

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 10th Day of JANUARY 2006.**

1. Present:

Mrs L. Dresden, Mr J. Roff, Dr J. Durrant, Mrs C. Trevelyan, Mr M Billington, Mr M. Gibbard District Councillor, Mr J Webster BVHMC, Mr Malcolm Ryder.

Apologies:

Mrs Maureen Hastings District & County Councillor.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 6th December 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/New Kitchen.** The quote from Kitchen Installations which the Parish Council agreed to accept in full last month, was discussed. No details of manufacturer for any of the appliances was listed, the Council asked the Clerk to get confirmation of these when placing the order. The Council agreed to pay the 25% deposit of £6951.52 including VAT but would not pay any further payment until the work was complete. Mr Webster gave dates when Kitchen Installations were available to start work, the Clerk would check the availability of the hall and arrange a suitable date with the installers. The question of new crockery for the kitchen was discussed, but this is an item for the VHMC to agree upon. Mr Webster stated that he was having difficulty in drawing up a 5 year business plan due to the fact that he did not have funds available. There are a number of projects that need to be done and Mr Webster agreed to get quotes for some of these. The Clerk agreed to meet with Mr Webster and hopefully they could produce a plan to satisfy the Parish Council. It was agreed that the Clerk would ask Merrill Smith at Worton for some advice on grants for Village Hall.
- 3.2. **Precept.** The Clerk produced her budget for the next financial year and after some discussion the Council agreed to increase the precept by 2.5% to £12,659.00. The Council agreed to hold a public meeting to discuss increasing the precept for 2007/8 to fund the village hall in April. Clerk to find out dates the hall would be available for the next meeting.
- 3.3. **Village grant allocation for year ended 31/3/06 (£1,750).** Clerk to write to all groups asking if they wish to be considered for a grant.
- 3.4. **Teenage facilities.** Mr Roff reported that the VHMC had arranged for the Chairman to take some of the youths to Kirtlington to look at their teenage facilities, but unfortunately none of the youths turned up for the meeting. On hearing this the Parish Council decided they would take no further action for the time being.
- 3.5. **Playground: weekly inspections, barriers for overflow car park.** Dr Durrant will carry out the next month's weekly inspections. The quote from Wickstead to repair the horse was very high and the Clerk will enquiry if the

GD

Council can get a grant towards the cost of repairs as the horse appears very popular with young children and it quite a novelty.

- 3.6. **Road Issues – pedestrian crossing.** The Council agreed to write to Inspector Tripkovic requesting that he enforces the 50mph speed limit.
- 3.7. **Footpaths. Begbroke Lane.** Mrs Trevellyan offered to check if the autumn cut had been carried out, if it has not she will contact the Clerk who will write to the footpaths officer again.
- 3.8. **Drainage problems in Begbroke Crescent.** The Clerk confirmed she had written to Thames Water requesting they attend the next meeting.
- 3.9. **New Parish Councillor.** Mr Ryder was asked by the Chairman if he was still interested in joining the Council, he confirmed he was and the Council were happy to co-opt him.
- 3.10. **Victim Support donation.** The Parish Council unanimously agreed to give a £50 donation.
- 3.11. **OCC moving forward. Local transport plan consultation.** The Council noted that Begbroke was not mentioned in the plan. Clerk to investigate VAS signs for the A44.

4. Report by County & District Councillors:

Maurince Billington reported that he was disappointed that Gosford Sports Centre was not to have a function room. He noted that the Health Committee did not have a representative from Kidlington and he is hoping to be able to join this. He gave his apologies for next months meeting. He reported that permission had been granted for low cost housing on the green belt in Gosford. The Parish Council were surprised to hear this but he explained that green belt land could be sold for low cost housing only and the value of the land was reduced to reflect this.

5. Planning:

Applications:

Decisions:

05/01308/F: Begbroke Wood, Change of use for paintball etc. Refused

05/02127/OUT: 12 Sandhill Road – outline for erection of 1 dwelling. Granted.

05/1882/F: 5 Rowel Drive, rear lean-to conservatory. Granted

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 dwellings. The Council noted that no work had started on the footpath as set out in Mr Duxbury's letter, Maurice Billington agreed to chase this up with Planning.

6. Council Representatives:

- 6.1. A 44. No report. Clerk to check when next meeting and confirm Dr Durrants address to the secretary as she is not receiving agenda's and minutes.
- 6.2. BVHMC. John gave a report from their last meeting.
- 6.3. Airport Liaison Meeting. No meeting held.

7. Correspondence:

- 7.1 OCC – Road Issues, Begbroke. See item 3.6
- 7.2 CDC – Parish Information Manual. Clerk to requested CD Format.
- 7.3 CDC – Launch of Youth Spotlight Newsletter for Cherwell. Feed back form to be completed.
- 7.4 Charter Community Housing – Calendar. Noted.
- 7.5 OCC News / Health Scrutiny News. Circulated.
- 7.6 RoSPA – Annual Inspection of Play Equipment. The Council agreed to ask RoSPA to carry out this year's annual inspection.

