

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

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MINUTES

OF THE MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 8TH APRIL 2013 AT 6.30 PM

1 Present:

1.1 Cllr Malcolm Ryder(Chairman); Cllr Durrant Vice Chairman; Cllr Carol Trevelyan; Cllr Cllr Ellis Davies; Cllr Michael Gibbard for part of meeting; Jeffrey Wright – Clerk; Jan Lacey resident attended as a member of the public and as a Ramblers Association volunteer.

Apologies:

1.2 Cllr Trevor Stevens; Cllr Beverly Napier; Cllr David Wintersgill

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting held on March 4th 2013 were confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1 None

4 Matters Arising from the Minutes

4.1 St Michaels Churchyard Maintenance Church Gate – clerk said he had e mailed Revd Nathan Jarvis but had had no reply – apparently he was unwell.

4.2 A44 water leak - repaired

4.3 Village Hall bookings – hall is allocated for annual parish meeting and for 2014-2015

5 A44 Pedestrian Crossing and Begbroke Science Park

5.1 No updates

6 Reports from County and District Councillors

6.1 Cllr Gibbard said that due to boundary changes, he was stepping down as a County Councillor. Whenever possible he would attend as a District Councillor. A County Councillor from the Kidlington South Division may also attend. The chairman thanked Cllr Gibbard for having attended the parish council meetings over the years.

7 Council Representatives. (Two representatives if possible)

7.1 BVHMC Report (Ellis Davies) Ellis reported that he had discussed an improved hall booking system such as on line, but they decided to continue as they were. The clerk said he could not see some bookings he knew had been made displayed on the planner in the hall. The clerk said he had e mailed John Webster if he required other information regarding the commencement of the disabled facilities but had not had an answer. The clerk was also surprised that work had not started despite a meeting some weeks ago to decide on a start date of 8th April. He had not been informed of why it had not commenced. He also said that the parish council should pay for the vat element of the work – the new porch roof so he could reclaim the £255 vat. Cllr Trevelyan said that new curtains had been ordered costing about £900. The vat on this would be another £180. The committee agreed that that this was a cumulative waste of resources and could not understand why BVHMC was not approaching them to action work when precept money was being accumulated. It was decided that the clerk should write and say that in future, funds may not be released if this continued.

7.2 London Oxford Airport Consultative Meeting. (Jill Durrant) Jill reported that the airport was pleased with their new routes to Scotland and that training was due to increase. Cllr Ryder thought this was to do with training being suspended in Arizona due to some e incidents.

7.3 NAG Group – (David Wintersgill) No report as David was absent.

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8 New Business

8.1 Cherwell Spring Clean 22nd March – 29th April – item arrived too late to arrive at a decision.

8.2 Cemetery development service – flooding problems in graveyards. The clerk produced a leaflet from an organisation which said that flooding could be an environmental issue in a graveyard in that groundwater was not adequately protected. Clerk had written to Revd Jarvis but as stated before – he was currently unwell. The clerk is to write to the Canon of Woodstock Benefice instead.

8.3 Dog Fouling – Caroline Crellin said that several residents had contacted her about this problem. The clerk had told her about the financial implications as well as the problems of siting dog waste bins.

8.4 Tree Preservation Orders in Conservation Area – unauthorised work had been carried out on the old priory site. The Tree officer, Mr Brewin had been to site and carried out an inspection. He had decided not to prosecute in this instance but has discussed the issue with the owners. Cllr Durrant said that she was particularly concerned because Bartlett's have carried out work at Begbroke previously and should have been aware of the TPO's. Also, as supposedly responsible contractors, they must have been aware of the consequences of their actions. The committee also wondered if it was possible to have a plan showing the TPO's in Begbroke conservation area and other trees subject to an order. The clerk is to write to Jon Brewin, Tree Officer.

8.5. Grass cutting – Mr Pricket was asked to continue with this work.

8.6 Litter bin emptying – the bins are to be monitored when inspecting the play area whilst Bryan Knott is incapacitated

8.7 Jan Lacey – volunteer Path Warden for Ramblers association joined the meeting in order to discuss her voluntary work and how she could assist the parish council. She said this was a relatively new concept and it was hoped there would be a warden in each parish. She undertakes surveys of the footpaths and reports her findings to the Ramblers and to Countryside services at OCC.

In summary:

a) H&S and Risk Assessment come under Ramblers.

b) Lines of reporting are as suggested in guidance from Ramblers & OCC Field Officer.

c) Happy with Parish Council sending supporting emails

d) Jan is happy to send report to PC after every path survey to Begbroke parish Council.

e) The Ramblers guidance notes only calls for path inspection once or twice per year.

f) The table sent with the FP9 and FP10 report was the template proposed by Ramblers but is open to suggestions.

The committee were impressed with what Jan could offer in what is a very important aspect of village and thought the idea excellent. Cllr Ryder lent Jan a red file containing definitive routes and maps which need clarification as the words and maps differ. Cllr Ryder to make arrangements later to discuss.

8.8 Heritage asset survey. Clerk showed the forms sent by CDC. He said he would publish a brief article in The Link and had discussed this with Janice Gooch at CDC. He showed the committee the previous survey carried out on Excel. Cllr Durrant added some properties to the list.

8.9 Nominations for Chairman and Vice Chairman. Cllr Ryder was nominated for Chairman by Cllr Trevelyan and seconded by Cllr Durrant. Cllr Durrant was proposed for vice chairman by Cllr Trevelyan and seconded by Cllr Ryder. Cllr's Ryder and Durrant accepted their nominations to go forward to a vote at the ACM on May 13th.

9 Planning

9.1. Applications

9.1.1 None

9.2 Decisions:

9.2.1 13/00228/F Mrs Barbara Ashdown Erection of a greenhouse within the curtilage of a listed building – no objections

9.2.2 13/00054/F Mr & Mrs Rowan-Hull Demolition of existing dwelling and outbuildings and erection of new dwelling. Foresters Lodge Spring Hill Begbroke – consent. The clerk read out the reasons for this decision which mainly appeared to be based around exceptional architecture and innovative nature of the proposal. The committee were curious why a similar scheme had been refused previously and now permission had been given. Cllr Gibbard thought this was due to The British Design Council approval. Cllr durrant did not think work should proceed until drainage

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problem had been sorted out by TWU who had been in contact with her about drainage. However, the clerk said that TWU had not objected to the Foresters Lodge application. The clerk is to seek the views of The Green Belt Network who had objected.

9.3 Conditions of Planning

9.3.1 None

9.4. Appeals

9.4.1 Appeal to Secretary of State APP/C3105/A/12/2187572 Mr and Mrs Rose 8 Foxglove Road Begbroke, 1 Dwelling. Site visit by inspector was planned on 5th March 2013 – The deadline for the appeal decision to be issued is 27 May 2013.

9.5 Withdrawals

9.5.1. None

9.6 Amendments

9.6.1 None

9.7 Planning Other

9.7.1 Planning rota –April - David 1st Ellis 2nd; May – Malcolm 1st Beverly 2nd

9.7.2 Planning and Compulsory Purchase Act 2004 – Regulation 19 consultation. Cllr Gibbard showed the comprehensive volume to the committee. The clerk said he had previously circulated extracts such as limited green belt reviews in Langford lane and published the map on the notice board for comment. There had been none.

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

10.1 Dovey Accountancy – clerks P60 and statement of returns to HMR&C for signature.

10.2 BDO – Audit Pack

10.3 Temporary Traffic Order Sandy Lane 11th May 2013 for crossing testing. Cllr Gibbard said that cameras had monitored this crossing. There were about 67,000 barrier movements a year. Some vehicles had been seen actually stopping mid crossing

11.1. Grant Information/ Grant Applications for discussion

11.1.1 None

11.2 Balances and Liabilities

11.2.1 Balance (Money) £13,846.68 Bank Accounts: Current £91.29 Reserve: £ 14,296.53 (clerk said the money balance was because further cheques had been written and the account balances were those at end of financial year.

11.2.2 Uncleared Cheques & Liabilities £540.00. Transfer of funds required: £3000 to avoid repeated visits to the bank by the clerk.

11.3 Income

11.3.1 £1.38 interest on 28th March.

11.4 Expenditure

11.4.1 Jeffrey Wright Salary underpaid from 2012-13 from revised payroll £172.80 CN: 392

11.4.2 ORCC Membership £45.00 CN: 393

11.4.3 Oxford Green Belt Network – Annual Subscription £15 CN: 394

11.4.4 HMR&C PAYE £10.00 CN: 395

11.4.5 OALC Annual Subscription £155.38 CN: 396

11.4.6 Training Booking form - Malcolm Ryder OALC £42.00 CN: 397

11.4.7 Jeffrey Wright – clerks refundable expenses 31st Jan 2013 –1st April £93.53 CN: 398

11.4.8 M A Caughey – internal audit £180.00 CN: 399

All the above financial transactions were unanimously approved by the committee.

Quotations/Tenders

11.5.1. None

11.6 Bank Matters

11.6.1 None

11.7 Other Financial Matters

11.7.1 Annual return for year ending March 31 2013 – The committee unanimously agreed Section 1 of the Accounting Statements 2012/3

11.7.2 Annual return for year ending March 31 2013 - The committee unanimously agreed Section 2 of the Annual Governance Statement 2012/13

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12 Health and Safety Matters

12.1 Weekly playground inspections:

12.2 Reports for clerks register – none.

12.3 April playground inspection: Ellis; May: Beverly

13 Training

13.1 Planning, how local councils fit into the planning system and how to respond effectively. Cllr Ryder is to attend on 10th July.

14 Freedom of information requests

14.1 None

15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1 Updates on footpath amendments, anomalies and additions - none

15.2 Footpath problems - none reported to meeting.

16 Any Other Business

16.1 Pot holes – Cllr Ryder said there was inconsistency in the way they are completed. Red marks should be 2 or 24 hr but were often left for days as noted in several areas of Begbroke east service road.

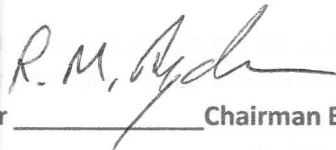
16.2 Clerk told the committee he would not be available from 3rd – 10th May.

16.3 Cllr Trevelyan asked why trees had been cut down in the central reservation of the A44 and is there to be replanting? The clerk is to make enquiries.

17 Date of the Next Meeting:

17.1 Monday May 13th ACM at 6.30pm followed by AGM at 7.0pm

Signed Cllr Malcolm Ryder



Chairman Begbroke parish council 13th May 2013

Begbroke Parish Council

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MINUTES OF THE ANNUAL PARISH MEETING (AGM) OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON MONDAY 14th MAY 2012 AT 7.0 PM

- 1 **Present:** Cllr. Malcolm Ryder (Chairman); Cllr. David Wintersgill; Cllr Carol Trevelyan; Cllr Ellis Davies; Cllr Beverly Napier; Cllr Mike Gibbard (District and County Councillor); Jeffrey Wright (Clerk); There were also 17 members of the public in attendance.
- 2 **Apologies:** Cllr Trevor Stevens; John Webster said that Chris Wyatt was unable to attend as a resident.
- 3 **Read and Confirm Minutes of Last Meeting.**
3.1 The minutes of the meeting held on Monday 16th May 2011 were confirmed as a true record and signed by the Chairman, Cllr Malcolm Ryder.
- 4 **Declaration of Interests and Gifts and Hospitality**
4.1 None declared
- 5 **Matters Arising from the Minutes**
5.1 None.
- 6 **Chairman's Report. (Cllr Ryder)**
He first thanked everyone for attending the meeting and said it was nice to see many familiar as well as new faces here this evening. He took the opportunity to thank the committee for giving their time and efforts in considering issues presented to the parish as well as maintaining the village. He said that several councillors also attend other meetings to represent the parish council. Cllr Durrant attends the London Oxford Airport Consultative Committee and Cllr Wintersgill, the Neighbour action Group. Our representative on Begbroke Village hall Management Committee is now Ellis Davies who has replaced Carol Trevelyan. He thanked her for her efforts in liaising between the committees.

