

BEGBROKE PARISH COUNCIL

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 7th Day of JUNE 2005.

1. Present:

Mrs L. Dresden, Dr Jill Durrant, Mrs C. Trevellyan, Mrs S Dawson,

Apologies:

Mr J. Roff Mr M. Gibbard, District Councillor

Appointment of Vice Chairman.

Mrs Trevellyan proposed and Mrs Dawson seconded Dr Durrant as Vice Chairman. Dr Durrant accepted the position.

2. Read and Confirm Minutes of the last meeting.

2.1. The minutes of the meeting held on Tuesday 3rd May were read and confirmed as a true record and signed by the Chairman Mrs Dresden.

3. Matters Arising from the Minutes:

- 3.1. **Playground.** The Clerk and Chairman met Cotswold Playgrounds on site to discuss the re-seeding of the area where the Roll the Barrel was removed and agreed that the retention should now be paid. The Council agreed to pay the retention. The Clerk confirmed that the roundabout has been ordered and is waiting a start date. The Council discussed the garden planted in memory of Mr & Mrs Rogers in the corner of the play area, which is very overgrown. It was agreed to ask Bryan Knott to tidy up the area as necessary. Mrs Dresden confirmed that Bryan Knott would also repair the damaged seat in the play area.
- 3.2. **New Parish Councillor:** Mrs Dawson returned the Register of Interests form duly completed.
- 3.3. **Road Issues.** The Council asked the Clerk to chase up the meeting with the Highway's Dept to discuss the speed limit and pedestrian crossing. The Clerk will write again with further copies to Mike Gibbard & Maureen Hastings.
- 3.4. **Footpaths.** The Clerk reported that she had received a telephone call from Mr Peter Finbow a resident in the village who reported that Begbroke Lane through to Kidlington is almost impassable. The Council agreed that the Clerk should contact the Highways Officer and request that the footpath be cleared.
- 3.5. **Bus Shelter Repairs.** It was agreed that the Clerk should ask Brian Knott to remove the damaged guttering.
- 3.6. **Serg. Larry Jordan – teenage facilities.** The Council agreed to invite Mrs Helen Morgan to the September meeting to discuss holding an open meeting.
- 3.7. **Damage to Trees on A44.** Clerk to chase Nicholson Nurseries on their findings after site visit.
- 3.8. **Best Kept Village Competition.** On hold to be discussed with Mrs Wilkinson.

HW

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- 3.9. Review of subsidised bus service (7.17 from last month) It was agreed to respond requesting that the services operating through Begbroke should continue with no cutbacks.
- 3.10. Clerks Salary. The Clerk reported that she had worked out her salary on the wrong scale and the monthly salary should be £322.92 and therefore she was under paid by £8.15 last month. The Council agreed this should be paid.

Report by County & District Councillors:

Mr Gibbard sent a written report which was read out to the Council.

5. Planning:

- Applications:**
05/00845/F: Begbroke Business & Science Park, erection of two-storey building to provide advanced processing laboratory.
05/00865/F. The Old Rectory, St. Michael's Lane, erection of new detached garage.
Decisions. None received.
- Conditions of Planning:**
04/00720/F – Conversion of Coach House into 5 dwellings – (Items 7-10) Mrs Dresden and Clerk will have another look at this.

6. Council Representatives:

- 6.1. A 44. No report
6.2. BVHMC. No report.

7. Correspondence:

- 7.1. BVHMC – 5-year business plan. The Council discussed this at some length and agreed that they would like to see some estimates for some of the proposed work and that they would particularly like to see improvements to the kitchen, car park and disabled toilets. The council felt the plan was more of a wish list and felt that they needed to discuss the plan further with the VHMC and agreed that Mr Webster the Treasurer and Mr Perkin the Chairman should be invited to the next meeting.
- 7.2. HSBC – Safekeeping items. Clerk to find out what the Parish Council has in the bank for safekeeping, she was not aware of anything being kept.
- 7.3. The North Oxfordshire PCT Partnership. Minutes. Circulated.
- 7.4. OCC. South East Plan. Invitation to Service and Tea Party at Christ Church Cathedral to mark 60th Anniversary of end of WW2. Mrs Dresden to attend.
- 7.5. Alteration to Register of Electors. Noted.
- 7.6. Thames Valley Police – Community Officer of the Year Award. Noted.
- 7.7. Begbroke WI. Thank you for donation. Noted.
- 7.8. CDC. Legal Services for Town & Parish Councils. Head of Legal Services change. Noted.
- 7.9. OCC. Oxfordshire Structure Plan 2016. Proposed modifications. Deadline 17th June 2005. Circulated to be returned with comments.
- 7.10. Patient & Public Involvement in Health Forum, public meeting 31st May 05 7-8.30pm. Noted.
- 7.11. CDC. Street Nameplates in Villages. Clerk to get plans.
- 7.12. Oxford Green Belt Network – Annual Subscription £15.00 the Council unanimously agreed to pay subscription.
- 7.13. OCC. Grass cutting grant. Noted.
- 7.14. Oxford Airport Consultative Committee. Agenda 25th May 2005. John Roff and Sarah Dawson to attend.
- 7.15. The Priority. Commemoration Day 28th June 05 11am. Noted.

- 7.16. OCC. Preferred method of payment. Clerk to give details.
- 7.18. South East England Regional Assembly – acknowledgement card. CDC.
- 7.19. Parish Seminar – 22 June 05 Noted.
- 7.20. Grass Cutting Grant. Noted.
- 7.21. BVHMC – invoice for hire of hall £15.00. The Council unanimously agreed to pay the invoice.
- 7.21. CDC. St Michael's Lane. This was read out and noted.
- 7.22. Kompan play equipment information. Noted.
- 7.23. OCC – Home2School newsletter. Circulated.
- 7.24. OCC – Review of financially supported bus service. Clerk to respond.
- 7.25. Dr Jill Durrant – draft letter regarding University's response to SEP. Circulated.
- 7.26. Age Concern – posters. On notice board.
- 7.27. Shaw & Sons Ltd – information. Noted.
- 7.28. HLB AV Audit. Change of business name. Noted.
- 7.29. OCC. Roadside timetable displays. Noted.
- 7.30. HSBC – safe keeping enquiry. Clerk to check into this.
- 7.31. Mike Gibbard. Apologies / report. See item 4.
- 7.32. OCC. Minerals & Waste Development Framework. Circulated.
- 7.33. ORCC. News magazine/membership review £20.00 to be discussed next month.
- 7.34. CDC. Grant forms. Noted.

8 Financial Matters:

Balances as at the 25th May 2005

Current Account: £ 8,545.75 less o/s cheque £1071.07 = 7,474.68

Deposit Account: £11,658.53

Transfer Required: £ 5000 to deposit account.