- 7.7 OCC – Information Strategy Consultation. Circulated.
- 7.8 HSBC – Response to complaint. Noted.
- 7.9 New from Oxford Inspires. Circulated.
- 7.10 University of Oxford – Consultation of S E Plan. Circulated.
- 7.11 Office of Deputy Prime Minister – Standard of Conduct in English Local Government. Circulated.
- 7.12 Consumer Direct – Information. Circulated.
- 7.13 High Sheriff of Oxford – Pilgrimage Exhibition. Noted.
- 7.14 OALC – National Salary Awards for Clerks April 2006. Next Month.
- 7.15 OCC – Banburyshire CTA Dial a ride service. Circulated.
- 7.16 BVHMC – dishwasher for kitchen and financial situation of village hall. See item 3.1
- 7.17 BVHMC - kitchen quote. See item 3.1
- 7.18 OCC News. Circulated.
- 7.19 Mrs Sue Blackshaw – increase in precept. Circulated.
- 7.20 CDC – Countryside Forum –Circulated.
- 7.21 CDC – Local Development Framework. Circulated.
- 7.22 CDC – Register of electors. Noted.
- 7.23 CDC – Minutes of Standards Committee. Circulated.
- 7.24 OALC – County Circular. Noted.
- 7.25 Thames Valley NHS Consultation. Circulated.
- 7.26 Wickstead Leisure – follow up to inspection.
- 7.27 OCC – Social & Community Services Directorate. Circulated.
- 7.28 OCC – Mobile Library. Circulated.
- 7.29 Trust for Oxfordshire's Environment, Annual Report. Circulated.
- 7.30 OCC – Integrated Risk Management Action Plan.
- 7.31 TVP – Calendar. Noted.
- 7.32 CDC – Parish Manual Up-date.
- 7.33 Mike Gibbard – Road Issues. Noted.

7.34 Financial Matters:

Balances as at the 25th December 2005

HSBC accounts

Current Account: £ 348.87
 Deposit Account: £21814.42
 Transfer Required: £

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary December)	322.92 ✓
Link Magazine	250.00 ✓
Victim Support	50.00 ✓
Kitchen Installations 25% deposit	2042.01 ✓

It was agreed that the Clerk would arrange for the accounts with HSBC to be closed and the balance in the accounts transferred to the new Nat West accounts.

9. Any Other Business:

- 9.1 Mr Roff asked if Cherwell District Council were producing a list of dates for refuse collection this year. The Councillors confirmed they had all received one, he will ring CDC asking for a copy.

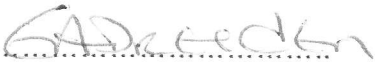
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- 9.2 The question of recycling glass was raised. Clerk to write to CDC asking when they were planning to incorporate glass collection from home.

10. Date of Next Meeting:

Tuesday 7th February 2006.

Tuesday 7th March 2006.

Signed 

Dated..... 7/2/06

BEGBROKE PARISH COUNCIL

Clerk: Mrs H. Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Kidlington
Oxford. OX5 1RP

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**MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE
VILLAGE HALL ON TUESDAY the 7th Day of FEBRUARY 2006.**

1. Present:

Mrs L. Dresden, Dr J. Durrant, Mrs C. Trevellyan, Mr Malcolm Ryder.

Apologies:

Mr J. Roff, Mrs Maureen Hastings District & County Councillor, Mr Maurice Billington and Mr Mike Gibbard District Councillors.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 10th January 2006 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/New Kitchen.** The Kitchen is being installed on the 9th February and should be completed by the weekend. Once the kitchen is completed to the satisfaction of the VHMC the Clerk will pay the final invoice. The business plan was circulated and will be discussed next month.
- 3.2. **Public meeting to discuss increasing the precept to help VHMC.** The clerk gave dates when the hall would be available in April but it was decided not to hold a meeting until June. Clerk will get available dates for June.
- 3.3. **Village grant allocation for year ended 31/3/06 (£1,750).** These will be agreed next month.
- 3.4. **Playground: weekly inspections, barriers for overflow car park.** The Clerk reported she had had a telephone discussion with Roger Davies from the Playing Field Association he recommended we install signs reading "Danger Children at Play, Speed Limit 10mph MAX". He also recommended the Parish Council contact those organisations who use the overflow car park asking them to ensure their visitors aware that the overflow car park is also a play area. Clerk to get price of signs. Dr Durrant reported that the rubbish by the large shed is getting larger, Clerk to write to VHMC requesting they clear away the rubbish. Clerk to order rubbish pick up stick.
- 3.5. **Road Issues – pedestrian crossing.** Dr Durrant reported that Paul Wilson from OCC Highways has agreed to mark out two parking spaces for church use in St Michael's Lane.
- 3.6. **Footpaths. Begbroke Lane Autumn Cut/Encroachment.** Still need to check if autumn cut has been carried out in Begbroke Lane.
- 3.7. **Drainage problems in Begbroke Crescent.** Clerk to write again to Thames Water requesting a representative attends a Parish Council meeting.
- 3.8. **New Parish Councillor.** Clerk to advertise in Link for new Councillor. Mr Ryder signed the Declaration of Acceptance of Office form.
- 3.9. **Victim Support donation.** Cheque signed.
- 3.10. **OALC – National Salary Awards for Clerks April 2006.** To be agreed next month.