He especially thanked the Clerk for his work and support. The accounts were produced timely and ready for signing on 2nd April. The clerk has attended many meetings and progressed schemes with contractors.

He reported that a major change is that the clerk is now employed directly by the parish council and is subject to PAYE and NI which is managed by Dovey Accountancy Services on our behalf. The clerk receives payslips and a P60.

He said that parish council continue to co-operate closely with Begbroke Village Hall Management Committee who keep the Village Hall operational with limited funds.

He also thanked Terry Saxton for continuing his excellent maintenance work on the bus shelters.

Mr Pricket continues to make an excellent job of cutting the village grass, but we have to rely on OCC for the A44 cutting.

He reported improvements to the Village Hall this year include the removal of the old concrete garage that was in a state of collapse and replacing it with a joint store for bowls and cricket equipment. This gives improved access to the users having end and side doors and is located so that it forms part of the boundary with the railings. New/replacement door seals were fitted to the hall doors for fire safety reasons. A major expense was the replacement of the irrigation pump for the Bowling Green and said the he was pleased the parish council were able to assist financially with this.

A new litter bin had been installed next to the teenage shelter which has reduced mess and installed an additional bike rack at the eastern bus stop as they proved popular. The parish council had paid for electrical defect remedial work in the hall This included replacement of light fittings in all of the smaller rooms such as toilets and stores, some new distribution boards and identification of conductors. The apertures from the redundant fans in the lounge and hall have been blocked and help energy saving.

He remarked that due to an error by the police in not having evidence available in court, we are unable to re-claim the costs of the hall break in from the culprit. He said we continue to support village and other organisations with grants and applications are welcomed with a statement of why they are required.

Issues facing us are implications of the new localism bill and we await advice on how this may affect us.

The parish council are unhappy about the non publication of planning applications in the Oxford Times as many people may not see them posted near premises and only the vigilant will monitor Cherwell's web site.

Without a shop in the village, he said we are still trying to improve communication with nearby facilities such as Kidlington.

We have pursued the surfacing of Begbroke Lane with crushed stone to enable year round pedestrian and cycle access and it appears that some funding may been given to start the project.

He wanted to continue to push for an A44 crossing despite OCC proceeding with one at Yarnton apparently with section 106 monies from Begbroke Science Park which is in our parish. We did object to the road on the basis of it being in green belt land and the new speed limits are sure to cause problems for motorists.

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We continue to support subsidised local buses as these are essential to villages such as Begbroke. A Community Governance Review and Polling District review of the Cherwell District is being undertaken which has implications for the continuance of parish councils.

Our OCC Cherwell Area Steward is now Maurice Sheehan instead of Paul Wilson and we liaise with him regarding highways issues in Begbroke such as the reconstruction of Willow Way.

He informed the meeting that proposals were on display to develop facilities at the hall for bowls cricket, and football and welcomed comments. John Salt, who has produced the design, was available to answer any questions the meeting might have.

He said that there was Power point slideshow demonstrating some of the work accomplished over the past few years with before and after images. He then asked the clerk to give his report which is reproduced below.

7 Financial Report and Accounts 2011 -2012 for Begbroke Parish Council

1 Audit 2010-11

Last year's audit was considered satisfactory by the external auditors, BDO. There were no comments or observation made.

The balance brought forward from 31st March 2011 was £14,545 Income during 2011-12 totalled £28632.32 and the total expenditure was £ 33113.17. The residual balance carried over to 2012-13 is £3,890.14

The Parish Accounts and Annual Governance Statement were agreed by the parish council on Monday 2nd April 2012 and recorded in the minutes as items 11.6.2. And 11.6.3

The accounts have also been approved as satisfactory by the internal auditor and are 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 & Spending & Account Transactions.
- Detail of income and spending.
- Grants
- Details of assets
- Budgeted spending proposals for 2012-13
- Financial Management & 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. Differences between last year's figures and this year's >10% or £100, then an explanation has to be given to the external accountants. The differences are explained in the attachment.

5 Debtors and Creditors

None

6 Incomes and Spending Summary

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

7 Graph of income and spending

This shows the above in graphical form.

8 Grants

Total grants of £1,725 were awarded in 2011-12 There is a limit to the amount of grants that the parish council can give under Section 137. This is based on the amount of electors and in Begbroke there are 644 as at December 2011. The maximum allowed per elector is £6.44, so the maximum in grants we could have given is £4,147.36. It was noted that more requests from external bodies are being received as public funds are being reduced.

9 Section 137 grants of LGA 1972

£1,425 in total was given to Begbroke Coffee Morning, Begbroke Women's Institute, Begbroke Playgroup, Yarnton with Begbroke History Society and St John Ambulance.

10 Section 142 grants of LGA 1972

£300 in total was given to The Link

11 Sections 19 of Misc Provisions Act 1976

No grants using this provision were awarded this year.

12 Section 214 (6) of LGA 1972

No grants using this provision were awarded this year.

13 Assets and insurance

The asset list (value about £90k) has been updated to reflect any disposals and additions. An additional cycle rack at the eastern side bus stop was installed. Others assets such as the new equipment store will be managed by the village hall management committee.

14 Budgeted spending proposals

This shows the budget for the next financial year. The precept is set at £24,759.00 for 2012-13 and includes a sum of £6,000 for improvements to the village hall and its grounds.

15 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

16 Freedom of information Act

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

17 At the parish council meeting on March 5th 2012 some of the following items were reviewed.

- a. Parish remuneration. The Local Authorities (members allowances) (England) Regulations 2003 (as amended) – Parish Allowances Scheme.
- b. Review of Financial Management and Administration Risk Assessment.
- c. Review of Internal Auditor (Mr Caughey) for independence, competence, relationship with clerk and councillors, audit planning, audit scope and audit reporting.
- d. Review of Fidelity Guarantee insurance to cover the amount of precept received.
- e. Review of Begbroke parish council Standing orders.
- f. Review of Freedom of information Act information
- g. Review of Parish Assets
- h. Review of councillors over the age of 75 for insurance purposes with annual age statement
- i. Audit briefing letter from BDO

18 Income 2010-11

Income of £33,113.23 mainly comprised the precept of £23,631.00, a grass cutting grant of £1,073.40, vat repayments of £3,722.70 and some very limited bank interest of £5.22

19 Expenditure

This year the Parish Council spent £33,113.17 which is detailed accordingly in the transactions. The committee have concentrated on accruing funds from the precept for village hall improvements including Begbroke Play Group facilities. Main expenditure the clerks invoices and expenses, council insurance, grass cutting, parish council insurance, provision of additional cycle racks at the bus stop, hedge cutting, play area inspections, and membership of organisations including Oxfordshire Playing Field association, ORCC, OALC, Association of Local Clerks and the Green Belt Network.

20 Staff Costs

The clerk is now employed by the parish council with tax and NI liabilities paid to HMR&C through an accountant, Mr Dovey FCCA. Total costs include taxation, NI and accountants fees for processing payroll.

21 Begbroke Village hall and Begbroke Play Group

The committee work with Begbroke Village Hall Management Committee to plan for improvements and to accrue funds. Grant applications are submitted to the relevant local authority. Improvements carried out during the year were a new garage store for bowls and cricket equipment/machinery storage, blocking up of the obsolete fan outlets in the hall and lounge which were wasting heat, electrical remedial work following the periodic inspection. This included replacement distribution board, moving of circuits, providing circuit protection, relabeling and marking of wiring and replacement of all the old batten holders with modern electrical efficient light fittings. We also arranged for repairs following a break in at the hall and replacement and new fire sealing strips on the doors. We also paid to replace watering equipment for the bowling green. The parish council have funded these improvements to the value of £18,007.86

22 Future projects

We have now had CAD plans produced of the hall and annexe, a design for the front entrance ramp and with two options for disabled toilets. Plans are being drawn for changing rooms for various sports and other drawings are in hand showing the field, play area assets with drainage and other items. These drawings can be added to as necessary. We are also trying to obtain funding for the surfacing of the RUPP to Kidlington in a similar way to St Mary's fields Kidlington. This would give more opportunity to access other facilities on a year round basis and also link with the National Cycle Network. Project ideas from residents are welcomed.

23 Bankers

We continue to use NatWest Woodstock Branch.

24 Website

I have not been able to devote much time to website updating so unfortunately the information has remained rather static.

25 Remuneration

The councillors again decided not to accept any remuneration under The Local Authorities (Members' Allowances) (England) Regulations 2003 (As Amended) - Parish Allowances Scheme. However, expenses such as mileage to carry out duties will be reclaimed.

26 The Link

The magazine has continued to be financially supported by the committee in the form of grants.

Jeffrey Wright Clerk to Begbroke Parish Council – 2nd April 2012

8 Report from District and County Councillor

Cherwell District Council has again managed to avoid an increase in Council Tax, despite the Council's share of Government grant dropping by £1 million, the annual charge at Band D remaining at £123.50. Thus for just £2.37 a week we not only get our bins emptied but also planning and development control services, economic development, housing, licensing, leisure facilities, safer communities, housing benefit and many other services.

Oxfordshire County Council has also maintained a zero increase despite suffering even greater cuts. The County services include Adult Social Care, Education, Fire & Rescue, Transport, Libraries and Waste Disposal. It is also the planning authority for Minerals. You may be aware that there is to be a change of Leader at Oxfordshire County Council with Keith Mitchell standing down after 10 years. His replacement will be Ian Hudspeth, Member for Woodstock. Ian will no doubt be making some changes to the Cabinet, and it remains to be seen whether there will be any change of approach to certain County services. With regard to waste disposal, the County's proposed new waste recycling centre at Langford Lane (to replace just about all the current sites in the north of the county) has been delayed indefinitely owing to land acquisition problems. Green waste collection however continues to be a success story with the Agrivert plant at Worton Farm producing enough electricity for over 5000 homes. Concern was voiced last year about the slurry lagoon at the site and its potential for odour and bacteria surrounding villages. Although these concerns were not proven, I congratulate Agrivert for volunteering to provide a permanent cover for the lagoon at some considerable expense to allay any local

fears. Planning Control in general has been going through a turbulent time over the last two years owing to the uncertainty about the Government's New Planning Policy Framework. The policy has now been enacted and at first sight would seem to give Begbroke the protection most residents want. In short: The Oxford Green Belt will be rigorously protected from development; New housing and economic development will be encouraged on Brownfield sites ahead of green field, a stronger emphasis on 'Town Centre first' policy and a stronger presumption against 'garden grabbing'. Local Authorities are to be given the freedom and responsibility to determine the right level of Traveller site provision. No doubt there will be legal challenges on some or all of these policies but Cherwell District Council will include them all in its emerging Local Plan. As before, I will continue to work with fellow District Councillor Trevor Stevens and County Councillor Maurice Billington in the best interests of Begbroke and its residents. **Michael Gibbard 14 05 2012**

There was a discussion about planning applications during Cllr Gibbard's report. He explained the savings made by CDC by not publishing in newspapers. Whilst the meeting understood the reason for this, the clerk pointed out examples of implications in remote parts of the village where the issues were wider than an application affecting just near neighbours. These were Foresters Lodge in Green Belt where few people would have seen the application and Chimneys at Begbroke Science Park affected Begbroke residents but the notice was posted at the Park entrance in Sandy Lane. CDC was re-considering neighbour letters again.

