that perhaps only 10-12 people bought the Bicester advertiser but possibly 120 copies of the Oxford Times were sold in local outlets in Yarnton. Cllr Gibbard thought that perhaps The Oxford Times may reduce rates in the future and it could always be looked at again.

At this point, Cllr Perkin had to leave the meeting

A44 Pedestrian Crossing and Begbroke Science Park

5.1 Updates – see item 4.7

6 Report from County/District Councillor

6.1 Cllr Gibbard - no written report – however he reported that a) The concessionary fare scheme will now operate from 9.0am and is run by OCC but passes with still continue to be issued by District Councils for now. b) The Dial a Ride scheme will operate for one more year but the cost is £200/person. c) Volunteer drivers were needed. d) Speed Cameras and Police Mobile cameras were back. Cllr Durrant said the camera at Woodstock appeared to point from the town for 90% of the time but other members said they had seen it the other way. Cllr Wintersgill said that some cameras could take pictures in either direction but it was not thought they were in Oxfordshire. e) The new Chief Executive and the Senior Management team at Cherwell will save about £1million by looking after affairs in two counties.

7 Council Representatives. (Two representatives if possible)

7.1 BVHMC (Carol Trevelyan) No report

7.2 London Oxford Airport Consultative Meeting. (Jill Durrant.) No meeting

7.3 NAG Group – (David Wintersgill) no recent meeting but he reported that discussed at the last one were; a) speeding on the A44 b) youths were loitering outside Begbroke Village hall and Rutten Park; c) Parking in Fernhill Road prevented the school bus getting through. Cllr Trevelyan added that it also happened in Begbroke Lane.

8 New Business

8.1 – Paul Wilson, OCC's area Steward unfortunately did not attend as planned to discuss highways issues Clerk to find out why. However, the following issue were discussed.

Location	Proposal	Benefits/problems/comments	Actions
1) Begbroke Lane to Partridge Place Kidlington.	Provide a crushed stone surface on RUPP to Kidlington	a) Would assist pedestrians/pram users and cyclists to have a year round path to facilities. b) Would link to nation cycle network (Route 51?) c) Reduce motor car travel d) Health benefits	Clerk said a budget cost would be about £37k. He is to make grant enquiries. Cllr Gibbard to follow up on Viridor grants.
2) Willow Way	Re-align road	a) Full of dips and some temporary repairs and after 35 years, it is	Residents made the case that the road needed rectification. Cllr Gibbard said through roads is

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		about time this was rectified. b) The residents feel this should be dealt with and several will attend meeting to ask questions.	normally given preference but a road in Yarnton had recently repaired after a 10 year wait. Cllr Gibbard to investigate.
3) Fernhill Road	Parked vehicles	a) Hazard to vehicles b) Dark bend at night	Clerk is to put an item in his report in the Link as the school bus has had difficulty getting round the village. Cllr Trevelyan also said there was some difficulty experience with parked vehicles opposite her house.

8.2. Grass Cutting – the clerk said that the remaining 2 years on grass cutting contract for Mr Pricket needed to be agreed. This together with a 5% increase for mainly fuel costs was agreed unanimously by the committee

8.4 Real Time Information at bus stops – The Clerk updated the committee by saying that he had asked OCC what was happening as he had not heard of progress since 2009. He had asked for and received a list of schemes. It appears that we are No 248 on a list of 256 sites. This was considered unacceptable especially when many of the sites are where there are frequent bus services and the need is not so great. Cllr Gibbard to look into this. Clerk to forward e mail from OCC.

9 Planning

9.1. Applications

9.1.1. Application No: 11/00384F Applicant's Name: The University of Oxford Proposal: Installation of two flue terminals. Location: Unit 5 Begbroke Business and Science Park Sandy Lane. Parish: Begbroke. This was discussed in length and the committee were impressed with Cllr Ryder's work looking into the effects of the substances to be used in the laboratory. It was therefore decided unanimously to oppose the application and the clerk is to write to planning. The clerk pointed out that this is exactly the kind of application that residents would not get to hear about because the notice would be on the premises – some distance from likely interested parties.