4. Report by County & District Councillors:

GAJ

Mr Gibbard sent a written report which was read out. Clerk to write to Mr Gibbard regarding the grass cutting of the A44 between Begbroke & Yarnton. The Council felt their contracting Mr Prickett should be asked to quote for this work and it was suggested that Yarnton's contractor cut one side of the dual carriageway and Mr Prickett cut the other side.

Mr Billington sent copies of letters he had received regarding the coach house planning and the University planning application.

5. Planning:

Applications:

06/00019/ Half Way Service Station, proposed development.

06/00055/F. 37 Woodstock Road West. First floor rear extension.

Decisions:

Conditions of Planning:

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

6. Council Representatives:

6.1. A 44. No report.

6.2. BVHMC.

6.3. Airport Liaison Meeting. The flight to and from Cambridge is doing well.

7. Correspondence:

7.1. Chipping Norton Theatre – Programme. Circulated.

7.2. OCC – Guide to road safety. Circulated.

7.3. CDC – Precept. Returned.

7.4. Wickstead Leisure – Brochure. Noted.

7.5. CDC – Members allowances. Circulated.

7.6. CDC – Update register of electors. Noted.

7.7. Jim Boyland Trading. Information. Noted.

7.8. Oxfordshire Association for the Blind.

7.9. CDC – Countryside Forum. Circulated.

7.10. Glasdon UK – information. Noted.

7.11. BVHMC – 5 year business plan. Circulated.

7.12. BDO Stoy Hayward LLP. Change of address. Noted.

7.13. WODC. Statement of Community Involvement. Noted.

7.14. CDC – Grant for rocking horse. Clerk to send information.

7.15. CDC – Recreational activities for older people. Circulated.

7.16. OCC – Funding youth services. Circulated.

7.17. CDC – Request for sites for new recycling bank facilities. Clerk to write to BHMC asking permission to site a recycling bank at the Village Hall.

7.18. Wickstead Leisure. Customer satisfaction survey. Clerk to complete.

7.19. Playpro information. Circulated.

7.20. The Playing Field Newsletter. Circulated.

7.21. Thames Valley Police - changes to way they handle non-emergency calls. Notice board.

7.22. SMP Information. Noted.

7.23. ORCC grant information for Village Halls. Circulated.

7.24. ORCC Village competition. Circulated.

7.25. Maurice Billington. Apologies.

7.26. Mike Gibbard. Apologies.

7.27. Begbroke Playgroup, village grant application.

8. Financial Matters:

6-11

Balances as at the 25th January 2006

HSBC accounts

Current Account: £ 1342.20

Deposit Account: £ 8114.42

Transfer Required: £

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary January)

£322.92 ✓

9. Any Other Business:

10. Date of Next Meeting:

Tuesday 7th March 2006.

Signed *G. Adcock*

Dated *7/3/06*

BEGBROKE PARISH COUNCIL

Clerk: Mrs H Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Oxford OX5 1RP

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 7th Day of MARCH 2006.

1. Present:

Mrs L. Dresden, Dr J. Durrant, Mr J. Roff, Mrs C. Trevellyan, Mr Malcolm Ryder, Mr M Gibbard District Councillor and Jenny Elliot From Thames Water.

Apologies:

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

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 7th February 2006 were read and confirmed as a true record and signed by the Chairman Mrs L Dresden.

3. Matters Arising from the Minutes:

- 3.1. **Drainage problems in Begbroke Crescent.** Ms Elliot explained the procedure required to get the sewers adopted by Thames Water. It would require one key person to take responsibility and liaise with Thames Water. A deposit of £1,000 would be required and if there were any problems with the sewers these would have to be repaired before adoption could take place. Ms Elliot would send the Clerk via e-mail all the relevant information.
- 3.2. **BVHMC – Business Plan/New Kitchen.** The Clerk explained that whilst checking on the kitchen with Mrs Lobbins (VHMC) it was noted there was no hot water to the kitchen taps. Mrs Lobbins and the Clerk agreed that the kitchen must have hot water and asked Mr Ball, the local electrician, to give an estimate for the supply and fitting of a hot water system connected to both hot water taps. They decided that the VHMC and Parish Council could decide who would pay for the work at a later date. Mr Ball presented his quote to the Parish Council (item 7.19). The Parish Council agreed to pay for the work as they would be re-claiming the VAT on the kitchen. The Council are still not happy with the kitchen and would not pay the outstanding retention held. The Clerk to contact Mr Webster asking him to meet Kitchen Installations and ensure that the work is completed to his satisfaction particularly the leaking Burco boiler. Mrs Trevellyan reported that the hatch was not large enough but it was built as specified.
- 3.3. **Public meeting to discuss increasing the precept to help BVHMC.** After some discussion it was agreed to hold the meeting after the APM in May.
- 3.4. **Village grant allocation for year ended 31/3/06 (£1,750).** After some discussion it was agreed to give grants to the following: St. Michael's Church £900.00, Begbroke Playgroup £475.00, Begbroke Bowls Club £325.00 and Begbroke WI £30. It was noted that the WI did not write requesting a grant but asked their representative to make their request in person. All other groups given money did write.
- 3.5. **Playground: weekly inspections, barriers for overflow car park.** Clerk to get prices for signs requesting 10mph speed limit. The Council noted that the compost/rubbish area by the garage is very untidy and needs removing.