9 Public Consultation on future plans for Begbroke Village hall and Grounds.

The Chairman introduced Mr John Salt the architect who has produced plans for the hall and changing rooms. The drawings, which will aid future planning of facilities, were on display at the Annual parish meeting for consultation. The drawings showed proposals for:

- The Equality Act 2010 (EA) compliance – Hall entrance improvements to canopy, ramp and WC facilities.
- Proposed changing rooms for a range of sporting activities complying with Sport England guidelines. This would include bowls, football and cricket.

Having compliance means that the grant application process will be much easier if at any time Begbroke Village hall Management Committee wish to progress the schemes. Malcolm Blackshaw said that he had been involved in the previous discussions and the drawings for the changing rooms met the needs of the likely users. A door had been provided between the two sides of the building for segregation of the users but permitted fire regulations to be met. Sue Pollard said that referees for teams under 9 were required to have separate changing area and this had been provided. It was thought the existing football pitch was in poor condition and subject to water logging. John Webster thought he could run the bowls roller over it to make improvements. The clerk said grants for drainage may be available and that the football pitch could be re-aligned north south with a removable goal on the cricket boundary. He clarified to Sue Pollard that this was not the cricket square. The drawings were considered later with tea and biscuits provided by Deborah Wright, Pam Wintersgill and Linda Tomline. Comments given were very useful – especially that if the The Equality Act 2010 (EA) compliance was introduced, then others would likely book the hall.

10 Question Time.

10.1 A resident enquired about circular bus routes via Langford Lane. The meeting was informed that this was proposed by the parish council a couple of years ago with perhaps with a route via Oxford/park and Ride to liaise with hospital transport/Kidlington/Begbroke and vice versa. A discussion took place regarding the inability to use universal tickets on buses outside of Oxford and would be of no use on the S3 as there was only one operator. The clerk said that subsidised buses were under review such as the S3 Woodstock to Chipping Norton Sunday service and asked the meeting to send him views which were vital to Begbroke. He also said that the fuel duty surcharge rebate was being withdrawn and the effect of this may affect certain bus routes. The clerk asked Cllr Gibbard to keep pursuing the Real Time information which he understood was due to be installed in 2013.

10.2 Caroline Crellin said that the speed of traffic in Spring Hill was excessive and was generated from the additional housing and businesses in the road. She asked if anything could be done about this. Her cat had previously been killed by a speeding vehicle. The clerk told the meeting that they had discussed 20mph limits but extension of these outside Oxford was unlikely and they were not generally enforced in any case. Cllr Gibbard did not think any more road humps would be installed. Another suggestion was chicanes. The clerk said that planning permission had been given for a new barn opposite Half Farm to replace the surplus one taken down when the new development proceeded. The clerk said that road narrowing would then prevent agricultural vehicle movement to the farm and barn and it was also likely that traffic would increase as well. Cllr Gibbard remarked that the parish council were seeking removal of the mirror and wooden posts installed on highway land on the bend adjacent to half farm and they had been installed for safety reasons. However, the clerk said that did not make it right.

10.3 A resident asked about the confusing speed limits with 40mph to Begbroke Science Park and 50mph at Begbroke roundabout. Another resident said why is it 40mph at Begbroke Roundabout and 50mph at the Royal Sun? Cllr Gibbard said it was a temporary limit because of the new road but thought it was also 40mph at the roundabout. The meeting said it was not with one resident complaining about vehicles being too close and going too fast when attempting to turn in to Begbroke. Cllr Wintersgill pointed out the differing speed limits from Bladon Roundabout to Loop Farm roundabout. These went from National speed limits on the dual carriageway to 50mph to 40mph to 50mph. Cllr Gibbard said the police would not support and enforce a lower speed limit along the A44.

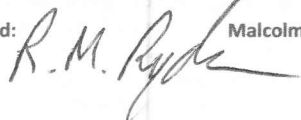
10.4 Sue Pollard asked why the whole of Sandy lane had not been surfaced and combined with the two sections that had. Cllr Gibbard said that it was down to finance. A discussion took place about the state of the remaining sections of road and especially the pot holes. The clerk said he recently had had an alloy wheel damaged as well as requiring a replacement tyre and tracking had to be carried out as a result of hitting two potholes in sandy Lane. One circled and one that had not. Cllr Gibbard briefly explained that if a pothole had not been reported then OCC would not entertain a claim. Sue Pollard thanked the clerk for his efforts for the bowls club and other work to the hall.

11 Any other business

11.1 None

12 Date of next meeting May 2013 TBA

Signed:



Malcolm Ryder Chairman Begbroke Parish Council Date: 13th May 2013

Begbroke parish council – Annual parish meeting May 13th 2013 - attendees

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Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

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MINUTES

OF THE ANNUAL COUNCIL MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 13th MAY 2013 AT 6.30 PM

1 Present:

1.1 Cllr Malcolm Ryder(Chairman); Cllr Durrant Vice Chairman; Cllr Carol Trevelyan; Cllr David Wintersgill; Cllr Ellis Davies; Cllr Beverly Napier; Cllr Michael Gibbard; Cllr Maurice Billington; Jeffrey Wright – Clerk and a resident, Mr Goddard.

Apologies:

1.2 Cllr Trevor Stevens;

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting held on April 8th 2013 were confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1 None

4 Elections & Resignations

4.1 Election of Chairman and Vice Chairman to the parish council

4.1.1 Chairman: Cllr Malcolm Ryder. Proposer: Cllr Trevelyan Seconded: Cllr Jill Durrant;

4.1.2 Vice Chairman: Cllr Jill Durrant. Proposer: Cllr Trevelyan, Seconded: Cllr Malcolm Ryder

The Chairman and Vice Chairman were unanimously elected by the committee members

4.2 Resignations - none

5 Matters Arising from the Minutes

5.1 Church wall – the clerk reported that the churchwarden had submitted planning applications to CDC as the rebuilding required listed building consent and planning permission. This could not guarantee the final quality of the wall.

5.2 A CDC plan of Tree preservation orders was shown by the clerk to the committee. He said that it was subject to change so could not always be relied upon.

5.3 Arboricultural works in the central reservation of the A44. This was carried out to permit 1.2m maximum deflection of the crash barriers in case of impact. Cllr Gibbard had replied in a letter to the clerk with an explanation. OCC had explained the reasons as well.

6 A44 Pedestrian Crossing and Begbroke Science Park

6.1 Nothing to report.

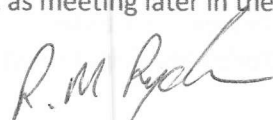
7 Report from County/District Councillor

7.1 Cllr Billington reported that the conservatives had lost overall control over OCC but had made an alliance with three independent councillors. He also referred to locality fund monies and requested applications for consideration. The amount of money available was about £18K to be shared between all applicants. He also showed bells which could be attached to purses to help prevent theft by providing an audible alarm. Applications could be made to him for anyone who wants one.

8 Council Representatives. (Two representatives if possible)

8.1 BVHMC (Ellis Davies) Ellis reported that Susan Ganter (Secretary) and John Webster (Treasurer) were stepping down. They also had no Chairman. The clerk reported that the DDA works were to start tomorrow (14th May) and he had had a meeting with the contractor and John Webster earlier in the day. They had cleared items from the store.

8.2 London Oxford Airport Consultative Meeting. (Jill Durrant.) No report as meeting later in the week.


21-7-13

8.3 NAG Group – (David Wintersgill) Nothing to report as he was unable to attend the last meeting as well as the next.

9 New Business

9.1 Rural Housing is unable to pursue this further at present. A land registry enquiry has shown ownership but owner is unable to be traced.

9.2 Any Other Business – further to legal advice, this item has been removed as only items on the published agenda can be discussed. In future, the clerk must be notified of agenda items giving at least 7 days notice. The clerk explained that it is in standing orders and he requires time to type and distribute the agenda which must be on the notice board at least three days before a meeting.

9.3 Demolished bus shelter. The clerk said that he had taken photographs, spoke to the police, made a claim to Zurich Municipal, made arrangements for OCC to clear away the debris (although they had failed to do so) had written and sent tenders to contractors and had had replies. He is also discussion with the loss adjusters and is awaiting them to contact him.

10 Planning

10.1. Applications

10.1 Mr Sunthar Thisanayagam, 28 Woodstock Road, convert garage and rear extension. Cllr Wintersgill had visited neighbour to discuss. The neighbour was writing to CDC with her comments.

10.2 Decisions:

10.2.1 APP/C3105/A/12/2187572 Mr and Mrs Rose, 8 Foxglove Road Begbroke. Appeal dismissed.

10.2.2 Mr M Van Der Linden- Rear Conservatory, 11 Begbroke Lane Begbroke Kidlington OX5 1RN. Consent.

10.3 Conditions of Planning

10.3.1 None

10.4. Appeals

10.4.1 None

10.5 Withdrawals

10.5.1. None

10.6 Amendments

10.6.1 None

10.7 Planning Other

10.7.1 Planning rota – June - 1st Jill 2nd Carol. July –1st Carol 2nd Jill

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

11.1.1 AON Insurance requesting the parish council to return to them for a policy.

11.1.2 Zurich Municipal renewal letter.

11.1.3 13/00054/F Foresters Lodge - replies to letters from clerk about consent decision from Cllr Mike Gibbard and Bob Duxbury, CDC Development Management Team Leader.

11.1.4 CDC Parish Precept payments – information.

12 Financial Matters

12.1. Grant Information/ Grant Applications for discussion

12.1.1 Grass cutting grant this year will be £1,076.08 (CR1168)

12.2 Balances and Liabilities

12.2.1 Balance (Money) £21,728.05 Bank Accounts: (25/04/13)Current £2,610.38 Reserve: £24,089.15

12.2.2 Uncleared Cheques & Liabilities - £5,499.08 - transfer of funds required: £5,500

12.3 Income

12.3.1 Precept - 1st payment £12,379.50

12.3.2 CDC New Homes Bonus for improving community facilities £527.00. Clerk said ideas were requested on how to use the money.

12.4 Expenditure

12.4.1 Jeffrey Wright – clerks salary April – June £1,150.16 CN: 400

12.4.2 Dovey Accountancy Services Ltd – Professional Fees £300 CN: 401

12.4.3 HMR& C PAYE/NI Liability for quarter £214.60 CN: 402

12.4.4 Baylee construction –Litter bin work and play area repairs - Invoice 4045 £270.00 and Invoice 4046 £155.00 total £425.00 CN: 403

12.4.5 Applewood Garden Services Inv 2365 £165.00 CN: 404

12.4.6 Zurich Municipal – Parish Council Annual Insurance £1,360.13 CN: 405

12.4.7 FCC Recycling (UK) Ltd £1,468.39 CN: 406

12.4.8 N R Pricket Grass cutting £319.20 CN: 407

12.4.9 Bryan Knott – bin emptying £36 CN: 408

The above financial transactions were unanimously accepted.