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary May)

331.07

BVHMC (hall rent)

15.00 ✓

Cotswold Playgrounds

364.03 ✓

Oxford Green Belt Network – annual sub

15.00 ✓

9. Any Other Business:

- 9.1 Advertising Board on corner of Fernihill Road and the Service Road. The Council noted that an advertising board had been fixed to the fence of the flats, Clerk to check if planning permission is required for fixing such signs.
- 9.2 Link Report. New Councillor, Bus routes, trim back hedges.
- 9.3 Drains in Begbroke Crescent. Mrs Trevelyan reported that some residents in Begbroke Lane had had problems with their drains and it would appear that the drains had not been adopted and therefore residents had to pay for them to be cleared. The Council knew nothing of this and did not realise the drains were not adopted.

10. Date of Next Meeting:

Tuesday 5th July 2005

Tuesday 2nd August 2005

Signed

[Signature]

Dated

5/7/05

BEGBROKE PARISH COUNCIL

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 5th Day of JULY 2005.

1. Present:

Mrs L. Dresden, Dr Jill Durrant, Mrs C. Trevelyan, Mrs S Dawson, Mrs L Wilkinson, Mrs M. Hastings District & County Councillor, Mr M Gibbard District Councillor, Mr J. Webster and Mr B. Perkin from BVHMC, Mr Gordon Lloyd and 2 other members of the public.

Apologies:

Mr J. Roff, Mr M. Billington District Councillor

2. Read and Confirm Minutes of the last meeting.

2.1. The minutes of the meeting held on Tuesday 7th June 2005 were read and confirmed as a true record and signed by the Chairman Mrs Dresden.

3. Matters Arising from the Minutes:

- 3.1. **BVHMC – 5 Year Business Plan.** The Parish Council asked Mr Webster and Mr Perkin to expand on the priorities listed under the business plan as they felt the plan was more of a wish list than an actual plan. Mr Perkin agreed with this comment. After some discussion it was felt that the car park surface, refurbishment of the kitchen, complete redecoration of the hall and the installation of a disabled toilet were the most urgent items. The refurbishment of the kitchen was further discussed and it was agreed that the VHMC would arrange to get 3 separate quotations for this and the Council felt it might be possible to allocate approximately £5,000 to this project. It was recommended that the VHMC contact the Health & Safety Dept of Cherwell District Council to discuss if any special requirements are necessary when planning a kitchen to be used in a public building.
- 3.2. **Playground.** Mrs Dresden carried out the weekly inspections and confirmed that the roundabout was now finished. The eventual siting of this was agreed between Mr Perkin (VHMC) the Clerk and the representative of Wickstead Leisure during a meeting before the installation. Mr Knott confirmed he will carry out the necessary pruning and tidying of the shrubbery shortly.
- 3.3. **Road Issues.** Items 7.18 and 7.23 were read out and a date of Monday 1st July at 4pm was agreed to meet Paul Wilson from the Highways Dept. Clerk to confirm this with Mr Wilson. Mrs Hastings and Mr Gibbard agreed to attend the meeting in support of the Parish Council. The Clerk reported that she had spoken to Mr Wiffin from the grass cutting dept of the County Council, who confirmed they would be starting cutting the A44 next week as soon as the A34 was complete, and he confirmed they hoped to be able to carry out grass cutting 2 or possibly 3 times next year. Mrs Hastings and the Clerk had previously discussed the possibility of Yarnon Parish Council and Begbroke sharing alternate cuts of the length between the two parishes, this was put to Mr Gibbard who is also Chairman of Yarnon PC and this is something that can be discussed in the future.

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6.2

6.2. BVHMC. No. report.

6.1. A 44. No report

6. Council Representatives:

completed.

Clerk to check that conditions need not be met until Manor House Conversion 04/00720/F – Conversion of Coach House into 5 dwellings – (Items 7-10)

Conditions of Planning:

05/00755/F Orchard House, renewal of consent for light units. Granted.

Decision.

builders yard.

Certificate of Lawfulness existing to allow continuous use of land as a general 05/01042/CLU, Part OS Parcel 4924 to the rear of 30-40 Woodstock Road East, detached houses.

45 Fernhill Road, demolition of existing detached bungalow building of pair of semi

Applications:

Applications:

5. Planning:

will be sitting on.

Mrs Hastings reported on the elections giving details of staffing levels to ensure that the campaign was carried out efficiently. She also gave details of the committee she

Report by County & District Councilors:

sent back to Cherwell District Council once done.

area they have agreed to survey. These will be collated by the Clerk and

3.11. Street Name Plates updating. The Councilors were given a map of the procedure to follow should such an incident occur in the future. Thames Water to find out which drains are adopted and what is the correct many drains within Begbroke are adopted and the Council agreed to write to month. It would appear that the drains are undersized. It is not known how summary of the drainage problems which occurred in Begbroke Crescent last

3.10. Drainage Problems in Begbroke Crescent. Mr Gordon gave a brief cost of £48.90 ex VAT. The Council agreed she could do this.

Book and requested permission to purchase a new book from Shaws at a Clerk reported that she is coming to the end of her Receipts & Payments

3.9. Annual Audit. Clerk will liaise with Mr Caughey, the internal auditor to ensure he has the necessary papers to carry out his audit as soon as possible. The

3.8. ORCC Membership. It was unanimously agreed to pay the membership renewal fee of £20.00

next years competition. article in the next Link asking if anyone would like to set up a committee for

3.7. Best Kept Village Competition. Mrs Wilkinson reported that she did not have the time to commit to this and it was agreed that the Clerk should put an

sum of £300 ex VAT and the quotation for spot spraying the trees for £150.00 ex VAT.