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The Council suggested that the VHMC hire a skip to remove this and replace it with a purpose built compost area.

- 3.6. **Road Issues – pedestrian crossing.** The Clerk reported that she had noticed a manhole cover had been removed along the hedgerow on the A44 southbound, Mr Gibbard offered to contact the Highways Authority about this. The cutting of the grass between Yarnton and Begbroke was discussed and Mr Gibbard agreed that the Council should get a price from Mr Prickett for the southbound side. Clerk to contact Mr Prickett.
- 3.7 **Footpaths. Begbroke Lane Autumn Cut/Encroachment.** Clerk to write to the Footpaths Officer requesting he look into the encroachment of the lane.
- 3.8 **New Parish Councillor.** The Council still requires one more Councillor but no one has shown any interest.
- 3.9 **OALC – National Salary Awards for Clerks April 2006.** The Clerks salary was agreed.
- 3.10 **Playing Field Newsletter Page 5 (from last month)** Clerk to write for more information.
- 3.11 **APM** The Clerk gave the Council dates when the hall would be free in May. The Council agreed on Monday 22nd May.

4. Report by County & District Councillors:

Mr Gibbard reported that the work on the Wolvercote via-duct would be starting in 2008 and would take approximately two years.

5. Planning:

Applications:

Decisions:

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 dwellings. Clerk to write to Mr Duxbury requesting the footpath is constructed as a matter of urgency.

6. Council Representatives:

- 6.1. A 44. No report.
- 6.2. BVHMC. Mr Roff reported that Sister Jane gave a donation to the VHMC. The cost of removing three trees is £940.
- 6.3. Airport Liaison Meeting.

7. Correspondence:

- 7.1. OCC. Affordable Housing brochure. Circulated.
- 7.2. OCC . Structure Plan 2016. Circulated.
- 7.3. CDC. Recycling Initiative. Circulated.
- 7.4. OPFA. Membership renewal £25.00 The Council agreed to pay this.
- 7.5. Chairman of Oxfordshire County Council. Invitation. Mrs Dresden to attend.
- 7.6. CAG Oxfordshire. Circulated.
- 7.7. CDC. Spring Clean April 06. Clerk to complete and send back.
- 7.8. OCC. Home2school newsletter. Circulated.
- 7.9. BVHMC. New kitchen. Noted.
- 7.10. CDC. Cherwell Local Development Framework: core strategy issues and options. Circulated.
- 7.11. Thames Valley Police. Review of opening hours for police stations. Circulated.
- 7.12. OCC. Minerals & Waste Development Framework. Circulated.
- 7.13. Mr Pullin, Treasurer Link Magazine, thank you for January Issue contribution. Noted.
- 7.14. Development Planning & Design Services. P/A at Oxford Airport. Circulated.

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- 7.15 CDC. 18 Fernhill Road – response to letter regarding size of extension. Circulated.
- 7.16 The Planning Inspectorate, 45 Fernhill Road. The Council were very disappointed with this decision.
- 7.17 Begbroke Bowls Club. Grant. See item 3.4
- 7.18 St. Michael's Church. Grant. See item 3.4
- 7.19 Mr Ball quote for water heater. See item 3.2

8. Financial Matters:

Balances as at the 25th February 2006

HSBC accounts

Current Account: £ 3,636.12 ✓
 Deposit Account: £ 7,000.00 ✓
 Transfer Required: £ 3,000.00 to deposit account ✓

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary February)	£322.92 ✓
OPFA (membership renewal)	25.00 ✓
Begbroke Bowls Club	325.00 ✓
Begbroke WI	50.00 ✓
Begbroke Playgroup	475.00 ✓
St Michael's Church	900.00 ✓

9. Any Other Business:

There was no other business discussed

10. Date of Next Meeting:

Tuesday 11th April 2006

Tuesday 2nd May 2006

Monday 22nd May 2006 APM

Signed *ADreedon*

Dated..... *11/4/06*

BEGBROKE PARISH COUNCIL

Clerk: Mrs H Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Oxford OX5 1RP

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MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 11th Day of APRIL 2006.

1. Present:

Mrs L. Dresden, Dr J. Durrant, Mr J. Roff, Mrs C. Trevelyan, Mr Malcolm Ryder, Mr M Gibbard District Councillor and Mr Perkin Chairman of the VHMC.

Apologies:

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

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 7th March 2006 were read and confirmed as a true record and signed by the Chairman Mrs L Dresden.