12.5 Quotations

12.5.1 Baylee Construction – to rebuild bus shelter £5,985.00 (no vat)

12.5.2 XEL Projects – to rebuild bus shelter £7,146.59 plus vat. The clerk said that as the base was satisfactory, a provisional £1,100 subject to checking in their office had to be deducted from the XEL quote making this quote £61.59 more expensive plus vat. It was decided to award the work to Baylee as he was slightly cheaper, no vat would be payable and he was a resident of the parish.

13 Health and Safety Matters

13.1 Weekly playground inspections – June – Carol; July Ellis

14 Training

14.1 Wednesday 10th July – planning - Cllr Ryder

15 Freedom of information requests

15.1 No requests

16 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1 Update on footpath amendments, anomalies and additions. Cllr Ryder said that definitive maps had been given to Jan Lacey.

15.2 Footpath problems - Jan Lacey has submitted reports to Dan Weeks – extracts below.

124/5 (FP) 6 May 2013 South end of path (adjoining enclosed pasture). Bricks added to top of stile area. (There are horses in the pasture so this may have been added by owners to stop horses climbing over.) Whilst this is no higher than the height of a normal stile this may impede easy access for pedestrians with limited ability to climb over brick wall. Original post with waymark has been discarded on ground, albeit another waymark disc has been added to brick wall. Change to allow better access to footpath whilst ensuring horses do not escape.

124/5 6 May 2013 Stile north of second field boundary. No way mark discs Jan will fit x 2.

124/5 (FP) 6 May 2013 North End of 124/5 (at Parish Boundary) No way mark post or way mark disc. She ill fit ones supplied to her.

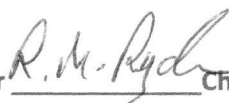
BR4 6 May 2013 N51 49.248 W001 19.611

Gate fastening doesn't engage. Rope temporarily providing fastening capability. Check and repair

17 Date of the Next Meeting:

18.1 Monday 1st July 2013 6.30pm

Signed Cllr Malcolm Ryder



Chairman Begbroke parish council 1st July 2013

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

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MINUTES

OF THE MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 1ST JULY 2013 AT 6.30 PM

1 Present:

1.1 Cllr Malcolm Ryder(Chairman); Cllr Carol Trevelyan; Cllr Beverly Napier; Cllr David Wintersgill Cllr Ellis Davies; Jeffrey Wright – Clerk; Liz Gaffer Director of Marketing & Charity Services from LVS Oxford for item 8.1.

Apologies:

1.2 Cllr Durrant Vice Chairman (prior engagement); Cllr Trevor Stevens; Cllr Maurice Billington(NAG Meeting)

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting held on May 13th were confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1 None

4 Matters Arising from the Minutes

4.1 St Michaels Churchyard Maintenance – wall – also see 9.2.2 and 11.5.1. The clerk reported that planning permission had been received to rebuild the wall. He had had no further communication with the church representatives about the matter.

4.2 Bus shelter replacement. The clerk reported that he had negotiated the matter from the incident, through making a claim to the insurers, tendering the work, obtaining permission from OCC to re-build on their land and appointing a contractor – Baylee Construction. He awaited a certificate of Lawful use from CDC. He had also produced a SHE plan and Risk Assessment for the work and discussed with the contractor. He had also written to the bakers van owners about the £100 excess but had had no answer.

4.3 Locality fund applications. The clerk said he had submitted several possible schemes to Cllr Billington following his request. These were crash barriers on the A44, a LED speed actuated "Slow Down" sign; scrubbing out roundabout approach chevrons and Real Time information at the North Bus Stop.

4.4 DDA and other work at village hall. This was nearly complete apart from the handrails which are to be installed in about a week's time. The committee were shown the works and were impressed by the improvements. However, they considered the area by the play group, with the road barriers at the side, bins moved to the front of the hall and a fence that has prevented proper use of several car parking spaces not in keeping with the measures to improve the hall. Metal posts used to support posts projected from the car park and the surface had been completed with cement not macadam.

5 A44 Pedestrian Crossing and Begbroke Science Park

5.1 Clerks Letter to OCC – see item 8.3

6 Reports from County and District Councillors

6.1 Maurice Billington – report reproduced below

"I would like to start by thanking all the people who supported me during the recent County Council election. I can assure everybody that I will be working hard for all residents in the Division to ensure that we have the best possible services. I would like to take this opportunity to thank all my opponents for the way the election campaign was conducted.

FORMING A STABLE ADMINISTRATION

RNR
5-8-13

There was no party with an overall majority at County Hall. Three independent members formed an alliance with the Conservative Group to allow a stable administration to be established. Ian Hudspeth continues as Leader of the Council and announced his Cabinet at the Council Meeting on 14th May.

OPERATION BULLFINCH

The conviction of seven men following Operation Bullfinch has raised numerous questions at County Hall and other agencies. We are desperately sorry that the abuse was not stopped earlier, however, lessons have been learned and we have implemented measures to stop a repeat of these criminal activities. Unfortunately this type of crime is committed across the nation; we need a national debate to prevent it happening anywhere across the country in the future. There will be an Independent Serious Case Review led by David Spicer QC who specialises in child protection law. This will be open and transparent and the Leader of the Council intends to implement all the recommendations.

BROADBAND CONTRACT

The Council and the Government are investing nearly £14 million to improve Oxfordshire's broadband network and infrastructure. On 21st May, the Cabinet agreed to award the contract subject to some delegated amendments. This is expected to provide superfast broadband (24Mbps) to 90% of Oxfordshire by 2015.

LOCAL TRANSPORT PLAN 3 CONSULTATION

A new area strategy has been developed for our area as part of the third Local Transport Plan (LTP3) which runs from 2011 to 2030. This is updated annually and you are invited to take part in the web-based consultation from July until September. More information on our Area Strategy can be found at <http://www.oxfordshire.gov.uk/cms/public-site/area-transport-strategies>

No other reports were submitted to meeting.

7 Council Representatives. (Two representatives if possible)

7.1 BVHMC Report (Ellis Davies) Ellis reported that the VHMC had requested the parish council to provide some new racking for the smaller store room. The committee unanimously decided against this. The clerk said he had previously provided a rack.

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

7.3 NAG Group – (David Wintersgill) No report as meeting was the same evening as the parish council meeting. However the clerk gave David an e mail from Peter Finbow about parking in Begbroke Crescent to see if this could be raised at a future NAG meeting.

8 New Business

8.1 Short presentation by Liz Gaffer Director of Marketing & Charity Services LVS Oxford New School The chairman welcomed Liz to the meeting.

Opening in Begbroke Priory

Begbroke Priory on Spring Hill Road will be converted to a school for young people with autism and Asperger's and is planned to open in September 2014. The new school will accommodate approximately 16 youngsters from opening, building to 60 over the next four years. The school is owned and managed by the Licensed Trade Charity, which has been running schools for over 200 years. LVS Oxford, as it is to be called, will be based on its successful school in West Sussex, LVS Hassocks, which is also housed in a former Priory. LVS Hassocks has been rated 'Outstanding' by Ofsted two years in a row. The charity's experience of working in a former priory is a positive one, with the peaceful surrounds and treasured buildings making a positive difference to those that work there.

The charity's approach is working with its students to give them the health, knowledge and skills they need that will give them a better chance of living an independent life when they leave, including getting and holding down a job. There are some short films about how the charity's work changes the lives of its students on the new website www.lvs-oxford.org.uk The fields around the Priory will be very useful for outdoor activities, a garden will be cultivated so that students can grow their own food and the charity is looking to provide a teaching kitchen.

Over the coming months you may notice a couple of signs going up and some work taking place around the site. The charity will be holding open days in September this year and all local residents will be invited with a leaflet through their door to come and learn more about the school. In the meantime more information is available at www.lvs-oxford.org.uk or specific enquiries can be made to 01865 595170.

8.1.1 The clerk raised various items for future discussion with Liz Gaffer. These related to: a) the flooding problems in St Michaels Lane and the churchyard. The parish council thought a possible solution might

be a ditch to the field north of the church to divert excess water to Rowel Brook. The committee also said that the entrance to spring Hill from the A44 flooded from time to time causing access problems. b) That tree preservation orders existed in the conservation area in which the priory was sited. Liz said she would discuss the issues with Allan Seagrove, her Head of Estates at the Priory. The clerk said he would send some photographs of the flooding events. c) The committee said they continued to push for a signalised crossing on the A44; d) the committee said that facilities existed at the village hall including a playing field and play area.

8.2 New Homes Bonus from CDC – £527 to spend on improving community facilities. Cllr Davies suggested a new seat to the rear of the hall. He is to check the location for the next meeting.

8.3 Letter to OCC regarding various matters in Begbroke. This covered various items: Signalised crossing request on A44 – OCC said severe pressure on budget and other sites have a poorer safety record. Cllr Davies asked the clerk to find out where these are. No tactile or barriers at existing crossing which does not comply – OCC to investigate lower cost improvements; results of accident resulting in bus shelter being demolished – OCC unable to give information as this was subject to ongoing police investigation; Willow Way works – measurement will be done in August with work carried out soon after; Grass cutting at A44 verges near roundabout – Area Steward will look in to issues with grass cutting and hopefully resolve this next week. Ash Tree obliterating road sign to Begbroke east – tree has been cut down with poison to be applied later on.

9 Planning

9.1. Applications

9.1.1 13/00799/CLUP Begbroke parish council – Certificate of Lawful Use proposed - rebuild of bus shelter previously demolished in RTA. Decision is awaited.

9.1.2 13/00821/F Mr & Mrs Nichol Two Storey Rear Extension 62 Fernhill Road, Begbroke

9.2 Decisions:

9.2.1 13/00405/F Mr Sunthar Thisanayagam. Convert Garage and rear extension 28 Woodstock Road Begbroke – consent

9.2.2 13/00571/LB Mr Neil Brodey. Repair and rebuild of existing dry stone wall and new capping applied St Michaels Church Begbroke -consent. Stringent conditions such as those requested for the Old Rectory were not specified.

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 Planning applications - July Rotas - 1st Carol, 2nd Jill; August 1st Beverly 2nd Carol

9.7.2 12/00371/F 12 Woodstock Road– permission for one bedroom flats and advertised as two.

Currently awaiting reply from CDC. A discussion took place about this.

9.7.3 Reference 13/00188/BCON – Oxford Motor Village - Suspected Breach of Condition Re Care Sales. Vehicles for sale were parked on highway although no further incidents reported.

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

10.1 None reported at meeting

11 Financial Matters

11.1. Grant Information/ Grant Applications for discussion

11.1.1 Grass cutting Grant from OCC £1,076.08

11.2 Balances and Liabilities and Income

11.2.1 Balance (Money) £22,064.18 Bank Accounts: Current £3,853.23 Reserve: £19,116.15

11.2.2 Uncleared Cheques & Liabilities £924.55 Transfer of funds: £0.00 Income £1,076.08

11.4 Expenditure

11.4.1 CDC – application for lawful use CN: £48.75

11.4.2 NR Prickett – grass cutting CN: 410 £415.20

11.4.3 BDO – External Audit Invoice No: 1183079 £240.00 CN: 411

11.4.4 Bryan Knott – work to remove plastic sheaths from shrubs in Begbroke Lane £36.00

All the above financial transactions were unanimously approved by the committee.