3.6. Damage to Trees on A44. Item 7.26 was read out and it was unanimously agreed to accept the quotation for replacing 13 of the trees in October for the

3.5. Serg. Larry Jordan – teenage facilities. The Council agreed to invite Mrs Morgan to the next meeting to discuss teenage facilities.

last month and she will chase this up reported this to the Footpaths Officer after a telephone call from a resident

3.4. Footpaths. Item 7.2 was read out and the Clerk confirmed she had already reported this to the Footpaths Officer after a telephone call from a resident

9. Any Other Business:

8 Financial Matters:
 Balances as at the 25th June 2005
 Current Account
 Deposit Account
 Transfer Required: £
 The following accounts are presented for payment:
 Mrs H Hastings (Clerks Salary June) 322.92 ✓
 Mrs H Hastings (Clerks expenses) 106.46 ✓
 ORCC (annual subscription 3.11) 20.00 ✓

- 7. Correspondence:**
- 7.1 Mr Lloyd – drainage problems in Begbroke Crescent. See item 3.13
 - 7.2 Mr Glenister – footpath overgrown, Begbroke Lane. See item 3.4
 - 7.3 OALC – AGM/Annual Report & Accounts. Circulated
 - 7.4 CDC – Statement of Community Involvement – Pre-submission Document comments by 1st August. Circulated.
 - 7.5 CDC – Local Development Framework Seminar for Parish Councils. Circulated.
 - 7.6 Richard Horth Solicitors, Licensing application for Royal Sun. Noted.
 - 7.7 Oxford Inspires Information. Noted.
 - 7.8 OCC. Contact details. Noted.
 - 7.9 Defra. Clean Neighbourhoods & Environment Act 05. Next Month
 - 7.10 University of Oxford. Notices regarding motorbikes on their land. Noted.
 - 7.11 Oxford Green Belt Network. Circulated.
 - 7.12 OCC News. Circulated.
 - 7.13 CDC. Glass recycling. Noted. The question of the brown bins not being utilised and certain times of the year was discussed
 - 7.14 CDC. Countryside Forum, Tuesday 19th July. Noted.
 - 7.15 OCC – Countryside Service Annual Report. Circulated.
 - 7.16 OALC – County Circular. Circulated.
 - 7.17 Caring Matters. Circulated.
 - 7.18 Mike Gibbard, correspondence with Highways. Noted.
 - 7.19 Society of Local Council Clerks. Noted.
 - 7.20 Record Playground. Information. Noted.
 - 7.21 J Wright, planning application 34 Fernhill Road. Noted.
 - 7.22 CDC. Cherwell open spaces etc assessment/audit. Circulated.
 - 7.23 Paul Wilson, Highways Dept OCC, dates for meetings. It was agreed to meet on Monday 11th July at 4pm.
 - 7.24 CDC. Alteration to electoral role. Noted.
 - 7.25 Oxford Airport Consultative Meeting. Address of Sara Dawson.
 - 7.26 Nicholson Nurseries, trees on A44. The Council unanimously agreed to have the spot spraying carried out for £150 ex VAT and the replacement of the 13 trees for £300.00
 - 7.27 ORCC News. Circulated.
 - 7.28 Mike Gibbard. Noted.
 - 7.29 HSBC – invoice for safe keeping. The Clerk has discovered that the item for safe keeping is an Agreement with the BVHMC) she was unable to see the item as two signatories are required and a prior appointment made.

- 9.1 The large wooden building being erected at the back of a house in Fernhill Road was questioned. Clerk thinks it had planning permission but will check this out.
- 9.2 Lottery Application Pack. Apply.
- 9.3 Sign on corner of Fernhill Road. It was agreed to ask CDC to deal with this.

10. Date of Next Meeting:
 Tuesday 2nd August 2005
 Tuesday 6th September 2004

Signed G. Greed
 Dated 2/8/05

BEGBROKE PARISH COUNCIL

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 2nd Day of AUGUST 2005.

1. Present:

Mrs L. Dresden, Mr J. Roff, Dr J. Durrant, Mrs C. Trevellyan, Mrs L. Wilkinson, Mrs M. Hastings District & County Councillor, Mr M. Gibbard District Councillor

Apologies:

Mrs S Dawson, Mr M. Billington District Councillor

2. Read and Confirm Minutes of the last meeting.

2.1. The minutes of the meeting held on Tuesday 5th July 2005 were read and confirmed as a true record and signed by the Chairman Mrs Dresden.

3. Matters Arising from the Minutes:

- 3.1. **BVHMC – Business Plan.** No further information has been received.
- 3.2. **Playground.** Litter was particularly bad this month. Mr Knott has cut back the shrubbery and the Council agreed to pay his invoice totalling £40.00
- 3.3. **Road Issues.** The Council were pleased to note that the police had set up a speed trap on the A44 and apparently ran out of tickets.
- 3.4. **Footpaths.** It was reported that the hedgerows in Begbroke had still not been cut back, the Clerk confirmed that the Footpaths Officer had rung to confirm they would be carrying out the work shortly and in the winter they would be returning to carry out more intensive cutting back. Clerk to chase them again in the Autumn.
- 3.5. **Serg. Larry Jordon – teenage facilities.** As Mrs Dresden will be away for the next meeting, it was agreed to ask Mrs Morgan to the October meeting.
- 3.6. **Damage to Trees on A44.** The Clerk confirmed she had ordered trees.
- 3.7. **Annual Audit.** Clerk confirmed that the internal auditor Mr Caughey has the books and is carrying out the audit.
- 3.8. **Drainage Problems in Begbroke Crescent.** The Clerk confirmed that she had written to Thames Water but had not received a reply.
- 3.9. **Street Name Plates updating.** Item 7.13 was discussed and the Council agreed to the changes suggested by Mr Wright.
- 3.10. **Defra. Clean Neighbourhoods & Environment Act 05.** Circulated.

4. Report by County & District Councillors:

Mrs Hastings gave a brief report.

5. Planning:

Applications:

05/01149/F 45 Fernhill Road, demolition of existing detached bungalow building of pair of semi detached houses. Amended Plans
05/01215/ADV and 05/012214/ADV Hard standing signs on A44
05/01308/F. Begbroke Wood, paintball and corporate entertainment.
Decision.
05/01004/F. 38 Woodstock Road, Side and rear extensions. Granted.

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 dwellings – (items 7-10)
Clerk to check that conditions need not be met until Manor House Conversion completed.

6. Council Representatives:

6.1. A 44. No report
6.2. BVHMC. Mr Roff gave a brief report.

7. Correspondence:

7.1 CDC. Standards Committee postponed. Noted.
7.2 OCC. Scrutiny work programme. Clerk to write suggesting an enforcement officer to ensure that planning conditions are adhered to.
7.3 North Oxfordshire PCT Partnership. Agenda. Noted.
7.4 OCC. Poster "Is your electric blanket safe" On Notice Board. Noted.
7.5 OCC. Acknowledgement card re: grass cutting. Noted.
7.6 OCC. Emergency plan for Local Councils, Health Scrutiny News, Parish Plan offer of £2,000 grant. Circulated.
7.7 CDC. Notice of Standards Meeting. Circulated.
7.8 SMP Playgrounds Information. Noted.
7.9 CDC. Open space, sport and recreation provision and needs assessment. Circulated.
7.10 Cherwell Link. Noted.
7.11 Begbroke CRB 6. Response to request to cut back hedges. See item 3.4
7.12 CDC. Street Name Plates. See item 3.9.
7.13 Jeff Wright. Street Name Plates. See item 3.9.
7.14 Society of Local Council Clerks. Membership information. Noted.
7.15 CDC. Statement of Community Involvement. Circulated.
7.16 Wickstead Leisure – Invoice for roundabout £6745.67. The Council agreed to pay this invoice.
7.17 Sustans. Proposed cycling leaflet. Contribution towards printing of leaflet. The Council agreed to defer making a decision on this at the present time.
7.18 CDC. Planning Conditions. Clerk to write back requesting answers to her original questions.
7.19 The Playing Field Magazine. Circulated.
7.20 Countryside Agency. Registered Common Land. Circulated.
7.21 Oxford Green Belt Network. Noted.