3. Matters Arising from the Minutes:

- 3.1. **Drainage problems in Begbroke Crescent.** The clerk confirmed she had received another e-mail from Jenny Elliot reporting that after discussions with Cherwell District Council, Thames Water are going to adopt the sewers in Begbroke Crescent. The Clerk will include this in the Link report.
- 3.2. **BVHMC – Business Plan/New Kitchen.** The Burco in the Kitchen has now been replaced. Mr Perkin the Chairman of the VHMC offered their thanks to the Council for financing the new kitchen. The Council asked Mr Roff as representative of the VHMC to check with Mr Webster that the new kitchen has been electrically tested.
- 3.3. **APM and Public meeting to discuss increasing the precept to help BVHMC.** After some discussion it was agreed to hold the meeting during the APM on the 22nd May. Mr Perkins reported his disappointment that the precept was not increased.
- 3.4. **Playground: weekly inspections, barriers for overflow car park.**
The Clerk confirmed she had contacted Route Signs for a price for a sign to read "Danger Children at Play Speed Limit 10mph" which would cost £65.47 excluding VAT. The Council agreed to purchase the new sign. Mr Roff who carried out the weekly inspections reported that the climbing frame requires painting, Clerk to contact Brian Knott and check if special paint is required. Mr Perkin reported that the VHMC will be hiring a skip to get rid of the rubbish but are concerned that residents are off-loading their rubbish onto the pile.
- 3.5. **Road Issues – pedestrian crossing/Grass Cutting A44.** The question of the flashing signs was discussed, Mr Gibbard will take this up with the Highways Dept on the Parish Council's behalf. The Clerk reported that the manhole cover in the verge southbound on the A44 has still not been fixed. Clerk not received quote from Mr Prickett yet. Yarnton has received quote of £280.00 per cut from their contractor.
- 3.6. **Footpaths. Begbroke Lane Autumn Cut/Encroachment.**
Acknowledgement letter received.
- 3.7. **New Parish Councillor.** The Council still requires one more Councillor but no one has shown any interest.

- 3.8 Playing Field Newsletter (Skate & Climb Mobile Unit)** The information received was circulated. Clerk to include this in the Link magazine asking those interested to contact her so that the Council can decide whether to pursue this further

4. Report by County & District Councillors:

Mr Gibbard reported that Cherwell District Council now has a new Chief Executive. He reported that he met Bob Duxbury (Chief Planning Officer), Linda Griffith (Planning) and Mrs Hastings (District & County Councillor) and the owners of Yarnton Garden Centre to discuss the enforcement order. After some compromises the enforcement will be withdrawn.

5. Planning:

Applications:

06/11558/LB – The Priory – alteration to existing gates.

Decision:

06/00019/F Half Way Service Station. Application was withdrawn.

06/00055/F 37 Woodstock Road West, first floor rear extension. Granted.

06/00136/F. 28 Woodstock Road East, two storey side extension. Granted.

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 dwellings. (footpath due for completion mid June)

6. Council Representatives:

- 6.1. A 44. The lorries have not been diverted off the A44 yet. The next meeting will be held in the Autumn.
- 6.2. BVHMC. Mr Roff reported that there had been a problem with the trip switch and a key to this needs to be available to those hiring the hall in case of emergency
- 6.3. Airport Liaison Meeting.

7. Correspondence:

- 7.1. CDC. Banbury & North Cherwell Site Allocations Document. Respond by 3rd May. Available on website www.cherwell-dc.gov.uk. Councillors to log onto web site and discuss next month
- 7.2. Society of Local Council Clerks, South East Conference. Noted.
- 7.3. WODC. Design Guide Supplementary Planning Document. Noted.
- 7.4. OCC. Begbroke Lane Encroachment acknowledgement letter. Noted.
- 7.5. OCC Highways. Acknowledgement letter. Noted.
- 7.6. BVHMC. New kitchen thank you letter. Noted.
- 7.7. CDC. Cherwell Banbury & North Cherwell Site Allocations Development Plan Document. (submit a site) www.cherwell-dc.gov.uk/planning/siteallocations.cfm.
- 7.8. OCC News March 06 / Guide to Oxfordshire Services. Circulated.
- 7.9. OCC Highways. New Agency Agreement. Noted. Clerk to apply for grass cutting grant
- 7.10. Victim Support. Thank you letter. Circulated.
- 7.11. The Local Channel information. Circulated.
- 7.12. CDC. Parish Manual Up-date CD rom. Noted.
- 7.13. CDC. Calendar of meetings. Noted.
- 7.14. CDC. Community Hall, Recreation & Sports Facilities Grants. 2006/7. Noted.
- 7.15. OALC. Gratuities & the New Taxation Regime for Pension Scheme after 6th April 06. Noted.