9.2 Decisions:

9.2.1 None

9.3 Conditions of Planning

9.3.1 None

9.4. Appeals

9.4.1 None

9.5 Withdrawals

9.5.1. None

9.6 Amendments

9.6.1 None

9.7 Planning Other

9.7.1 None

10 Correspondence (see register for full details of postal correspondence)

10.1 10.2

11 Financial Matters

11.1. Grant Information/ Grant Applications for discussion

11.1.1 None

11.2 Balances and Liabilities

11.2.1 Balance (Money) £8,370.65 Bank Accounts: Current £ Reserve: £

11.2.2 Uncleared Cheques & Liabilities - £1990.01- transfer of funds required: £0.00

11.3 Income

11.3.1 None

11.4 Expenditure

11.4.1 OALC Membership £146.81 inc vat CN: 291

11.4.2 Zurich Municipal Parish Insurance £1,380.22 CN: 292

11.4.3 ORCC Membership £30.00 CN: 293

11.4.4 M Caughey – internal audit £150 CN: 294

11.4.5 K Fisher – sealer paint £173.52 CN: 295

11.4.6 T Saxton – glass, paint and sundry painting materials. £28.52 CN: 296

11.4.5 Clerks Gross Salary for April £453.92 (the clerk is to confirm net amount under PAYE with accountant and present a cheque for that amount for signature at next meeting – also see below item 11.6.2)

11.5 Quotations

11.5.1 Increase price from Mr Pricket due to fuel costs – agreed, see item 8.2 above

11.6 Parish Accounts

11.6.1 The accounts and Section 1 of the Annual Return - Accounting Statements were presented to the committee having been subject to satisfactory internal audit by Mr Caughey. They were approved unanimously by the committee.

11.6.2 Section 2 of the Annual Return – Annual Governance Statement was presented to the committee having been subject to satisfactory internal audit by Mr Caughey. It was approved unanimously by the committee.

11.6.3 Clerks Salary. For PAYE purposes a salary has to be agreed for the accountant. This is to include expenses for use of room as office/PC/Telephone which will be accounted for in the payslip. Pay is currently 32 hrs/month on SC24 @ £10.841/hr – increment to 32 hrs on SC25 (of 27) @ £11.185 plus expenses of £3/hr. Clerk is to produce a contract of employment, if possible, for the next meeting

12 Health and Safety Matters

12.1 Weekly playground inspections – Cllr Wintersgill gave 3 reports to the clerk to register.

13 Training

13.1 None

14 Freedom of information requests

14.1 No requests

15 Footpaths, Bridleways and Restricted Byway RUPP)

15.1 Cllr Ryder presented update on footpath amendments, anomalies and additions. It was decided he would meet with the clerk to complete the necessary forms.

15.2 Hedgerow adjacent to footpath No 8 has been replanted – clerk has written and thanked Savills for getting this done. It was also noted that Savills, following a further request from the clerk, had adjusted the gate catch so it could be opened properly without having to lift a five bar gate, the brambles behind the single gate had been cut and the ivy strangling to crab apple trees had been cut. The University contractors had also repaired the broken wire fence that people had been using to get over because of the catch difficulties. Clerk to put a note in The Link so people are now aware the gate opens properly

16 Any Other Business

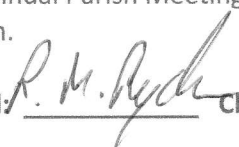
16.1 Cllr Durrant thought whilst the daffodils on the A44 were nice, the display was not as good as previous years and wondered if some additional bulbs could be planted. Clerk to look into this.

16.2 Cllr Gibbard said that CDC were willing to follow the housing need survey by looking into possible sites. The committee said they did suggest the former Day site off Begbroke Crescent in the previous consultation on site locations. The committee said they would give it some thought and get back with their intentions.

16.3 A resident had suggested that a seat should be placed in the village near the willow tree in Sandhill Road. The committee thought this good idea especially for elderly residents who would like to rest during a walk. Cllr Durrant suggested that perhaps someone would like to pay for the seat as a memorial so the clerk is to put a note in The Link

17 Date of the Next Meeting:

17.1 Annual Parish Meeting and Annual Council Meeting – Monday 16th 7.0pm with ACM before at 6.30pm.

Signed:  Cllr Malcolm Ryder - Chairman of Begbroke Parish Council 16th May 2011

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Begbroke Parish Council

Clerk to the Council: Jeffrey Wright
27 Willow Way
Begbroke
Kidlington
Oxfordshire, OX5 1SD
e-mail at: clerkbpc@btinternet.com

MINUTES

OF THE ANNUAL MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 16TH MAY 2011 6.30 PM