8 Financial Matters:

Balances as at the 25th July 2005

Current Account
Deposit Account
Transfer Required: £

Due to the accounts being with internal auditor no balances were given this month.

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary July)

322.92 ✓

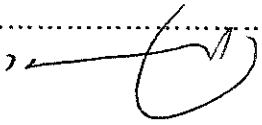
Mr Brian Knott

40.00 ✓

Wickstead Leisure – roundabout

6,745.67 ✓

9. Any Other Business:
- 9.1 Notice board by Post Office. The Clerk reported that the notice board requires painting, the Council agreed to ask Brian Knott to carry out the work.
- 9.2 Trees on corner on Sandhill Road. It was reported that the trees require weeding, it was agreed to ask Brian Knott to carry out the work.
10. Date of Next Meeting:
 Tuesday 6th September 2005
 Tuesday 4th October 2005

Signed  _____

Dated 06.09.05 _____

BEGBROKE PARISH COUNCIL

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 6th Day of SEPTEMBER 2005.

1. Present:

Mr J. Roff, Dr J. Durrant, Mrs C. Trevellyan, Mrs M. Hastings District & County Councillor, Mr M Gibbard District Councillor and 6 members of the public.

Apologies:

Mrs E. Dresden, Mrs S Dawson, Mrs L. Wilkinson Mr M. Billington District Councillor

2. Read and Confirm Minutes of the last meeting.

2.1. The minutes of the meeting held on Tuesday 2nd August 2005 were read and confirmed as a true record and signed by the Vice Chairman Dr J Durrant.

3. Matters Arising from the Minutes:

3.1. BVHMC – Business Plan/Relocation of hall and playing field. Nothing

further has been received regarding the business plan. The item in the Link magazine suggesting the relocation of the hall and playing field was discussed. The members of the public present were also very concerned. The Parish Council had no prior knowledge that the item was to be included in the Link and at no time had the BVHMC discussed such a proposal with them. The Council representative on the BVHMC also had no prior knowledge and confirmed that this item had not been discussed at their meetings. The Council suggested that anyone who had concerns attend the BVHMC meeting. The Council requested that the Clerk get a copy of the Trust Deeds.

3.2. Playground: weekly inspections, loose bench. The annual report from

RoSPA (item 7.6) was discussed and it was agreed that Wickstead should be asked to inspect the horse. Clerk to write to arrange this. The Council unanimously agreed to pay RoSPA's invoice of £79.90. The report suggested that the overflow car park should be separated from the play area was noted that this will be discussed next month. The loose bench has been repaired.

3.3. Road Issues: The Clerk reported that she had not received a response from

David Robertson or anyone else she had written to. It was agreed that the Clerk should write to him reporting the Council's extreme disappointment that they had not received a response.

3.4. Footpaths. Begbroke Lane Overgrown (Autumn cut) Nothing to report

awaiting autumn cut.

3.5. Serg. Larry Jordan – teenage facility/Meeting with Helen Morgan. Clerk to

invite Helen Morgan to the next meeting.

3.6. Annual Audit. The accounts were agreed by the Council and signed by the

Vice Chair and Clerk. The Internal auditor was happy with the accounts but did bring up the question of depreciation on the items owned by the Council. The Clerk reported that she took the values from the insurance figures as these were the only ones available. The Clerk suggested writing to the OALC for advice and the Council agreed.

7

- 3.7. **Drainage problems in Begbroke Crescent.** Item 7.17 was discussed and it was agreed that the Clerk should write to Thames Water requesting the attend a meeting to discuss the adoption of the drains further.
- 3.8. **Bus route 3A (decision meeting 7th October).** The Clerk received a concerned phone call from a local resident who was informed that route 3A was to be discontinued. The Clerk reported she rang OCC to check this but was informed that all routes have gone out to tender and that a decision would be made in October. They did report that Mrs Hastings as County Councillor would receive a list of proposals for all services a week before the meeting and could make representations. Clerk had contacted Mrs Hastings requesting she support the continuation of the service which Mrs Hastings is happy to do.

4. Report by County & District Councillors:

Mrs Hastings gave a brief report. She did report that the planning application for Begbroke Wood is still open and should be decided next week.

5. Planning:

Applications: None received.

Decision.

05/00845/F, University of Oxford, erection of two storey building to provide advanced processing laboratory. Granted.

05/00865/F: The Old Rectory, new garage – Granted.

05/01214/ADV. 6ft Sign on A44 - Refused

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 dwellings – (Items 7-10)

Clerk to check that conditions need not be met until Manor House Conversion completed.

6. Council Representatives:

6.1. A 44. No report

6.2. BVHMC. Mr Roff gave a brief report.

7. Correspondence:

- 7.1. University of Oxford, no motorbike signs. The Council were pleased to note this has been done but it was reported that the sign in the second field has already been demolished.
- 7.2. ORCC. Village Shop of the Year Competition. Noted.
- 7.3. Proposed changes to Regional Planning Guidance for south east. Comments by Friday 11th November. Circulated
- 7.4. ORCC. Rural Social & Community Programme. Consultation dates Friday 23 Sept 10.30am-12.30pm or Monday 26th Sept 7.30pm-9.30pm. Circulated.
- 7.5. The Local Channel – free community website. Circulated.
- 7.6. ROSPA. Annual inspection of play equipment. Invoice £79.90 See item 3.2
- 7.7. Wickstead Leisure – check list for Spiro Whirl Roundabout. Noted.
- 7.8. Chipping Norton Theatre – Autumn programme. Circulated.
- 7.9. Local Works – campaign for the sustainable communities bill. Circulated.
- 7.10. OCC. Scrutiny Referral Form. Noted.
- 7.11. SMP Playgrounds. Seminar – 22 Sept 10am – Maidenbower, W Sussex. Noted.
- 7.12. OCC. Scrutiny Referral Form – amended letter. Noted.
- 7.13. CDC. Annual Report & Performance Plan 05/6. Circulated
- 7.14. OCC news Aug 05. Circulated.