- 7.16. CDC. Monitoring the Ethical Framework. Clerk to return.
- 7.17. OCC. Oxfordshire Highways change of telephone number. Noted.
- 7.18. A44A – Agenda. Circulated.
- 7.19. CDC. Notice of Meeting (Standards Committee). Noted.
- 7.20. BVHMC – Invoice for hire of hall Jan- March 06. Agreed to pay
- 7.21. St Michael's Church. Thank you for grant. Circulated.
- 7.22. Defra. Clean neighbourhoods. Circulated.
- 7.23. BVHMC. Acknowledgement of letter re rubbish on play area. Noted.
- 7.24. Caring Matters Volume 14A. Circulated.
- 7.25. OCC. Review of Mobile Library Service. Clerk put copy on notice board.
- 7.26. CDC. Alteration to electoral register. Noted.
- 7.27. Banbury Civic Society. Cherwell Local Development Framework. Circulated.
- 7.28. Kidlington & District Information Centre. Information. Circulated.
- 7.29. ORCC. Newsletter and membership renewal. Council agreed to renew.
- 7.30. Childline Midlands & East Anglia – donation request. Circulated.
- 7.31. WODC. Skate & Climb Information. Circulated, Clerk to add to Link Report.
- 7.32. Bladon Parish Council – A34 Flyover. Circulated.
- 7.33. Sustrans. Cherwell Valley Cycle Route Signing. No objections.
- 7.34. OALC – county circular. Circulated
- 7.35. Allianz Cornhill – Insurance renewal. Clerk to confirm price of safety surfaces under climbing frame and swings and get new quote.
- 7.36. South East Plan Consultation. Noted.
- 7.37. CDC. Confirmation of 1st half of precept. Noted.
- 7.38. Begbroke Bowls Club, thank you for grant. Circulated.
- 7.39. Begbroke WI, thank you for grant. Circulated.
- 7.40. OCC Highways, response to our letter dated 19/3/06. Noted.
- 7.41. CDC. New footpath Springhill Road – due to be completed mid June.
- 7.42. Thames Valley Police – Community Policing Award 06. Noted.
- 7.43. Dr & Mrs Lay (e-mail) Re: Building in garden of 5 Fernhill Road. Mrs Dresden and Mr Roff declared an interest as neighbours. Clerk produced copy of a photograph she had received along with letter regarding the size of the building being erected. The Clerk confirmed she had forwarded the complete e-mail to Planning and read out the 3 replies she had received. She had been in regular contact with Mrs Hastings who suggested the Parish Council write to Mr Duxbury requesting a meeting on site with all County/District Councillors and the Chair and Clerk of the Parish Council to discuss this further. Clerk to send copies of correspondence to Mr Duxbury requesting a meeting.

8. Financial Matters:

Balances as at the 11th April 2006

Current Account: 2,590.28
 Less 1,901.03 outstanding cheques
 Available 689.25

Deposit Account: 13,354.75

Transfer required: None

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary March)	£322.92	✓
BVHMC (Hall Rent)	£ 22.50	✓

ORCC

£ 20.00

The Clerk reported that she had in error made out the transfer slip wrong so that the money was transferred from the current account. Due to this error two cheques were refused (Kitchen Installations and St Michael's Church). Mr Roff reported that he would like a new cheque made payable to St Michaels Church McCann Appeal Trust and a new cheque was issued to Kitchen Installations.) The Clerk reported that the Bank had kindly refunded all the charges and she apologised for the mistake.

9. Any Other Business:

- 9.1. Village Information. This was discussed and it was agreed that the Council would not renew this leaflet at this time as most of the information is located in the Residents Handbook 2006 Kidlington/Woodstock.
- 9.2. Notice Board by Post Office, Mr Perkin would like this resited. After discussion it was agreed that Mr Perkin could resite the notice board so long as it still faced into his shop entrance.

10. Date of Next Meeting:

Tuesday 2nd May 2006

Monday 22nd May 2006 APM

Tuesday 6th June 2006

Signed 

Dated..... 02.05.06

BEGBROKE PARISH COUNCIL

Clerk: Mrs H Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Oxford OX5 1RP

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 2nd Day of MAY 2006.

1. Present:

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

Apologies:

Mr Maurice Billington, County Councillor and Mr Mike Gibbard, District Councillor.

Appointment of Chairman

Mrs Dresden proposed and Mr Ryder seconded Dr Durrant for Chairman. Dr Durrant accepted the position.

Appointment of Vice Chairman

Dr Durrant proposed and Mr Roff seconded Mrs Dresden for Vice Chairman. Mrs Dresden accepted the position.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 11th April 2006 were read and confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3. Matters arising from the Minutes:

- 3.1. **Drainage problems in Begbroke Crescent.** The Parish Council were surprised to hear that Thames Water had not informed the residents directly of the adoption. Clerk to chase Thames Water on the adoption of Willow Way.
- 3.2. **BVHMC – Business Plan/New Kitchen.** The Parish Council were alarmed to read in the Link about the recent vandalism. The Clerk reported that she had spoken to CDC who confirmed that the new kitchen did not require an electrical test because all the appliances were new, but they would require one once the appliances are a year old. The Parish Council were not happy with this and Clerk to write to CDC to get written confirmation.
- 3.3. **APM and Public meeting to discuss increasing the precept to help BVHMC.** Clerk confirmed she had booked the hall but would double check. Dr Durrant, Mrs Dresden & the Clerk would discuss the best way to start the discussion on the proposal to raise the precept to raise funds for the village hall and how best to gauge the public's views.
- 3.4. **Playground: weekly inspections, barriers for overflow car park.** The Council discussed the notice board by the bowling green at the entrance to the overflow car park, which is in a poor state of repair. It was agreed that the Clerk should write to the VHMC requesting they either repair or remove it completely. There is a loose bolt on the seat by the road Clerk to ask Brian Knott to repair this. Clerk and Mrs Dresden to check swing seat. Mrs Dresden to carry out playground inspections.
- 3.5. **Road Issues – pedestrian crossing/Grass Cutting A44.** The Clerk reported that the open manhole in the grass verge southbound on the A44 still has not been fixed. She also confirmed that she had sent photographs to CDC

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showing the damaged manhole in Springhill Road. The Clerk reported that Sarah Metcalf a resident of the Coach House Mews had reported she had ordered a road sign to read "Coach House Mews" from OCC and this would be erected on the verge by the entrance. She also complained about the condition of the grass verge outside the Coach House Mews. Mrs Dresden and the Clerk had a look at this before the meeting and confirmed that the grass requires cutting. Clerk to contact Mr Prickett the grass cutting contractor and at the same time chase him for the quote for the grass cutting between Begbroke and Yarnton. Clerk to apply for grant for grass cutting.