- 1 **Present:** Cllr Malcolm Ryder (Chairman); Cllr Jill Durrant (Vice Chairman); Cllr Ellis Davies; Cllr Carol Trevelyan; Cllr David Wintersgill; Cllr Michael Gibbard – County and District Councillor; Jeffrey Wright (Clerk)
1. **Apologies:** Cllr Trevor Stevens
2. **Declaration of Acceptance of Office forms & Register of Interest forms**
 - 2.1 Declaration of Acceptance of Office forms were completed by all of the committee and witnessed by the clerk. The clerk returned to the councillors copies of the Register of Interest forms certified by the Monitoring Officer of Cherwell District Council
 - 2.2 Declaration of Interest & Gifts or Hospitality. Cllr Ryder declared an interest in item 9.1.1
3. **Elections & Resignations**
 - 3.1 **Election of Chairman and Vice Chairman to the parish council** – the current Chairman, Cllr Malcolm Ryder and Vice Chairman Cllr Jill Durrant indicated they were willing to continue in their present roles for a further year. Nominations, proposers and seconders were asked for. Accordingly:
 - 3.1.1 Chairman: Cllr Malcolm Ryder; Proposer: Cllr Jill Durrant; Seconded: Cllr Carol Trevelyan.
 - 3.1.2 Vice Chairman: Cllr Jill Durrant; Proposer: Cllr Carol Trevelyan; Seconded: Cllr Ellis Davies.The above were duly elected with unanimous votes and Cllr Ryder took the Chair.
- 4 **Matters Arising from the Minutes**
 - 4.1 The minutes of the meeting held on Tuesday 5th April were agreed as a true record.
 - 4.2 Notice board – village hall booking secretary contact details. Clerk had met with John Webster who said he would be putting up current information.
 - 4.3 BVHMC - financial assistance to replace their garage – the clerk had discussed this with John Webster who had recently met with the bowls club. It appeared that the best solution would be to demolish the existing garage, and use the concrete slabs for a new base. A longer partitioned garage situated on the corner of the bowling area which could provide a boundary whilst giving access to the green and the field for the cricket club would be ideal. The clerk thought the cost could be in the region of about £7.5k but would obtain quotations and report back to the committee.
 - 4.4 BVHMC – request for written plan of hall projects to BVHMC – Clerk updated by saying that Bob Perkin had been unwell and also on holiday. However, whilst a plan was in hand, the immediate requirements were correcting the defects of an unsatisfactory periodic electrical inspection to BS7670 and the replacement garage. The clerk had also had met and discussed with both John Webster and Xel Projects other items that needed repair as well as disabled facilities for the hall which may attract grants.
 - 4.5 A Litter picker for use at the bus stops had been supplied to Terry Saxton by the clerk.
 - 4.6 Paul Wilson apologised for not attending the last meeting but sent the following update below.
 - 4.7 Seat on the corner of Sandhill Road/Begbroke Lane – Freya and Warwick Vardy has indicated that they would like to commemorate a bench for their son Lee Ostridge. Lee was tragically killed in a road traffic accident on the A44 in 2010. The clerk has written to them for more detail on the bench and costs. Also see quote for clearance of brambles below. However a resident, Mr Staniforth, wrote to the clerk as he had considered if it would be appropriate for him to contribute to the seat. However he had some negative concerns. These were the bench would be a greater attraction to vandals and youths (no connection implied), cultivation of an area could alter the natural character of the lane and surfacing of the lane was likely to bring back motorcyclists. He also gave some valuable history of the lane and asked

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the committee to reflect long before launching into something and spending money. The clerk had replied with answers to his queries.

4.8 Clerks draft contract of employment was offered for discussion but due to time constraints, could not be. He said he would e mail it so councillors could peruse for a future meeting.

5 A44 Pedestrian Crossing and Begbroke Science Park

5.1 Updates - none

5.2 Updates - none

6 Report from County/District Councillor

6.1 Cllr Gibbard reserved his report for the Annual parish meeting.

7 Council Representatives. (Two representatives if possible)

7.1 BVHMC (Carol Trevelyan) Nothing to report

7.2 London Oxford Airport Consultative Meeting. (Jill Durrant.) Next meeting Wed 18th May

7.3 NAG Group – (David Wintersgill – no meeting.

8 New Business

8.1 Bob Perkin has requested to be co-opted to the parish council. The committee said this would have to wait until the first full meeting of the new parish council in July.