- 7.15. Wickstead Leisure – statement of account. Noted.
- 7.16. Jennifer Holmes – planning application – Begbroke Wood. Noted.
- 7.17. Thames Water – drainage problems. See item 3.7.
- 7.18. Susan Ganter. Copy of letter to Chopping Partnership. Noted.
- 7.19. Macmillan Cancer Relief. – Worlds biggest coffee morning. The Council would have like more time to consider this, Clerk to write asking if next year they could give more notice.
- 7.20. OCC. Social & Health Care – Business & Commissioning Plan 05/8 Circulated.
- 7.21. Giles Lewis – planning application – Begbroke Wood. Noted.
- 7.22. Standards Committee – 21 July 2005 minutes. Circulated.
- 7.23. Peter Brett Associates – Proposed Pedestrian Crossing. Included is copies of letters Clerk sent in response after consultation with Chairman and Maureen Hastings. See item 3.3
- 7.24. OCC. Oxfordshire Provisional Local Transport Plan (2006-11) & Annual Progress Report 2005. Circulated.
- 7.25. CDC. Notice of alteration to register of electors. Noted.
- 7.26. Landscape Access Recreation. Circulated.
- 7.27. OCC. CAG Oxfordshire newsletter. Circulated.
- 7.28. Mr Michael Caughey. Invoice for carrying out internal audit. The Council agreed to pay this.
- 7.29. Mrs Celia Hutton. Copy of her letter to planning office re Begbroke Wood.
- 7.30. Mr Mike Gibbard – copy of Yarmton Parish Council's letter to Peter Brett regarding Pedestrian Crossing.

8 Financial Matters:

Balances as at the 25th August 2005

Current Account: £ 7,182.26

Deposit Account: £11,721.61

Transfer Required: £ 700.00

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary August) 322.92 ✓

RoSPA (annual playground inspection) 79.90 ✓

Mr Michael Caughey (internal audit) 100.00 ✓

Mrs H. Hastings (Clerks expenses) 150.56 ✓

Clerk and Chairman to visit Nat West with view to opening new account and previously discussed.

9. Any Other Business:

No other business was discussed

10. Date of Next Meeting:

Tuesday 4th October 2005

Tuesday 8th November 2005

Signed



Dated

04-10-05

BEGBROKE PARISH COUNCIL

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 4th Day of OCTOBER 2005.

1. Present:

Mrs L. Dresden, Mr J. Roff, Dr J. Durrant, Mrs C. Trevelyan, Mrs M. Hastings District
& County Councillor, Mr M. Billington, County Councillor.

Apologies:

Mr M Gibbard, District Councillor.

2. Read and Confirm Minutes of the last meeting.

2.1. The minutes of the meeting held on Tuesday 6th September 2005 were read
and confirmed as a true record and signed by the Vice Chairman Dr Durrant.

3.

Matters Arising from the Minutes:

3.1.

Mrs Helen Morgan – teenage facilities. The facilities available for youths
within the village was discussed. Mrs Morgan works with young people and is
prepared to chair a meeting if it is felt worthwhile. She agreed that facilities
should be within a lit area and she mentioned that Peachcroft, Abingdon
which is lit still has problems. She felt that the Parish Council should set a
financial limit before embarking on any project. It was suggested that an item
should be included in the Link asking the youths of the village if they were
interested in further facilities and what they would realistically like.

3.2.

BVHMC - Business Plan/Relocation of hall and playing field/increase in

precept/loan: The AGM of the VHMC was discussed and in particular the
idea of raising money from the precept to pay for repairs and improvements
to the village hall. The verbal agreement of those residents present at the
AGM to pay an increase of approximately £30 per household was noted but
the Parish Council feel that the VHMC are not committed to carrying out
repairs and are disappointed that no quotations for the kitchen refurbishment
have been forthcoming. Those who attended the AGM were also concerned
about the condition of the ceiling which is in urgent need of repair. It was
also noted that the PC had offered to help with the refurbishment of the hall
some time ago but this was not taken up by the committee. It was
unanimously agreed that an item would be included in the link asking
residents views on a £30 increase per household, to be set on top of the
current precept. If the three quotations for the kitchen refurbishment and
redcoration of the hall was not available at the December Parish Council
meeting, the Council agreed they would not be prepared to increase the
precept.

3.3.

Playground: weekly inspections, loose bench. Mrs Trevelyan will carry

out the weekly inspections and will check the RoSPA report at the same time.
It was noted that Wickstead would be checking all the equipment including
the rocking horse which RoSPA had referred back to manufacturer. The
question of separating the play area from the overflow car park was

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- discussed and the Clerk will write to the Playing Fields Association asking for their advice.
- 3.4 **Road Issues:** The Council were not happy with the response from David Robertson and the Clerk and Chairman will write back.
- 3.5 **Footpaths, Begbroke Lane Overgrown (Autumn Cut)** The autumn cut has not been done as yet.
- 3.6 **Annual Audit.** Clerk to prepare response.
- 3.7 **Drainage problems in Begbroke Crescent.** Meeting with Thames Water to be arranged
- 3.8 **Bus route 3A (decision meeting 7th October).** Maureen Hastings to support the continuation of the service.
- 3.9 **Proposed changes to regional planning guidance for South East.**
- 3.10 **New Parish Councillor.** Both letter from Sarah and Linda were discussed. Clerk to advertise in Link for two new councillors. Clerk to contact Mr Ryder who applied too late last time to see if he is still interested.
4. **Report by County & District Councillors:**
Maurice Billington gave a brief report, he will chase the planning conditions on the Coach House.
5. **Planning:**
- Applications:**
- Decisions:**
01/01872/OUT University of Oxford. Proposed new access road. Granted.
01/00664/20UT University of Oxford. Proposed new research building (interim phase of site development). Granted.
04/00720/F – Conversion of Coach House into 5 dwellings – (items 7-10)
Clerk to check that conditions need not be met until Manor House Conversion completed.
6. **Council Representatives:**
- 6.1 A 44. No report
- 6.2 BVHMC. Mr Roff gave a brief report.
- 6.3 Airport Liaison Meeting. Dr Durrant offered to replace Mrs Dawson.
- Correspondence:**
- 7.1 Councillor David Robertson. Pedestrian crossing on A44. Council not happy with response, write back.
- 7.2 OCC. News/Who & How guide. Circulated.
- 7.3 OCC Paul Wilson. Pedestrian crossing on A44. Not happy with response write back.
- 7.4 CDC. Planning Application 45 Fernhill Road notice of appeal to Secretary of State. Comments made by 20th October. Clerk to write with objections again.
- 7.5 OALC. AGM agenda and information. Circulated.
- 7.6 North Oxfordshire PCT Partnership. Annual report. Circulated.
- 7.7 OCC. Consultation questionnaire – new housing in 2026 in Oxfordshire under the south east plan. Circulated.
- 7.8 OALC. County Circular. Circulated.
- 7.9 Thames Valley Crimestoppers. Information. Circulated.
- 7.10 OCC. Dial-a-ride services. Views of PC by 28th October 2005. Noted.
- 7.11 OCC. Home2school newsletter. Noted.