Quotations/Tenders

11.5.1. Church wall re-building - Baylee Construction £2,300 no vat chargeable unanimously approved subject to church request for a grant.

11.5.2 XEL Ltd Village Hall Replacement Heaters for the Sum of £1,932.00 plus VAT Unanimously approved and clerk to place order.

11.5.3 XEL feasibility study for estimated price and partial building of sports facility £500. It was decided to wait and see what John Salt the designer, quotes

11.5.4 Replacement bus stop litter bin after accident – suggest fit in Spring Hill. Wybone £276.28. Unanimously approved to order the bin.

11.6 Bank Matters

11.6.1 None

11.7 Other Financial Matters

11.7.1 External Audit by BDO for Year ended March 2013 – No matters coming to the attention of the auditor – committee unanimously approved the audit.

12 Health and Safety Matters

12.1 Weekly playground inspections for June/July were handed to the clerk by Cllr Trevelyan.

12.2 Annual Playground inspection will be in July by RoSPA Play Safety:

12.4 Inspection rota: July – Ellis; August – Malcolm.

13 Training

13.1 September - Data Protection, Freedom of Information and Data Transparency.

13.2 Oxfordshire Playing Fields Association will be running two informal networking events in June:

13.3 First Aid at Work Course 15th July 2013 - Witney Town Council

13.4 Getting to Grips with Local Council Finance - An introduction to procedures and responsibilities"

There were no requests to attend any of the above courses.

14 Freedom of information requests

14.1 None

15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1 Update on footpath amendments, anomalies and additions

15.2 Footpath problems. Style broken on footpath No 7. Clerk to report to Dan Weeks

15.3 Annual footpath walk to be re-arranged as the previous one was not supported.

16 Date of the Next Meeting:

16.1 August 5th 2013

Signed Cllr Malcolm Ryder

Chairman Begbroke parish council 5th August 2013

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

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MINUTES

OF THE MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 5TH AUGUST 2013 AT 6.30 PM

1 Present:

1.1 Cllr Malcolm Ryder(Chairman); Cllr Durrant Vice Chairman; Cllr Carol Trevelyan; Cllr Beverly Napier; Cllr David Wintersgill; Cllr Ellis Davies; Cllr Maurice Billington (County Councillor) Jeffrey Wright – Clerk; John Webster Treasurer BVHMC

Apologies:

1.2 Cllr Mike Gibbard;

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting held on July 1st were confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1 None disclosed

4 Matters Arising from the Minutes

4.1 St Michaels Churchyard Maintenance – the clerk read out a response from The Revd Nathan Jarvis who had declined the parish council's financial assistance to rebuild the wall. The Councillors complained about the poor reconstruction of the church wall. There was concern that people who do not live in the village sanction this sort of work and do not have to look at it every day. The church wall was compared to the wonderful restoration work carried out on the priory boundary walls in Spring Hill Road. The clerk is to write to Oxford Diocese and CDC to complain.

4.2 Bus shelter replacement. The clerk reported that it was now complete and the old litter bin base removed. A new bin is on order but will be fitted in Spring Hill. Clerk to discuss with Cllr Ryder and the builder. The committee were very pleased with the reconstruction. The clerk is to send an agreed complements letter to Baylee Construction. He is also to agree the final costs with the loss adjuster.

4.3 Locality fund applications. The clerk said he had sent several ideas to Cllr Billington. These were a crash barrier at the roundabout, a LED speed activated sign and making the roundabout approaches two lanes again with a view to reducing speeds. Crash barriers were considered the favoured option. The clerk is to e mail Cllr Billington again with the request so he can obtain a quotation from OCC.

4.4 DDA and other work at village hall. The work is now completed and the committee were very pleased with the results. A meeting is to be arranged to sign off and agree invoices for additional work.

4.5 New Homes Bonus from CDC. Ideas discussed included seats and a picnic table on the old concrete slab outside the play area. Cllr Ryder brought some leaflets. A small section of land outside the Royal Sun was a suggested site. The committee was told a local builder was



willing to provide a commemorative a seat in the village. Cllr Ryder to make further enquiries.

4.5 Proposed Hatchings at Begbroke Lane. This was discussed in conjunction with parking problems at the service road and lay by opposite Oxford Motor Village

5 A44 Pedestrian Crossing and Begbroke Science Park

5.1 It was again discussed about the operation of the traffic lights. Vehicles turning left stop northbound traffic and there appears to be little notice that the lights are to change. The clerk said he had written about this previously. The traffic lights and fatal accidents at Langford Lane/A44 junction were also discussed. It was considered that the lights change too soon. It was accepted that the amber timing was a national standard but thought it was at the lowest setting. The roundabout and lack of visibility was discussed. Cllr Wintersgill said that you could not see approaching or circulating vehicles due to the vegetation. The clerk said he was writing to OCC about this again as they had not addressed, in the recent response letter from Mr Kemp, this issue or the 150m required visibility for pedestrians and vehicles.

6 Reports from County and District Councillors

6.1 Cllr Billington reported that there was to be a change in electoral boundaries to make them a similar electoral size. Details are to follow.

7 Council Representatives. (Two representatives if possible)

7.1 BVHMC Report (Ellis Davies) No report.

7.1.1–The clerk said that in the village hall trust deeds, it says that in the event of another organisation being formed in the parish of an educational character, they could be invited to sit on BVHMC after a vote in accordance with the deeds. It was considered that LVS Oxford with their resources and being a charity, this could be very beneficial. The clerk gave Cllr Davis the necessary information to be discussed at BVHMC meeting.

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

7.3 NAG Group – (David Wintersgill) Nothing to report. The clerk said he had been contacted about out parking problems in Begbroke Crescent. A large breakdown lorry was parking there. The clerk asked if this could be discussed at NAG.

8 New Business

8.1 Parking problems in service road causing difficulties to residents and S3. The clerk showed photographs of parked vehicles. He thought some drivers were using it as a Park and Ride". Cllr Trevelyan said that near misses were happening as a result when left turning vehicles (going south) were meeting ongoing or right turning vehicles (going east) in the service road. A resident Mary Cave had contacted Kidlington Police because cars were causing an obstruction by parking across her driveway and to either side making it difficult for her to get out. She had been told me to ring 101 and make a formal complaint and it would be investigated. To give the motorists a chance to park elsewhere and reminding them of the park and ride, she put at note on their windscreens to that fact.

8.2 Suggestion to put a seat in Begbroke Lane. Clerk is to investigate costs. However a tree trunk is being used for this purpose by teenagers and a large amount of litter has been found. It was thought that perhaps a simple bench with cut off trunks and a plank would be sufficient placed opposite the stream but in sight.

8.3 Cycle path sweeping A44 – clerk has written to CDC about the thorn problems after hedge cutting. They have forwarded the details onto the street cleansing team and he awaits a reply.

9 Planning

9.1. Applications



9.1.1 13/00840/ADV Licensed Trade Charity; Flat sign on two poles; St Philips Priory Spring Hill Road Begbroke. The committee considered the application together with drawings and photographs. They considered the new sign should be a direct replacement in the same position as the old Priory sign and be slightly smaller. They also thought the proposed sign could be a distraction to drivers especially with pedestrians trying to cross a road that has poor visibility. It was also thought the left pointing arrow on the sign could indicate the double gates as the entrance.

9.2 Decisions:

9.2.1 13/00799/CLUP Begbroke parish council – Certificate of Lawful Use proposed - rebuild of bus shelter previously demolished in RTA. Certificate issued – filed in accounts

9.3 Conditions of Planning

9.3.1 Oxford Motor Village. The clerk had written to CDC and District Councillors for clarification on the amount of vehicles for sale. He had been told it was 35 cars and no commercial vehicles. He awaits a further response. The reason for enquiry was because it appeared that at times there were more than 35 vehicles were for sale. Customers and visitors should be able to get on the site to park and not on the service road and lay by. This caused problems for the S3 and access to the village. Vehicles had been seen apparently for sale on the road verges and in the service road.

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 Planning applications August 1st Beverly 2nd Carol

9.7.2 12/00371/F 12 Woodstock Road– permission for one bedroom flats and advertised as two. Currently awaiting reply from CDC

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

10.1 Thank you card for new bus shelter from Mrs Joy Perry was appreciated (CR1191)

10.2 ORCC report. There was a link to a list of village halls. The Begbroke picture was now outdated and John Webster said that now he had taken new photographs, he would update the information.

11 Financial Matters

11.1. Grant Information/ Grant Applications for discussion

11.1.1 Grant to village hall for a reception for residents and WREN to show hall improvements. John Webster described his ideas for a cheese and wine party, possibly at the next AGM. He would like to circulate information in the next Link. The committee unanimously agreed a grant of £250.

11.2 Balances and Liabilities and Income

11.2.1 Balance (Money) £10,054.46 Bank Accounts: Current £2,617.15 Reserve: £19,118.17

11.2.2 Liabilities £11,735.40 Transfer of funds required: £12,000. Income £2.02 (interest)

11.4 Expenditure

11.4.1 Jeffrey Wright – clerk's salary July August Sept £1,146.96 CN: 414

11.4.2 HMR&C PAYE/NI Liability for quarter £214.80 CN: 415

11.4.3 NR Prickett – inv 137 grass cutting June £427.20 CN: 416

11.4.4 Glenn Farrow UK Ltd Bowling green pump repairs £626.40 CN: 417

11.4.5 Wrist Electrical Ltd – Replace 13A sockets in Village Hall £48.00 CN 418

RMR

11.4.6 Applewood Garden Services – hedge cutting and laying bark at village hall £419.50
CN: 419

11.4.7 XEL Village Hall Replacement Heaters £2,318.40 CN: 420

11.4.8 Baylee Construction Bus shelter re-building £5985.00 CN: 421

11.4.8 Hickman Bros. Replacement Quercus Robur tree £122.00 CN: 422

11.4.9 NR Prickett – inv 144 grass cutting July £427.20 CN: 423

The above financial transactions were unanimously approved.

Quotations/Tenders

11.5.1. Baylee Construction – install new litterbin supplied by BPC £240.00

The quotation was unanimously approved.

11.6 Bank Matters

11.6.1 None

11.7 Other Financial Matters

11.7.1 National Salary awards. Clerks increase 1% from 01 April 2013 & increment to SC 26.

The award was unanimously approved.

12 Health and Safety Matters

12.1 Weekly playground inspection for clerk – Cllr Davis to submit reports via e mail.

12.1.2 Cllr Davis reported the bin was full by the teenage shelter. The clerk said he had asked Applewood Garden Services to do the bin emptying work that Bryan Knott had been doing. He was also to remind them of the bin at the far end of the field. Clerk said there was also graffiti on the litter bin. Cllr Billington said CDC would do small remedial such as this, free of charge. Clerk to enquire.

12.2 Inspection rota: Aug – Malcolm

13 Training

13.1 No requests

14 Freedom of information requests

14.1 None

15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1 Update on footpath amendments, anomalies and additions

15.2 Footpath problems

15.2.1 Broken stile on FP 7 was reported to Dan Weeks on 17.07.2013

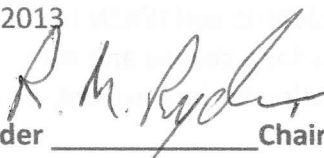
15.2.2 Clerk read out a report from Jan Lacey that said the ramblers association were to do some clearance work in Dalton Lane.