- 3.6. **Footpaths. Begbroke Lane Autumn Cut/Encroachment.** Nothing to report.
- 3.7 **New Parish Councillor.** Item 7.20 was noted and this will be discussed next month once the APM is over.
- 3.8 **Playing Field Newsletter (Skate & Climb Mobile Unit).** This will be discussed next month and Clerk to include it in any other business on the Agenda for the APM.

4. Report by County & District Councillors:

Mrs Hastings reported that she is meeting the Queen on Sunday at the Heritage Centre at Oxford Prison. She also discussed the illegal pharmacy at Sainburys' and gave the Council a copy of the information she had.

5. Planning:

Applications:

06/00626/F, 16 Fernhill Road. First floor side and single storey rear extensions.

06/00656/F, 6 Foxglove Road, erection of 1m high fence adjacent highways

Decision:

06/00163/F. 25 Fernhill Road, Single storey front extension. Granted

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 dwellings. (footpath due for completion mid June) Clerk confirmed she had received a telephone call from Craig Mitchell of Chopping Partnership who confirmed they had had problems with the Highways losing their plans of the footpath but confirmed they hoped to have the footpath completed by mid June.

6. Council Representatives:

- 6.1. A 44. No report
- 6.2. BVHMC. Mr Roff gave a brief report.
- 6.3. Airport Liaison Meeting. Mr Ryder reported that an aircraft flew low over the village on the 24th April but he did not report it. Dr Durrant asked him to ring and make a complaint.

7. Correspondence:

- 7.1. Shaw & Sons Ltd. Invoice for new Receipts & Payment Book £57.46 Council agreed this invoice for payment.
- 7.2. The Playing Field Newsletter. Circulated.
- 7.3. CDC. Seniors Group Newsletter. Circulated.
- 7.4. OCC. Road Safety News. Circulated
- 7.5. Glasdon UK News sheet. Noted.
- 7.6. CDC. Standards Committee – 23 March 2006. Circulated.
- 7.7. OCC News, Oxfordshire Magazine. Circulated.
- 7.8. CDC Revised Calendar of meetings. Noted.

- 7.9. Mr Millin (Parish Council vacancy) see item 3.7
- 7.10. OCC. Funding for transport schemes in 2006-2011. Circulated.
- 7.11. OPFA. Receipt for membership renewal. Noted.
- 7.12. OCC. Chill out fund. Circulated.
- 7.13. Mike Gibbard. Apologies/Road issues. Noted.
- 7.14. Mrs H Pfander. Bus passes. Clerk to write to Barry Wood and Barry Norton leaders of Cherwell and West Oxfordshire DC.
- 7.15. CDC. Environment Forum – water. Noted.
- 7.16. WODC. Draft statement of community involvement. Circulated.
- 7.17. Mrs Hutton. Planning application 6 Foxglove Road. Circulated.
- 7.18. CDC. Youth spotlight newsletter. Circulated.

8. Financial Matters:

Balances as at the 28th April 2006

Current Account: £718.83 less o/s cheques of £51.50 = £667.33

Deposit Account: £13,354.75

Transfer required: £1,800

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary April)	£332.42
Shaw & Sons Ltd (7.1)	£ 57.46
Mrs H Hastings (Clerks Expenses)	£244.33

Clerk confirmed she had asked for revised insurance quote from Allianz & Cornhill to include safety surfaces, e-mail quote of £1,248.60 received - Council agreed this should be paid if the renewal notice arrives before next meeting as it is due on the 1st June.

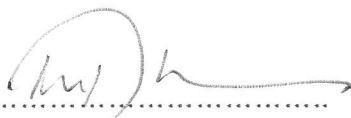
9. Any Other Business:

- 9.1. Dog Litter Bins. The Clerk was asked to invite the Dog Warden to the next Parish Council meeting to discuss dog bins and fining those who allow their dogs to foul the footpaths and public places.
- 9.2. Literature Holders. Clerk circulated the information she had received – this will be discussed next month.

10. Date of Next Meeting:

Tuesday 6th June 2006

Signed



Dated.....

06.06.06

BEGBROKE PARISH COUNCIL

Clerk: Mrs H Hastings
Tel: 01865 375736

4 Fernhill Road
Begbroke
Oxford OX5 1RP

MINUTES OF A MEETING OF BEGBROKE PARISH COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY the 6th Day of JUNE 2006.

1. Present:

Dr J. Durrant, Mr J. Roff, Mrs C. Trevellyan, Mr M Ryder, Mrs Maureen Hastings District & County Councillor, Mr Maurice Billington County Councillor.