MS

7.12.	CDC. Scrutiny Referral Form. The Council were not happy with response, Clerk to write back.
7.13.	North Oxfordshire PCT Partnership – Agenda/information Project 600 Circulated.
7.14.	HSBC – Wickstead Cheque not paid. Chairman to write to Bank not satisfied with service offered.
7.15.	Thames Valley Police – Safer streets campaign. Circulated.
7.16.	BDO Stoy Hayward LLP. Annual Audit further information. Clerk to deal with.
7.17.	Evoiving City autumn/winter events. Circulated.
7.18.	Wickstead Leisure – order acknowledgement – safety inspection £40.00 Noted.
7.19.	Glasdon UK – product information. Noted.
7.20.	Franklin Auckland Solicitors. Old documents relating to Fernhill Estate. Clerk to write back happy to have papers.
7.21.	HSBC – Invoice for safe keeping. Council agreed not to pay at this time.
7.22.	Sarah Dawson – resignation from Council. See item 3.10
7.23.	HM Customs & Excise – VAT repayment. Noted
7.24.	Pmp. Open space survey. Noted.
7.25.	CDC. Form – ecological footprints 9 th November Noted.
7.26.	OCC – development of childrens centres. Forward to Playgroup.
7.27.	Victoria Clark, Communications Officer, Thames Valley Police. Volunteers. Noted.
7.28.	CDC. Arts at large rural touring scheme. Forward to BVHMC
7.29.	CDC. Solar savers – discounted water heating scheme. Noted.
7.30.	OCC. Structure plan 2016 – notice of intention to adopt. Noted.
7.31.	OPFA – AGM Tues 25 th October Sandford on Thames. Noted
7.32.	Oxford Green Belt Network. AGM Wed 12 th October. Send apologies.
7.33.	HSBC – advice of debit to Wickstead Leisure. Mrs Dresden to write to Bank not happy with service.
7.34.	BVHMC – Funding the village hall. See item 3.23
7.35.	BVHMC – Invoice for hire of village hall. Agreed to pay
7.36.	CDC. Grant for roundabout. Noted
7.37.	OCC. Transport co-ordinator. Noted
7.38.	OALC. Accounts depreciation of assets. Noted
7.39.	Mr M Caughey – cheque acknowledgement. Noted
7.40.	CDC. Annual Parish Liaison Meeting – 3 rd November Noted
7.41.	Mrs Linda Wilkinson – Resignation letter. See item 3.10
7.42.	CDC. Notice of grant payment. Noted
7.43.	OCC.Oxfordshire Minerals & Waste Development Framework. To be discussed next month.
7.44.	Mr M Gibbard. Apologies/Clean Neighbourhood Report 05. Noted

8 Financial Matters:

Balances as at the 25th September 2005
 Current Account: £ 1,032.06 less o/s cheque £40 = £992.06
 Deposit Account: £17,995.22
 Transfer Required: £ nil

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary Sept) 322.92 ✓
 BVHMC (hall rent May-July) 22.50 ✓

Clerk and Chair reported they had opened an account at Nat West in Woodstock and two other signatories were required and they had suggested Dr Durrant as Vice Chair and Mr Roff as longest standing member.

9. Any Other Business:

9.1. Link Report: Items to be included – VHM precept increase, two new council members, unhappy with response regarding pedestrian crossing, youth facilities.

10. Date of Next Meeting:
Tuesday 8th November 2005
MONDAY 12TH December 2005
Tuesday 10th January 2006.

Signed GALE CM

Dated 8/11/05

BEGBROKE PARISH COUNCIL

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 1st Day of NOVEMBER 2005.

1. Present: Mrs L. Dresden, Mr J. Roff, Dr J. Durrant, Mrs C. Trevelyan and Mr Mike Gibbard
District Councillor.

Apologies: Mrs Maureen Hastings County & District Councillor, Mr Maurice Billington County Councillor.

2. Read and Confirm Minutes of the last meeting.
2.1. The minutes of the meeting held on Tuesday 4th October 2005 were read and confirmed as a true record and signed by the Chairman Mrs L Dresden.

3. Matters Arising from the Minutes:

3.1. Mrs Helen Morgan – teenage facilities. The Clerk included this in her Link

3.2. BVHMC - Business Plan/Relocation of hall and playing field/increase in

precept/loan: The Council were informed by Mr Roff, their representative on the VHMC that their Chairman was not happy with the letter sent by the Clerk requesting quotes before the December meeting for the kitchen refurbishment

and the decoration of the hall. The Council still feel their request was reasonable and were pleased to note that the VHMC had managed to get 2 quotes for the refurbishment of the kitchen.

3.3. Playground: weekly inspections, loose bench. Mrs Trevelyan carried out the weekly inspections and found no problems with the RoSPA report. She mentioned that the compost area is being used as a dumping ground and that the dead trees by the entrance to the car park needs cleaning. After some discussion it was agreed that the Council would pay for a skip to remove all the old rubbish and compost if the VHMC could arrange for volunteers to fill the skip. The Council felt that the skip should only be on site for a day. Mr Roff will put this offer to the VHMC. Mr Roff will carry out the playground inspections this month.

3.4. Road Issues: There has been no further news on the crossing, Mr Gibbard confirmed he is still pushing for this. He asked if Mr Grant from the Highways had answered the questions put to him at the site meeting, the Council confirmed they had not, Mr Gibbard will contact him direct about this.

3.5. Footpaths. Begbroke Lane Overgrown (Autumn Cut) The autumn cut has not been done.

3.6. Annual Audit. Clerk confirmed that she had responded to the request for further information. She stated that the new system is far behind the old system where the Clerk met the District Auditor to discuss queries and was able to ask questions on matters the Council were not familiar with, an example is the depreciation on playground equipment.

647 records

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- 7.10. Timberline catalogue. Noted.
- 7.9. T V Police. Safety posters. On notice board.
- 7.8. OCC bus services. See item 3.8
- 7.7. NO PCT Partnership. Consultation. Circulated.
- 7.6. OVID. Questionnaire. Clerk and Chairman to complete this
- 7.5. Nicholson Nurses – catalogue. Noted.
- 7.4. Oxford Green Belt Network. Newsletter. Circulated.
- this letter and is contacting the Highways Dept asking for further information.
- 7.3. OCC. Highway Management Arrangements. – Formal Agreement for grass cutting. Decision by November. The Clerk did not understand the contents of
- 7.2. The Playing Field Magazine. Circulated.
- 7.1. Hope Africa. Donation request. The Council discussed passing this onto St Michael's Church but Mr Roff confirmed they already support an African Charity.
- 7. Correspondence:**

- 6.1. A 44. No report
- 6.2. BVHMC. Mr Roff gave a brief report.
- 6.3. Airport Liaison Meeting.
- 6. Council Representatives:**

05/00845F: Begbroke Business & Science Park, erection of two storey building to provide advance processing lab. Granted.