15.3 Annual footpath walk - not arranged.

16 Date of the Next Meeting:

16.1 2nd September 2013

Signed Cllr Malcolm Ryder



Chairman Begbroke parish council 2nd September

2013

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

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MINUTES

OF THE MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 2ND SEPTEMBER 2013 AT 6.30 PM

1 Present:

1.1 Cllr Malcolm Ryder(Chairman); Cllr Durrant Vice Chairman; Cllr Carol Trevelyan; Cllr Beverly Napier; Cllr David Wintersgill; Cllr Ellis Davies; Cllr Mike Gibbard (after 8.0pm); Jeffrey Wright – Clerk;

1.2 Apologies: Cllr Maurice Billington (County Councillor); Cllr Trevor Stevens.

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting held on August 5th 2013 were confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1 None disclosed

4 Matters Arising from the Minutes

4.1 St Michaels Churchyard Maintenance. The clerk said he had written again to CDC with extracts from the Conservation Area Document. This says amongst other things, that walls play a key role in the character and appearance of the area and therefore the walls should be well maintained and expertly repaired. The parish council contend they were not.

4.2 Locality fund applications – as Cllr Billington was not present so the item is to carry forward to the next meeting.

4.3 New Homes Bonus from CDC - various suggestions including a clock, daffodils, a light at the hall entrance and a Begbroke Memorial Seat. Further consideration to be given.

4.4. Parking problems in service road causing difficulties to residents and S3. The clerk showed photographs demonstrating the problems to residents and drivers. A meeting is to be arranged on a Friday afternoon with Mr Egawhary from OCC to discuss. Clerk to advise when. He also suggested that perhaps the lay by should be not 24 hour parking similar to one in Yarnton and that some yellow lines could be put down as in Kidlington where they had residents only parking.

4.5 Cycle path sweeping A44. The clerk reported the paths had been swept from Frieze Way to Bladon both sides. The contact for problems is: Paul Devine Street Cleansing Supervisor South Direct Dial 01295 753722 EXT 3722 Mobile 07974140447 paul.devine@cherwell-dc.gov.uk

4.6 Replacement bus stop litter bin - new one to be installed in Spring Hill. However, as this is a conservation area, the clerk awaits advice from CDC Planning Officer.

4.7 Letter to OCC various – The clerk advised the councillors that the shrubbery is to be cut back in September. OCC had also apologised for not getting the reflective bollards replaced. They also corrected their previous letter to say this was the only reported *injury* at the roundabout

4.8 Suggestion to put a seat in Begbroke Lane. There had been two ideas, one similar to those in Blenheim Park with cut off tree trunks as supports and a plank seat. The clerk and Cllr Ryder are to continue to find a suitable type. The other idea was for a Commemorative Seat at the end of Begbroke Lane and Sandhill Road. This could be used to commemorate people in Begbroke with the application of memorial plates. A resident, Mrs Hawtin, said she would contribute financially to this. Further consideration is to be given as residents may need to be consulted regarding positioning.

4.9 LVS Oxford – it had been proposed to invite the Organisation to belong to BVHMC. Cllr Durrant was not sure about this as the original intention from the Robertson's when they donated the land had been to appoint a catholic. The clerk said according to the Trust Deeds, educational

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7-10-13

establishments were entitled to be represented. He also said they would have resources to assist, especially as the secretary and treasurer of BVHMC intended to resign and no-one else was likely to take over.

4.10 Graffiti on the play area litter bin – reported to CDC Cleansing Dept.

5 A44 Pedestrian Crossing and Begbroke Science Park

5.1 Begbroke roundabout there had been previous fatality and the recent death of a motorcyclist. There had also been other accidents resulting in a vehicle jumping the kerb and ending up just before the bus shelter and another on which resulted in the bus shelter being demolished. Cllr Durrant suggested that when an inquest on the motorcyclist is held, the committee should write to the Coroner expressing our concerns and that we were worried about the roundabouts safety and those of pedestrians. The committee unanimously thought this an excellent idea.

6 Reports from County and District Councillors

6.1 Cllr Gibbard reported that the Local Plan – the blueprint for the next 20 years should be in place by February next year. There will be greater control over planning issues. He said there was a workshop specifically to do with Kidlington on Friday September 20th between 12.45 and 5.30pm. He was to ensure that an invitation was sent to the clerk. He was asked about cycleway monies but was unable to as he was no longer a County Councillor

7 Council Representatives. (Two representatives if possible)

7.1 BVHMC Report (Ellis Davies) No report

7.2 London Oxford Airport Consultative Meeting. (Jill Durrant) No report although it was mentioned that the Minoan Air services had ceased.

7.3 NAG Group – (David Wintersgill) the report was read out and a précis is below.

Crime Information

The month of July has been a very busy month for your local neighbourhood team and for our colleagues. The siege in Moreton Close hit the national headlines with many police officers deployed to the incident but thankfully ended with no serious consequences. A male has been charged with 3 serious offences and my team have been conducting reassurance patrols around the area. There has been a dramatic drop in burglaries which is pleasing to report. This year we will be prioritising rural crime and we have several operations planned. We have seen a rise in caravan thefts but I can report that one has been recovered, after an anonymous tip, and one person has been arrested regarding his involvement. Theft from motor vehicles has also seen a remarkable decline but that does not mean we should get complacent. I would ask that all residents keep tools and valuables hidden or better still kept in their house and ensure that they keep their vehicles locked. Please report any suspicious behaviour.

Anti-social behaviour

There has been a series of criminal damage incidents in Merton village

Partnership work

The team and I have held a Pegasus seminar which was held at Begbroke village hall with guest speakers from trading standards. This was well attended along with representatives from the Fire service and our very own Superintendent Colin Paine, who formally opened proceedings. Plenty of advice was on hand for residents and Debbie Hextall who is our neighbourhood watch coordinator gave a crime reduction talk and people were signed up to our Thames Valley Alert messaging service. PEGASUS is the scheme we developed that enables us to provide support to vulnerable victims of crime in both reassurance and referring them to our partner agencies. The PCSO's have also attended Kirtlington fete, held a Bike marking operation with 50 people signing up and attended a horse fair with horse tack being marked. The success of Neighbourhood policing is down to boots on the ground with the PCSO's knowing their community and the public knowing their local Officers and that is the reason we hold and attend events in our local community. We also tackle neighbourhood disputes and I have a multitude of partners who will help me to help you to keep the peace. If I cannot help you then I can put you in contact in someone who can. Regards Sgt Colin Travi

8 New Business

8.1 Proposed clock on village hall. The committee unanimously thought this a good idea that could be funded from the New Homes bonus. The clerk said he had asked for a quotation together with a new light on the hall entrance as the entrance was too dark. The only light was an emergency one.

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8.2 Subsidised Bus service review Witney, Woodstock and Chipping Norton Areas. The clerk is to write and support the services when requested by OCC and also ask that an additional stop is made in Begbroke West near the Royal Sun.

8.3 Deposit of minutes and parish council documents at Oxfordshire History Centre. It was unanimously decided to deposit the records. The clerk is to make enquiries.

8.4 Missing bollards Woodstock Road East. Clerk reported that this is in hand and should be completed this month.

8.5 Village Hall car park. The committee were not impressed by the gates installed by Begbroke Play Group. Metal posts had been installed in the car park and reinstated with mortar. Bolt holes had also been drilled in the tarmac compromising it in the event of icy weather. The gates were unable to be opened fully and as a result about 5 spaces had been lost. The committee were also unhappy about the untidy look to the whole area including road barriers being placed at the side. The committee decided the clerk should write to BVHMC to complain and request the gates be removed.

9 Planning

9.1. Applications

9.1.1 13/00840/ADV Licensed trade Charity Internal Refurbishment of existing grade II listed Priory (St Philips Priory) and Chapel (Church of St Philip) - pending

9.1.2 13/01112/F Licensed trade Charity – conversion of existing garage/workshop into classrooms with single storey extension to rear. Pending

9.1.3 13/01057/F Licensed trade Charity – parking, play shelter CCTV and lighting

9.1.4 13/01165/LB Licensed trade Charity External works to include CCTV.

9.1.5 13/01216/F Mr R Brandon, 50 Begbroke Crescent. Demolition of existing conservatory and erection of single storey extension to form new kitchen dining room. No objections

9.2 Decisions:

9.2.1 13/00840/ADV Licensed Trade Charity; Flat sign on two poles; St Philips Priory Spring Hill Road Begbroke - awaited

9.3 Conditions of Planning

9.3.1 Oxford Motor Village. Their activities were discussed together with parking problems in service road. CDC may issue an enforcement notice. It appears that staff cars are being parked in such a way as to cause obstruction to junctions and the S3/224 bus services. It also appears that often more than 35 vehicles are for sale at any time. This appears to be a breach of the planning permission granted to Begbroke Car Sales in 2000 when it was increased from 5 vehicles.

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 Planning Application rota - Sep 1st Ellis; 2nd Beverly; Oct 1st David; 2nd Ellis

9.7.2 12/00371/F 12 Woodstock Road– permission for one bedroom flats and advertised as two. Currently awaiting reply from CDC

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

10.1 LVS Oxford – invitation to open days CR1195 was discussed. Several members had replied.

10.2 Request to tender for Grass Cutting PFS Landscapes CR1196. Clerk said he had had several speculative applications – including one from a former contractor. He said he had checked the ERDF National Procurement requirements and below £20k there had to be a sufficient degree of advertising; but not likely to affect internal market. VFM must be demonstrated by requesting or obtaining 3 quotes or prices but this need not be done through formal competition. The committee were very satisfied with the work of the current contractor Mr Pricket.

11 Financial Matters

11.1. Grant Information/ Grant Applications for discussion

11.1.1 Home Start – request for support. Whilst considered worthwhile, a grant was not awarded.

11.2 Balances and Liabilities and Income

R.M.R. 7-10-13³

11.2.1 Balance (Money) £9,014.26 Bank Accounts: Current £10,319.64 Reserve: £7,118.17
11.2.2 Liabilities £8,425.30 Transfer of funds required: £nil. Income £6314.75 (bus shelter settlement)

11.4 Expenditure

11.4.1 Grant to BVHMC for residents reception - £250 CN: 424
11.4.2 Applewood Garden Services - empty litter bins £16. CN: 425
11.4.3 Playsafety Ltd – annual play area inspection £85.20 CN: 426
11.4.4 XEL Projects Village hall work £7,281.41 CN: 427

Quotations/Tenders

11.5.1. None

11.6 Bank Matters

11.6.1 None

11.7 Other Financial Matters

11.7.1

12 Health and Safety Matters

12.1 Weekly playground inspections for clerk to be emailed by Cllr Davis and Cllr Ryder

12.2 Inspection rota: Sep - David; Oct -Ellis

12.3 The Annual inspection report from RoSPA Play Safety was considered. Two eyebolts are to be removed. Cllr Ryder also said the rubber tiles had shrunk and the edgings had broken at the roundabout. The clerk is to arrange for Mark Richardson to have a look.

