

Begbroke Parish Council

Website: <https://www.begbrokepc.org.uk>

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MINUTES

OF THE MEETING OF BEGBROKE PARISH COUNCIL HELD IN BEGBROKE VILLAGE HALL ON MONDAY 8th APRIL 2019 AT 6.30 PM

1 Present:

1.1 Cllr Malcolm Ryder (Chair; Cllr David Wintersgill (Vice Chair); Cllr Lindsay Gregory; Cllr Beverly Napier; Cllr Leslie Allen; Jeffrey Wright - Clerk;

Apologies:

1.2 Cllr Davies, Cllr Simpson

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting Monday 4th March 2019 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. No smoking signs now installed at bus shelters.

4.2 Other matters arising

5 A44 and Begbroke Science Park

5.1 Speed detection sign progress. Signs installed but deemed too small by OCC. It was unanimously agreed to replace with 750mm VAS signs in agreement with OCC and TWM Traffic Systems who will remove and replace them for £2,157 plus vat. In the interim, the signs have been covered.

6 Reports from County/District Councillors/Other contributors

6.1 County Councillor

6.2 Cherwell District Councillor

6.3 Other contributors

No reports as none of the above were present.

7 Council Representatives. (Two representatives if possible)

7.1 BVHMC Report - Cllr Davies reported: a) The pool table will be kept with special tool for moving it so as not to damage the floor surface.

b) BVHC have drawn up a draft agreement between the Playgroup and BVHC.

c) Community Orchard are erecting a display board and planning to sow wild flowers.

d) High wire fence. It appears that this may need to be taken down due to Health and Safety issues which could cause reoccurring costs for annual safety inspections and additional insurance costs.

7.2 Village Hall projects for 2019-20 were discussed. A list of projects was shown and included sanding the floor, a new roller shutter to bar, redecoration, and replacement splashbacks in kitchen. Costs estimated around £5,100. It was agreed to fund the floor sanding and shutter for now.

7.3 London Oxford Airport Consultative Meeting – no meeting. The telephone number for complaints is: 01865 290664

New Business

8.1 Additional dog waste bin Begbroke Lane/Sandhill has been installed and the other relocated to provide better access to new gate.

8.2 Ballast bases have been provided to new gates at Rowell and Begbroke Lane.

8.3 Car sales activities - parking and lay by usage was discussed. It was decided to write to the operators and express the committee's concerns.

8.4 Maintenance and planting of bus stop displays – it was unanimously decided to ask Michele Murchan gardensoxford was asked to provide this service subject to satisfactory public liability insurance. Clerk to organise. The committee thanked Cllr Wintersgill for all his

efforts in producing and maintaining the wonderful displays at the bus stops in the past which had been appreciated by the public.

9 Planning

9.1 18/01694/F Ms Tina Mohindra - new detached garage, entrance gate and refuse store in front garden. Maple Tree 38 Woodstock Rd Begbroke – consent subject to rendering garage and store in grey to match existing boundary wall – monitor enforcement by CDC. Has intimated to CDC the work will be carried out at the same time as some remedial works to the main house and this should be completed by the end of summer. It was noted that it may be impossible to render one wall due to access.

9.2 Cherwell Local Plan Examination Hearings February 2019 – nothing to update committee.

9.3 19/00551/F Mrs Andrea Johnson Tralee House 18 Woodstock Rd East Begbroke Replacement of single storey Conservatory at rear of property. No objections.

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

10.1 See 11.1.1 and 11.5.1

11 Financial Matters

11.1. Grant Information/Grant Applications/receipts

11.1.1. Woodstock Youth Club - clerk had replied to say committee declined a grant.

11.1.2 Begbroke Community Orchard – grant request was considered. They were not totally in support of the idea especially the cost and that there was only one quotation supplied. An image would have been helpful. They also considered that this lectern and its artwork was too permanent and perhaps a notice board which could be regularly updated may be an alternative -perhaps with drawings from the Play Group? They were not sure where it would be placed. Clerk to respond and ask if they had considered donations from the Woodland Trust or sponsors of the trees? The committee said they would welcome and consider a revised application at a future meeting.

11.2 Balances and Liabilities and Income

11.2.1 Balance £8,097 (Money) Bank Statements : Current £9,390 Reserve £1,902

11.2.2 Liabilities £5k approx. Transfer of funds: £0.00; Income Bank interest £0.3 Grant OCC £5,800

11.3 Expenditure

11.3.1 Dog bin emptying CDC Invoice 7009755 £ 96.10 CN:770

11.3.2 Dog Bin – Glasdon £247.88 CN:771

11.3.3 Jeffrey Wright – clerks refundable expenses – software & signs £86.37 CN 772

11.3.4 Zurich Municipal Parish council Insurance £1,200.42.35 CN: 773

11.3.5 NR Prickett – Grass cutting £234.00 CN:774

11.3.6 HMRC PAYE/Ni Liability to 22nd April £327.32 CN: 776

11.3.7 Baylee Construction – Play area repairs and Village work £1025.00 CN: 776

11.3.8 Oxford Green Belt Network Annual Subscription £15 CN: 777

11.3.9 TWM Traffic Signals – additional payment for 750mm VAR signs. £2157 CN: 778

The committee unanimously agreed the above financial transactions.

11.4 Quotations/Tenders

11.4.1 Annual parish council insurance – Zurich £1,200 was agreed

11.5 Bank Matters

11.5.1 Unpaid cheque letters due to OCC grant not being paid on time £40 charges.

11.6 Other Financial Matters

11.6.1 The committee unanimously agreed the Annual Governance Statement (Section 1)

11.6.2 The committee unanimously agreed accounting Statements (Section 2)

11.6.3 The committee unanimously agreed information to be submitted with Part 3 AGAR

11.6.4 The committee unanimously agreed the report of the internal auditor Mr Caughey.

11.6.5 Report of The Parish Remuneration Panel – was considered and the councillors decided not to accept payment, just travel or meal expenses when they may occur.

12 Health and Safety Matters

12.1 Received five playground inspection reports from Cllr Davis.

12.2 Swing brackets – completed by Fenland Leisure Products Ltd –completed job was signed off and form to be returned to supplier.

12.3 Play area repairs progress by Baylee Construction. – wooden edgings on climbing frame replaced with concrete, seats and frame re-painted. Clerk has asked him to replace pigeon spikes on swing top bar. Village seats and planters had also been painted with Sadolin protection.

13 Training

13.1 Training requests.

14 Freedom of information requests/receipts

14.1 None

15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1 Footpath amendments, anomalies and additions.

15.2. Footpath issues – the clerk notified the committee about previous issues – fallen trees and ruts in Dalton Lane which OCC will deal with in due course. Countryside services are at present short staffed. A tree in Begbroke Lane was reported unsafe. Clerk to report to OCC.

15.2.1 University project to improve footpath access from Begbroke Lane and Rowel Drive – completed – however one gate unit built in Begbroke Lane and not on University land.

16 Website

16.1 Website was reviewed and there were over 1227 visits with 896 unique visitors since January 2019.

17 Proposed dates of the Next Meeting (s):

17.1 2019 – May 7th – Annual Council Meeting & Annual Parish Meeting

8th April

7th May

3rd June

1st July

5th August

2nd September

7th October

4th November

2nd December

Signed Chairman/Vice Chairman

May 7th 2019