03/02468/REM. Begbroke Business & Science Park, demolition of existing barn and erection of 2 No. new research buildings and sub station. Granted.

04/00720/F – Conversion of Coach House into 5 dwellings – (items 7-10)

Clerk to check that conditions need not be met until Manor House Conversion completed.

4. Planning:

Applications:

None received

Decisions:

Mr Gibbard reported that the next hanger to be built at the Airport will have to adhere to the section 106 agreement. The licensing committee have found the new legislation difficult. Mr Billington reported by phone that Mr Duxbury is looking into the Conditions of Planning relating to the conversion of the Coach House. Mrs Hastings reported that the Council approved the motion to keep the science park in the green belt until 2016.

3. Report by County & District Councillors:

- 3.7. Drainage problems in Begbroke Crescent. It was agreed to postpone arranging a meeting until February as December and January will be busy meetings to discuss the precept.
- 3.8. Bus route 3A The Council were pleased to note that the service is to continue and appreciated Mrs Hastings efforts on behalf of the village in supporting its continuation.
- 3.9. Proposed changes to regional planning guidance for South East. Comments by Friday 11th November. Clerk and Chairman to look at this.
- 3.10. New Parish Councillor. Clerk confirmed she had written to CDC advising them that the two Councillors had resigned and that Mr Millin is prepared to stand but if two other candidates offer their services he will stand down.

- 7.11. Charter Housing. Website. Forward to Gordon Lloyd
- 7.12. Playpro Ltd. Catalogue. Noted.
- 7.13. BDC Stoy Hayward LLP – Accounts. See item 3.6.
- 7.14. OCC. Road accidents in Oxfordshire. Leaflets. Circulated.
- 7.15. OCC. Statement of Community Involvement. To be discussed next month.

8 Financial Matters:

Balances as at the 25th October 2005
Current Account: £ 709.22 less outstanding cheques of £62.81 total available £646.41
Deposit Account: £ 21,709.22
Transfer Required: None.

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary Oct) 322.92 ✓

9. Any Other Business:

9.1. Mrs Dresden asked Mr Gibbard if he could arrange for the old Park & Ride sign posts north of Begbroke to be removed. He agreed to look into this.

10. Date of Next Meeting:

Monday 12th December 2005. The Clerk requested this be changed back to Tuesday 6th December. This was agreed.
Tuesday 10th January 2006.

Signed

Mrs Dresden

Dated

6/12/05

BEGBROKE PARISH COUNCIL

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford, OX5 1RP

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 6th Day of DECEMBER 2005.

1. Present:

Mrs L. Dresden, Mr J. Roff, Dr J. Durrant, Mrs C. Trevellyan, Mr M. Gibbard District
Councillor, Mr J Webster BVHMC, Mr Millin and Mrs Hawtin.

Apologies:

Mrs Maureen Hastings District & County Councillor, Mr Maurice Billington County
Councillor.

2. Read and Confirm Minutes of the last meeting.

2.1. The minutes of the meeting held on Tuesday 1st November 2005 were read and
confirmed as a true record and signed by the Chairman Mrs L. Dresden.

3. Matters Arising from the Minutes:

3.1. BVHMC – Business Plan/Relocation of hall and playing field/increase in

precept/loan/skip hire. The Parish Council discussed item 7.17 the quotes
for the refurbishment of the Village Hall kitchen. Mr Webster confirmed he
had tried to get 6 quotes but only received two and he recommended
accepting the quotation from Kitchen installations in the sum of £8,168.64 inc
VAT. The Parish Council raised the question of the domestic dishwasher and
Mr Webster confirmed that he had spoken to Joy Web from CDC regarding
this issue and she had told him that a commercial machine was not required.
The Council asked Mr Webster to get confirmation of this in writing from Mrs
Web, which he agreed to do. Mrs Dresden proposed and Dr Durrant
seconded the motion to pay the full amount of the quote and the Council
unanimously agreed this, but if additional costs are incurred, the VHMC would
have to pay these. There is no allowance in the quote for new flooring which
would be done after the kitchen is installed. Mr Webster produced two
invoices for £117,50 inc VAT which the VHMC had paid for the two skips they
hired to clear away rubbish from around the village hall, the Council agreed to
pay for both invoices. The Clerk to make the cheque payable to the VHMC.
The Council had commented that the car park area looked much improved.
Precept. Item 7.36 from the OALC and the four letters from residents was
discussed. The Council unanimously agreed that four responses from local
residents did not give a clear indication of what the village as whole felt about
the increase. They decided that the recommendation by the OALC to hold a
public meeting to discuss the matter fully should be done before any decision
is made. It was agreed that due to the time of year, it was not possible to hold
a meeting before January's meeting when the precept has to be set.
Therefore they will not increase the precept by £10,000 next month. It was
agreed to hold a public meeting in the Spring to discuss increasing the precept
for the financial year 2007/8 and they still require a proper 5 year business
plan from the VHMC. It was agreed that the Clerk would attend the VHMC
meeting confirming the PC would not be increasing the precept and if they had

3.2.

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a scheme ready to go next year with 3 quotes they would consider giving

further funds.

3.3. Village grant allocation for year ended 31/3/06 (£1,750) The Council agreed

to write to the W1, St. Michael's Church, the Playgroup, the Bowls and Cricket

clubs asking for details of projects they would require funding.

3.4. Teenage facilities. John Roff reported that some youths attended the VHM C

meeting asking for more facilities.

3.5. Playground: weekly inspections, barriers for overflow car park. There

was no problems with the weekly inspections, it was agreed to purchase a new

3.6. Road issues – pedestrian crossing. Mr Gibbard confirmed that Paul Wilson

from the Highways Dept of OCC has placed the order to remove the hedge at

the junction of Springhill Road and the roundabout. He has also agreed to

reduce the southbound carriageway into the roundabout to one lane similar to

that northbound.

3.7. Footpaths, Begbroke Lane Overgrown (Autumn cut). It was brought to the

Councils attention that some of the residents are encroaching into the lane, it

was agreed that the Clerk should write to the Footpaths Officer asking him to

look into this.

3.8. Annual Audit. The Council were pleased to note that the audit was accepted

and agreed to pay the invoice from BDO Stoy Hayward LLP.