8.2 Tree work – sucker removal, crown lifts and other remedial work required. Clerk is arranging to meet Nicholson's Nurseries to discuss further.

8.3 Provide a further cycle rack at south bound bus stop due to popularity. This was unanimously agreed subject to the price being similar to the previous ones.

9 Planning

9.1. Applications

9.1.1. Application No: 11/00495/F 25 Fernhill Road Begbroke; Malcolm Ryder; Extensions to front and rear of existing bungalow, Loft conversion with new, steeper pitched roof. New porch to side. No objections from the parish council although a neighbour objected on grounds of size and reduction of light to their property.

9.1.1 Clerk had written to OCC regarding proposals to put a Toucan crossing at Gravel Pitts Lane Yarnton. He had made the point that the S3 bus, which used to travel past the spot in 2005 when the original decision was considered, did not follow this route any more and so the decision to put a crossing there should reconsidered and be altered to Begbroke. The reply was that a deed of variation had now been completed with the University of Oxford to provide funding and the decision had been made to put the crossing there (subject to final approval)

9.2 Decisions:

9.2.1 None

9.3 Conditions of Planning

9.3.1 None

9.4. Appeals

9.4.1 None

9.5 Withdrawals

9.5.1. None

9.6 Amendments

9.6.1 None

9.7 Planning Other

9.7.1 None

10 Correspondence (see register for full details of postal correspondence)

10.1 Letter from Neill Brodey (CR947) regarding grant application for wall at church. Clerk said that they were going to pursue grants for electrical remedial work rather than the wall repairs. The clerk said he had e mailed Dr Rose Todd, CDC's conservation office about grants but had had no response. Cllr Gibbard thought that was because she had been unwell.

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10.2 The clerk had received supportive replies from District Council Candidates – Conservative and Labour but not Liberal Democrat. He had asked for support on provision of a crossing at Begbroke on the A44, Real Time Information at Bus stops and surfacing of Begbroke lane.

10.3 Reply to clerk's letter to Paul Wilson regards Game Fair actions. Paul was aware of most of the issues but not a risk assessment at the roundabout. The clerk sent an e mail from Cllr Hudspeth which described surveyed activity on a particular day at the roundabout and another assessment regarding junction conformity along the A44 from The University of Oxford Stage 1 Audit for the access road to Begbroke Science Park

11 Financial Matters

11.1. Grant Information/ Grant Applications for discussion

11.1.1 None

11.2 Balances and Liabilities

11.2.1 Balance (Money) £16,478.08 Bank Accounts: Current £2,884.20 Reserve: £15,311.28

11.2.2 Uncleared Cheques & Liabilities - £1,718.60 - transfer of funds required: £0.00

11.3 Income

11.3.1 Precept - 1st payment £11,815.50

11.4 Expenditure

11.4.1 Clerks quarterly gross Salary for April, May & June inc office expenses £1,361.76 gross (£1147.16 net) CN: 297

11.4.2 Dovey Accountancy Services – Professional fees for PAYE £126 CN: 298

11.4.3 HM Revenue & Customs £214 PAYE/NI Liability CN: 299

11.4.4 Terry Saxton - bus stop maintenance costs £147.98 CN: 300

11.4.5 Clerks re-imbursed expenses (mileage for audit and election delivery/collections and litter picker. £82.26 CN: 301

11.5 Quotations

11.5.1 Applewood Garden Services - Clearing area for bench and disposing of rubbish £120

11.5.2 Additional cycle rack –XEL Projects £TBA

12 Health and Safety Matters

12.1 Weekly playground inspections – reports for clerk. None were given to him.

13 Training

13.1 No requests

14 Freedom of information requests

14.1 No requests

15 Footpaths, Bridleways and Restricted Byway (RUPP)

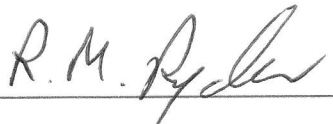
15.1 Update on footpath amendments, anomalies and additions – Cllr Ryder said he is to meet with the clerk to complete some forms for OCC.

16 Any Other Business

16.1 None

17 Date of the Next Meeting:

17.1 Monday 4th July 2011 6.30pm

Signed 

Malcolm Ryder – Chairman Begbroke parish council 4th July 2011