13 Training

13.1 None

14 Freedom of information requests

14.1 None

15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1 Update on footpath amendments, anomalies and additions

15.2 Footpath problems. Cllr Ryder said he had fixed the stile on footpath 7

15.3 Annual footpath walk was arranged for 28th September at 9.0 am

16 Date of the Next Meeting:

16.1 7th October 2013



Signed Cllr Malcolm Ryder

Chairman Begbroke parish council 7th October 2013

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

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MINUTES

OF THE MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 7TH OCTOBER 2013 AT 6.30 PM

1 Present:

1.1 Cllr Malcolm Ryder(Chairman); Cllr Durrant Vice Chairman; Cllr Beverly Napier; Cllr David Wintersgill; Cllr Ellis Davies; Jeffrey Wright – Clerk;

1.2 Apologies: Cllr Carol Trevelyan; Cllr Mike Gibbard

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting held on September 2nd 2013 were confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1 None

4 Matters Arising from the Minutes

4.1 St Michaels Churchyard wall. The committee were unhappy with the reply from CDC saying they satisfied with the repairs. Clerk to write and record that the committee are not quoting from the CDC Begbroke Conservation Area Appraisal.

4.2 Locality fund applications – no update as Cllr Billington not present.

4.3 Use of New Homes Bonus from CDC – daffodil bulbs are on order.

4.4 There has been considerable improvement parking problems in the eastern service road since CDC decided to discuss issues Oxford Motor Village. However, vehicles are still parking near the junction with Begbroke lane. It was decided to delay any surveys to see how things turned out.

4.5 Litter bin - in Spring Hill. CDC Planning Officer says it is permitted development. It was decided to put at the top end of Spring Hill near the gate. Clerk is to obtain permission from OCC highways.

4.6 Suggestion to put a commemorative seat in Begbroke Lane. Clerk to advertise the idea in the Link and request donations.

4.7 LVS Oxford –invite to sit on BVHC. The clerk reported that several people had spoken to the head teacher and Liz Gaffer. They were very interested in becoming involved in the community

4.8 Graffiti on the play area litter bin –Clerk will have to arrange repainting as the graffiti has been scratched on.

4.9 Proposed clock on village hall. It was decided to source a battery operated clock as an alternative to mains electric. Clerk to organise. Clerk is to also obtain a quote for an entrance canopy light.

4.10 Missing pavement bollards Woodstock Road East - both completed.

5 A44 Pedestrian Crossing and Begbroke Science Park

5.1 Begbroke roundabout – the clerk said he had written to the County and District councillors regarding repairs not being carried out following accidents in 2012 and the recent fatality. He had also asked how they thought LVS Oxford activities would affect Begbroke.

5.2 Speed statistics northbound from roundabout. The clerk explained how the figures were presented. The discussion also concluded that even at 30mph, pedestrians or drivers crossing did not have much reaction time given the short visual distance between them. A report of a meeting on September 6th is shown below with the topics discussed.

Meeting points – Friday September 6th 2013 at 4.0pm. Issues raised with Mr Egawhary

Present: Peter Egawhary OCC, Cllr Ryder, Cllr Durrant, Cllr Wintersgill, Cllr Trevelyan, Jeffrey Wright - Clerk, Mary Cave – resident.

RMR
2-12-13¹

1. Parking in Begbroke lane opposite Begbroke Crescent junction
2. Parking in Woodstock Road East opposite junction with Begbroke Lane – by Oxford Motor Village staff/ Residents/Commuters?
3. Parking in Woodstock Road East by above groups opposite residents houses causing difficulties
4. Yellow lines not thought to be a solution and unfair to residents.
5. Resident parking only signs in Kidlington thought to be illegal.
6. Suggested painted “KEEP CLEAR” areas at junctions.
7. S3 and 224 Bus routes – inconsiderate parking causing difficulties for buses.
8. Parking on verges by vehicles for sale and Oxford Motor Village staff – unsightly and causes problems with grass cutting.
9. Possible solution -wooden bollards on verges – parish would have to pay.
10. Missing bollards x 2 in service road (Woodstock Road east)
11. Discussed ongoing planning issues with new flats
12. A substantial trip hazard from one missing bollard not picked up by routine inspections.
13. Suggested White line parallel to car sales kerb to direct traffic and avoid head on to vehicles turning from A44 to village.
14. Difficulty with pedestrians trying to cross the road and visibility issues with vegetation.
15. Saw a family attempting to cross A44 east to west and straining forward to see traffic.
16. Lack of tactiles on A44 crossing for partially sighted people.
17. The Diag. 515 Sharp deviation of route sign still not re-erected one month after a fatal accident.
18. Reflective bollards to east of roundabout still not replaced several months after two accidents. MK has informed clerk that PE is dealing with this. (letter 23/08/13) Cllr Ryder has also reported this to OCC.
19. PE advised clerk to contact: nigel.clark@oxfordshire.gov.uk and david.tole@oxfordshire.gov.uk
20. Regarding a traffic survey at parishes cost to establish who is parking and why.
21. PE advised clerk to contact Anthony.kirkwood@oxfordshire.gov.uk regarding traffic safety.

6 Reports from County and District Councillors

Cllr Maurice Billington's report is shown below. No other reports given.

6.1 PUBLIC SERVICES IN OXFORDSHIRE ARE CHANGING – HAVE YOUR SAY

Oxfordshire County Council has less money to spend and public services will have to change. That's the stark message behind 'Talking Oxfordshire' - a series of public events and online consultation where residents can have their say about service changes and ways to save money. As part of the Government's programme to reduce public spending, the County Council has seen significant reductions in its funding. The County Council has to find another £60m worth of savings over the next four years before setting its budget in February 2014. Five public meetings will be held across the county during mid-October with leading councillors and officers to explain the Council's financial position, answer questions and hear the views of residents.

The County Council is listening

Councillor Ian Hudspeth, the leader of Oxfordshire County Council, said: "It is important that we hear from residents about the services they value most and which ones they could live without. We want to hear ideas about how people and communities can get what they need without relying on public services. We also want to talk about charging for services or raising income in other ways."

"We want to make changes as fairly as possible while protecting services for the most vulnerable people. To do that properly, we need to hear first-hand from people in Oxfordshire. We want people to have an influence on how we manage these very difficult changes."

Difficult decisions

Councillor Hudspeth added: "Having to make cuts is nothing new to local councils. Since 2010, at Oxfordshire County Council, we have worked hard to save £127m. We have reduced costs by becoming more efficient and cutting bureaucracy. For instance we have nearly halved the number of senior managers - so the council is much leaner."

"Now we have to reduce costs further than we had already planned for the next four years. After years of reducing budgets, finding further savings will be immensely difficult. We will continue to wish to reduce our 'back office' costs, by vacating under-used offices and possibly contracting private companies to provide services where it is cheaper to do so.

"We can't make changes on the scale that will be needed without some services that are valued by residents changing, or even stopping altogether - and we know all too well that this will be unpopular and that there will be real dilemmas. "These are difficult conversations but Oxfordshire people know what matters most to them and their communities, and we need to hear from them before making decisions."

What services does the county council provide?

Oxfordshire County Council provides around 80 per cent of local government services in Oxfordshire. Apart from schools which are directly funded by Government, the largest areas of spend are social services for adults and children. The council also provides highways and transport services, libraries, services for children and families, trading standards, waste disposal, the Countryside Service.

How is the council funded and how much will it have to save?

Over half (57%) of the funding for Oxfordshire County Council comes from central Government grant. These grants are forecast to be cut significantly from 2014 to 2018. With restrictions on how much councils are allowed to raise council tax, it is thought Oxfordshire County Council could have to save £61m on top of the £74m it had already planned to save up to 2018.

READY FOR WINTER

We have enjoyed the best summer since 2006 but the weather is changing with a noticeable drop in the temperature. The County council has been planning the winter maintenance program throughout the summer to be ready for the frosts that will occur. All grit bins should be full by the end of October please contact us if any in your area have not been filled. We work with Town & Parish councils so that they have plans in place to assist clearing the snow during the bad weather. There will be a series of road shows during October to explain what is available. If you require further information then please contact Paul Wilson the Adverse Weather Manager.

FUNDING OPPORTUNITIES

There are a number of funds available to local organisations in the Division.

- **Councillors Community Budgets**

We have continued to fund these popular local funds to support local organisations. If you know of any organisations that might be interested, please contact me or seek further information at <http://www.oxfordshire.gov.uk/cms/content/councillor-community-budgets>

- **Area Stewardship Funding**

I will next meet with the Bicester & Kidlington Councillors in my locality on 2nd July where we will consider potential projects. I am always happy to receive requests.

- **Chillout Fund**

We have continued a £100,000 fund to support projects for children and young people. More at <http://www.oxfordshire.gov.uk/cms/content/chill-out-fund-youth-activities-and-projects>

7 Council Representatives. (Two representatives if possible)

7.1 BVHMC Report (Ellis Davies) He reported that the Cheese and Wine reception to show hall improvements was well attended and considered a success. He was asked by the committee to request another similar function nearer the festive season. It was noted that the outside kitchen drain was blocked and was flooding the car park with foul water. A children's table had been placed over it.

7.12 Village Hall car park – reply from BVHMC to the clerks letter complaining about the wooden fence across several parking bays, considered that there was evidence of drug dealing beyond the security lights and seemed to have stopped since the fence was erected. The committee did not consider this really plausible as the centre part was open. In any event, it was more private at the back of the hall. A clearance of vegetation is to take place at the side and it was suggested to have a meeting to discuss a cost effective solution. The committee, whilst inspecting the areas at the side of the hall also noted what appeared to be rubbish in the Play Group play area and those children's chairs were wet and covered in leaves. They also thought some of the equipment looked very old.

RMR
2-12-13

7.2 London Oxford Airport Consultative Meeting. (Jill Durrant) No report. However it was noted the reduction of flights.

7.2.1 Aircraft noise amelioration scheme was shown to the committee but Cllr Durrant said it was just a recommendation.

7.3 NAG Group – (David Wintersgill) Cllr Wintersgill reported that that he had been trying to get the mobile traffic enforcement van to be sited at two locations ‘Begbroke – near Begbroke Hill south bound and near the white gates north bound .Despite telephone conversations, he had not managed to contact the person responsible for organisation.

8 New Business

8.5. Willow Way repairs – should have been completed by September – OCC still obtaining prices “they were aiming to get it priced ‘soonest’, so is moving along the system” [sic] is the current response. The committee thought this unsatisfactory especially considering that the matter had been discussed for several years and a commitment to repairs had been made at the beginning of the year.

9 Planning

9.1. Applications

9.1.1 13/01321/TPO Licensed charity Fell 3 Horse chestnut Trees, fell 1 No Sycamore and other tree work. Spring Hill Begbroke. The committee said there were a rookery and two pairs of owls in the trees. They were also probably a source of food for bats that live in the Old Rectory. The committee considered the report and recommendations by Bartlett Consulting but were not convinced by the findings. The clerk is to arrange a meeting with Mr Brewin Arboricultural Officer (South) CDC

9.2 Decisions:

9.2.1 13/00840/ADV Licensed Trade Charity; Flat sign on two poles; St Philips Priory Spring Hill Begbroke – consent.

9.2.2 62 Fernhill Road Two storey extension – consent.

9.2.3 13/01050/F Licensed trade Charity. Internal refurbishment of existing Grade II listed priory Chapel – consent.

9.3 Conditions of Planning

9.3.1 Oxford Motor Village. Clerk reported that CDC may issue an enforcement notice. There appears breach of planning control at the car sales site, and CDC accepts that action is necessary. There is no planning permission for Van Sales, MOT and servicing work as well as sales on the verge.