3.9. Drainage problems in Begbroke Crescent (February)

3.10. New Parish Councillor. The Council have not received confirmation from

Cherwell District Council that they can co-opt so they will leave this item until

next month.

3.11. Statement of Community Involvement. The Council had no comments.

3.12. Formal Agreement for Grass Cutting (last month 7.3) The Clerk confirmed

she had spoken to the Highways Dept on this issue and has confirmed the

Council wish to receive further details on the formal agreement.

3.13. Park & Ride sign posts. Mr Gibbard confirmed that the Highway Dept will be

removing these sign posts shortly.

4. Report by County & District Councillors:

Mr Gibbard reported that Councillors will be attending other Council meetings to carry

out a scrutiny on them. He confirmed that Yarmton Garden Centre did not apply for

planning permission for the last extensions and this is coming up at planning

enforcement.

Mr Billington reported that the legal agreement is being done for the speed limit, it

should be enforceable within weeks and the pruning of the shrubs will be done within

the month. He reported there is a new system for requesting planning applications to

go to committee, Councillors will be required to put the request in writing and that he is

not happy about this. He reported that the green belt is safe for the present.

5. Planning:

Applications:

05/01837/F: 6 Foxglove Road, relocation of boundary fence.

05/02127/OUT: 12 Sandhill Road, outline erection 1 No. dwelling.

05/01882/F: 5 Rowel Drive, rear lean to conservatory.

Decision:

05/01837/F – 6 Foxglove Rd, relocation of boundary fence. Refused

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 dwellings. See item 7.9

Handwritten initials or mark.

6.	Council Representatives:
6.1.	A 44. No report.
6.2.	BVHMC. Mr Roff gave a brief report and in particular confirmed that Mrs Lobbins is now the new booking secretary for the hall.
6.3.	Airport Liaison Meeting.
7.	Correspondence:
7.1	OCC – Oxfordshire Structure Plan 2016 – Notice of adoption of proposals. Noted
7.2	CDC – Local Development Framework. Noted.
7.3	Annual Parish Liaison Meeting – 3 rd November. Noted.
7.4	Thames Valley Police. Poster – on notice board. Noted.
7.5	Councils Direct. Circulated.
7.6	CDC. 2 minute silence – 11 November / News Sept 05. Noted.
7.7	Caring Matters Information. Circulated.
7.8	Ferguson Bricknell. Papers relating to Fernhill Estate. Circulated.
7.9	CDC. Planning Conditions, The Coach House, Springhill Road. Noted.
7.10	Jenny Ball. Increase of precept. Circulated see item 3.1
7.11	Malcolm Ryder – Parish Council Vacancy. Noted see item 3.10
7.12	OCC Emergency Plan for Local Council/notice of error/ News Nov 05. Circulated.
7.13	Victim Support – donation request (last donation given in 1997) To be discussed next month
7.14	Mr Prickett Invoice for grassing cutting and new quote for next financial year. The Council agreed to pay the invoice and accept his quote for grass cutting next year.
7.15	Wickstead Leisure – play equipment safety inspection – discuss horse. The Council agreed that the horse should if possible. To discuss next month.
7.16	CAG Oxfordshire. Circulated.
7.17	BVHMC – quotations for kitchen refurbishment. See 3.1.
7.18	The Standards Board for England. Annual Review. Circulated.
7.19	OALC. Agenda Monday 21 st November 05 Noted.
7.20	OCC. Moving Forward. Local transport plan consultation. Circulated. To be discussed next month
7.21	HSCB Bank – response to Mrs Dresden's letter. This letter was read out.
7.22	John Hicks & Associates. Playground inspections. Noted.
7.23	Wickstead Leisure, invoice for play equipment inspection. The Council agreed to pay this invoice.
7.24	Vicking Direct, invoice for stationery. The Council agreed to pay this invoice.
7.25	BVHMC. Copy of letter to Planning Office. Mr Webster produced photographs of what they propose to do.
7.26	OCC. Children & young peoples plan consultation. Circulated.
7.27	A44A, agenda 23 rd November. Noted.
7.28	N E Oxfordshire PCT Partnership. Minutes of meeting. Circulated.
7.29	OCC. Changes to bus services in the Bicester area. Circulated.
7.30	ORCC. Affordable housing in rural communities. Circulated.
7.31	Mr Millin. A44 road issues. Mr Gibbard requested a copy.
7.32	Mr Kilby & Ms Newman. Increasing the precept. See 3.1
7.33	Mrs S Ganter. Increasing the precept. See 3.1
7.34	CDC. White ribbon day. Noted.
7.35	Dr & Mrs Lay, precept. See 3.1
7.36	OALC – increasing the precept to help BVHMC. See 3.1

7.37	Mrs M Hawtin, damage to property 5 Begbroke Lane. The Council asked Mr Webster if the VHMCC would look at removing the trees concerned.
7.38	Mike Gibbard, copy of letter received from OCC Highways. Noted.
7.39	BDO Stoy Hayward LLP – Annual Audit / Invoice See 3.8
7.40	CDC. Annual Parish Liaison Meeting. 3 rd Nov notes. Circulated.
7.41	BVHMC – Invoice hire of hall Aug-Nov. The Council agreed to pay this invoice.
7.42	CDC. Parish Precept. Noted.
7.43	WRSV. Record update. Noted.
7.44	OCC. Fares & ticketing strategy consultation. (respond by 6.1.06) Circulated.
7.45	Woodcote Parish Council – Youth Service Budget in Oxfordshire. Noted.
7.46	TVP. Safer streets campaign poster. Noted.

8 Financial Matters:

Balances as at the 25th October 2005
 Current Account: £ 371.34 less o/s cheque £22.50 total actually available is £348.84
 Deposit Account: £21,709.22
 Transfer Required: 13,700.00

The following accounts are presented for payment:

322.92 ✓	Mrs H Hastings (Clerks Salary November)
47.00 ✓	Wickstead Leisure
92.07 ✓	Viking Direct
154.04 ✓	Mrs H Hastings (Clerks expenses)
141.00 ✓	BDO Stoy Hayward LLP
30.00 ✓	BVHMC (hire of hall)
235.00 ✓	BVHMC (skips)
1949.33 ✓	Mr Pricket

The new account at Nat West Woodstock is now open with the Clerk, Mrs Dresden, Dr Durrant and Mr Roff as signatories. Any two of the above to sign cheques. It was agreed to put £10,000 into the new account.

9. Any Other Business:

9.1 Mrs Trevellian has been in contact with the Electricity Board regarding the trees by the village hall, John Webster will look into this.

10. Date of Next Meeting:

Tuesday 10th January 2006.
 Tuesday 7th February 2006.

Signed

[Signature]

Dated

10/1/06.