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 Planning Application rota – Oct David; 2nd Ellis Nov 1st Malcolm; 2nd David

9.7.2 12/00371/F 12 Woodstock Road– permission for one bedroom flats and advertised as two – CDC responded to say that all issues were now resolved and the remaining flats were advertised as one bedroom. However, it was an earlier advertisement that said two bedrooms and this is no longer available on line.

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

10.1 OALC Update

10.2 Sobell House is looking for volunteers for the bereavement service.

10.3 Clerks letter to J W Hall regarding excess on insurance policy for bus stop replacement

10.4 Letter from residents supporting 224 buses. (CR1204) (Sent to OCC)

10.5 School admission timetable poster and information.

10.6 OCC Talking Oxfordshire – saving money and income generation.

10.7 OPFA AGM 17th October

11 Financial Matters

11.1. Grant Information/ Grant Applications for discussion

11.1.1 None

11.2 Balances and Liabilities and Income

11.2.1 Balance (Money) £19,762.22 Bank Accounts: Current £2,108.91 Reserve: £19,827.09

11.2.2 Liabilities £1,633.76

Transfer of funds required: £1000.00 Income £12,808.92 precept; £100 excess for bus stop.

11.4 Expenditure

11.4.1 OPFA Membership £40 CN: 428

11.4.2 Applewood garden Services – bin emptying £16.00 CN: 429

11.4.3 Jeffrey Wright Clerks salary Oct – Dec inc. £1146.96 CN:430

11.4.4 Dovey Accountancy Services – payroll £216.00 CN:431

11.4.5 HMR&C PAYE/Ni Liability £214.80 CN: 432

11.4.6 NR Pricket Inv: 164 Grass cutting £427.20 CN:433

Quotations/Tenders

11.5.1. None

11.6 Bank Matters

11.6.1 None

11.7 Other Financial Matters

11.7.1 None

12 Health and Safety Matters

12.1 Weekly playground inspections for clerk were handed over by Cllr Wintersgill for September. No significant issues reported.

12.2 Inspection rota: Oct – Ellis; Nov - Beverly

13 Training

13.1 playground inspection training in conjunction with RoSPA is available Saturday 2nd November Thame, 9.30 – 1.00pm – cost £25.00. No candidates.

14 Freedom of information requests

14.1 None

15 Footpaths, Bridleways and Restricted Byway (RUPP)

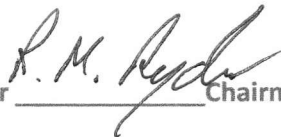
15.1 Update on footpath amendments, anomalies and additions

15.2 Annual footpath walk was well attended with about 17 people present. The walkers met at The Royal Sun and covered footpaths 10, 9 BR1, 2, 3, 4 & 5. Obstacles such as loose wire fencing, electric fences and poor stiles were noted. There was a bull in a field with some cows. It was not known if the bull was a beef or dairy breed. Notices had been placed on entrances but walkers were unsure about compliance. Some walkers returned to the Royal Sun afterwards for lunch.

16 Date of the Next Meeting:

16.1 11th November 2013 (Cancelled as insufficient members present)

Signed Cllr Malcolm Ryder



Chairman Begbroke parish council 2nd December 2013

Begbroke Parish Council

Clerk to the Council: Jeffrey Wright

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MINUTES

OF THE MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 2ND DECEMBER 2013 AT 6.30 PM

The meeting arranged for 4th November was cancelled due to lack of attendees.

1 Present:

1.1 Cllr Malcolm Ryder(Chairman); Cllr Durrant Vice Chairman; Cllr Beverly Napier; Cllr David Wintersgill; Cllr Ellis Davies; Jeffrey Wright – Clerk;

1.2 **Apologies:** Cllr Carol Trevelyan; Cllr Mike Gibbard (had hoped to arrive but meeting finished earlier than expected.

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting held on 7th October 2013 were confirmed as a true record.

3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1 None declared

4 Matters Arising from the Minutes

4.1 Locality fund applications update. Cllr Billington not in attendance so not discussed.

4.2 Proposed clock on village hall – John Webster said he had located a suitable battery clock with temperature and humidity indicators at Yarnton Nurseries. Clerk to discuss with him.

4.3 Use of New Homes Bonus from CDC. Clerk reported that daffodil bulbs had been planted in Begbroke Lane

4.4. Parking problems in service road – these had reduced and Oxford Motor Village had taken appropriate action with requesting staff to park on site. Item to be removed from agendas but situation monitored

4.5 Litter bin - in Spring Hill. OCC have agreed position. Clerk to arrange installation with Baylee Construction.

4.6 Suggestion to put a commemorative seat in Begbroke Lane published in The Link – no responses. Clerk to resubmit article to the January Link.

4.7 Willow Way repairs – now told the finance is now unavailable. Clerk is to write to OCC again and complain.

4.8 Graffiti on the play area litter bin and roundabout tile edging. Clerk said Baylee Construction had purchased some wood to make a new outer frame for the tiles. The bin is in hand with him as well.

4.9 Church Wall – formal complaint to CDC. Mr Duxbury, Chief Planning Officer is taking a personal interest in the matter. No further reply by date of meeting.

5 A44 and Begbroke Science Park

5.1 Begbroke roundabout - another 3 accidents have occurred - one through the unrepaired roundabout sign. Another collision had left debris on verges and in the road – some quite heavy. The crash barrier had also been hit but had not been repaired. A new Diag. 515 sign has been erected on the northbound roundabout exit to replace the reflective bollards.

6 Reports from County and District Councillors

6.1 No reports submitted.

7 Council Representatives. (Two representatives if possible)

7.1 BVHMC Report (Ellis Davies) Ellis reported the Cheese and Wine party had been a success, a Jazz night was being considered, and apparently a gate to the side of the building where the play area is, has been opened at night.

7.2 London Oxford Airport Consultative Meeting. (Jill Durrant) No report but jet flights appear to be successful. The clerk suggested that with the recent helicopter accident in Glasgow, the airport should be approached to request flights are not made over the village.

7.3 NAG Group – (David Wintersgill) David reported that he had been in contact with the mobile speed vans and requested they consider some Begbroke locations.

8 New Business

8.1 Village Hall drainage problems. The committee agreed to assist with £255 grant to cover the expenses for drain clearance. (Pressure jetting to remove debris.

8.2 A letter from Mr Eugene Ford Director of Oxford Motor Village - regarding efforts to reduce parking problems and other issues was read out. An agreed response was to be sent by the clerk.

8.3 Begbroke parish council domain has been obtained. The website is under construction

8.4 Subsidised bus survey. The clerk reported that over 80 people had signed the parish councils document of support of local buses consultation with OCC. Yarnton parish council had requested they submit the same survey on their behalf.

8.5 Accession 6220 – parish records, mainly minute books from 1894 onwards and account books are now deposited at Oxfordshire History centre. Catalogue reference PC27/A1

8.6 Report of the Parish Remuneration Panel – members decided not to be paid allowances but would accept necessary travel expenses on parish council business.

9 Planning

9.1. Applications

9.1.1 13/01586/F Mr Paul McMackin - 1-3 Fernhill Court. Conversion of 4 garages to 1 new one bedroom flat at ground level. Resubmission of previous application with a new access from Fernhill Road. The committee are concerned about parking problems if residents did not use the forecourt as proposed and waste bins on the highway have been an issue in the past. An issue has just been resolved with Oxford Motor Village and vehicle parking. The proposal has an exit on to Fernhill Road. This is a difficult area with a bend just before the proposed access/egress. Shunting of vehicles may be an issue. Vehicles parking in Fernhill at present are causing difficulties. (Possibly people "Park and Riding". The committee wondered why the electricity pole and stanchion were not shown on the application drawings when they would require moving. There is a reference to the existing lay by for parking.

9.1.2 13/01607/OUT Yarnton Nurseries LLP Outline - alterations to existing nursery and garden centre and development of 12 new dwellings including access.

The proposed development is in green belt. The District Council insisted on the University providing a new road to take the traffic to and from the Science Park. This road onto Sandy Lane is expected to accept traffic to and from the Nurseries for both goods and customers AND traffic from 12 new dwellings. At the present time residents who live opposite the nurseries in Sandy Lane complain of deliveries to the Nurseries at 5.30am. We suspect that if approved, further applications to extend development will be submitted. Previous responses to be submitted as well.

9.2 Decisions:

9.2.1. 13/01112/F Licensed trade Charity – conversion of existing garage/workshop into classrooms with single storey extension to rear. Consent.

9.2.2 13/01216/F Mr R Brandon - demolition of existing conservatory and erection of single storey extension to form new kitchen dining room. Consent.

9.2.3 13/001165/LB Licensed trade Charity – proposed external works within ground to include proposed CCTV cameras attached to the building – consent.

9.2.4 13/01057/F Licensed trade Charity – proposed external works within ground to include additional parking and external play shelter. CCTV provision and external lighting around the building - consent

9.2.5 13/01321/TPO Licensed charity Fell 3 Horse chestnut Trees, fell 1 No Sycamore and other tree work. Spring Hill Begbroke – consent. Clerk to write to RSPB regarding the preservation of nesting site for the Barn Owls and the Rookery

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 Planning Application rota –Dec 1st Jill; 2nd Malcolm

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

10.1 Supply of Register of Electors by CDC requested by clerk.

11 Financial Matters

11.1. Grant Information/ Grant Applications for discussion

11.1.1 Begbroke Coffee Morning £250 request for a grant (CR1209) unanimously agreed.

11.1.2 Oxfordshire Association for the Blind (CR1212) Grant Request. Unanimously agreed to give £100

11.2 Balances and Liabilities and Income

11.2.1 Balance (Money) £17,477.00 Bank Accounts: Current £1,686.95 Reserve: £18,828.57

11.2.2 Liabilities £254.80

Transfer of funds required: £0.00 Income £0.00

11.4 Expenditure

11.4.1 Applewood Garden Services Emptying bins/planting daffodils £189.00 CN: 434

11.4.2 NR Pricket – Grass cutting Inv 169 £427.20 CN: 435

11.4.3 NR Pricket – Grass cutting Inv 156 £427.20 CN: 438

11.4.4 SLCC Annual Membership £101.00 CN: 439

11.4.5 Applewood Garden Services Emptying bins inv 2663 £16.00 CN: 434

11.4.6 Applewood Garden Services Hedge cutting and various tasks inv 2793 £281.50 CN: 434

Quotations/Tenders

11.5.1. Wrist Electrical – external hall entrance canopy light £276 ex vat. Clock point £85.00 ex vat. Unanimously accepted. Clerk to organise.

11.5.2

11.6 Bank Matters

11.6.1 None

11.7 Other Financial Matters

11.7.1 None

All the above financial matters were unanimously agreed by the committee.

12 Health and Safety Matters

12.1 Weekly playground inspections for clerk. None

12.2 Inspection rota: Dec Carol; Jan –Ellis. Ellis to cover Carol as she is unwell.

13 Training

13.1

14 Freedom of information requests

14.1 None

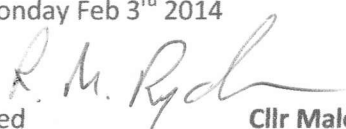
15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1 Update on footpath amendments, anomalies and additions

16 Date of the Next Meeting:

16.1 Monday Feb 3rd 2014

Signed



CLlr Malcolm Ryder Chairman Begbroke Parish Council 3rd February 2014