Apologies:

Mrs L Dresden and Mr Mike Gibbard, District Councillor.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 2nd May 2006 were read and confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3. Matters arising from the Minutes:

- 3.1. Dog Litter Bins/PC imposing fines.** The Dog Warden Neil Greenway was unable to make this meeting he has confirmed he will be at the July meeting.
- 3.2. APM/Public Meeting (Link report design reply slip for increasing precept).** Items 7.35 and 7.42 and were read out. The Council agreed to send Mr Webster a copy of both the Council's report and Mrs Maureen Hastings report from the APM. After the decision at the APM to issue a questionnaire to be delivered to all houses in the parish, the Clerk produced a draft questionnaire which was agreed, and Mr Ryder volunteered to photocopy this and number each questionnaire so that duplicates cannot be made. The Parish Council wish to thank Mr Lloyd for volunteering his Link distributors to deliver these when they deliver the June Link. Dr Durrent read out an article from the OALC on Parish Councils raising the precept to help Village Halls. The kitchen was discussed and the Council asked the Clerk to check with Mr Ball if an electrical test certificate is required for the new water heater. Mrs Trevellyan reported that when the Burco was used at the last coffee morning they found that once they had drawn some of the hot water from the Burco, it automatically re-filled and therefore the next water drawn was not hot enough. The question of the Village Hall obtaining grants from other sources was discussed, and the Clerk confirmed that Cherwell District Council would give grants if other bodies such as the Parish Council were also giving grants for the same project and produced the grant form to show this. Mr Roff asked for a copy of the form to show the Village Hall Committee. Clerk to write to the Village Hall suggesting they obtain three quotes for one of their projects, apply for a grant from Cherwell DC and then come back to the Parish Council with details of their own funds available. The Parish Council will then consider funding the difference between the grant from Cherwell DC and the Village Hall contribution.
- 3.3. Skate and Climb Mobile facility.** The Clerk reported that she had received one phone call from an interested parent. The Council were disappointed with the lack of response. It was noted that the facility requires hard standing the

size of a tennis court, Clerk to write to Solid State Logic to see if they would be prepared to let this be set up on their car park if there are any free dates.

- 3.4 Drainage Problems.** The Clerk confirmed she had e-mailed the Thames Water representative about the adoption of Willow Way and that Ms Elliott had confirmed that they were looking into this.
- 3.5 Playground: weekly inspections, sign for overflow car park/ grant for rocking horse.** Clerk confirmed she had not heard anything further regarding the grant application for repairs to the rocking horse. The sign has arrived but it requires a larger post, she is looking into this.
- 3.6 Road Issues – pedestrian crossing/ grass cutting southbound A44.** The Clerk reported that the manhole on the A44 has still not been repaired and that she was chasing this. She also confirmed that she had reported a pot hole in Begbroke Crescent which was reported to her by a resident.
- 3.7 Footpaths. Encroachment.** Dr Durrant reported that she had heard that the owners of Orchard House are moving and suggested that the Parish Council write to the owners and Estate Agents confirming details of the footpath. The Clerk asked Dr Durrant to Declare an Interest which she did and Mr Roff, as Warden to St Michael's Church also declared an interest. Dr Durrant to prepare draft letter for next meeting.
- 3.8 New Parish Councillor.** Clerk to check procedures.
- 3.9 Literature holders for Village Hall.** The Information circulated last month was discussed and it was unanimously agreed that the Deluxe Combination Magazine and Pamphlet Rack item code GU56050 would be the most suitable. Clerk to write to the Village Hall requesting permission to install one in the hallway.
- 3.10 Confirm Parish Council standing orders.** Next month.

4. Report by County & District Councillors:

Mrs Hastings reported that she had received several complaints regarding the planning application for ILS at the Airport. The Pharmacy at Sainsburys is now legal. She confirmed that the new Chief Executive, Mary Harpley is coming to Yarnton and Begbroke to meet both Mike Gibbard and herself but the date is still to be agreed. Maurice Billington reported that he is now on e-mail and that the estimates for the Kidlington Sport Centre improvements are coming in. The illegal notice put up by Sainsburys on the Kidlington roundabout have now been taken down.

5. Planning:

Applications:

06/00747/F. Oxford Airport - ILS system. Maurice Billington will let the Council know when this is going to Committee.

06/00626/F 16 Fernhill Road, amended plans for information – no comments required.

Decision:

06/00558/LB The Priory, alteration to gates. Granted.

06/00557/LF The Priory, alteration to gates. Granted.

06/00626/F 16 Fernhill Road, two storey side & single storey extension. Granted.

06/00565/F 6 Foxglove Road, 1m high fence. Refused

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 dwellings. (footpath due for completion mid June) The Council noted this work has not been started, Clerk to write to Bob Duxbury and the enforcement officer asking them to ensure this work is carried out.

6. Council Representatives:

- 6.1. A 44. No report
- 6.2. BVHMC. Mr Roff gave a brief report.
- 6.3. Airport Liaison Meeting. Mrs Dresden requested copies of the flight path. The Airport intend to put up a bund to stop noise when engine testing.

7. Correspondence:

- 7.1. Sister at Begbroke – invitation to Commemoration Day – Wed 28 June 11am. Noted.
- 7.2. CDC. Free energy saving light bulbs. On notice board also give copy to Jenny Ball to read out at next coffee morning.
- 7.3. Glasdon UK – literature. Noted.
- 7.4. Thames Valley Police – Community Policy Awards. Noted.
- 7.5. OCC – Post Office Account Cards. (PC to write ?) / Newsletter. The Council unanimously agreed to write and support the County Council.
- 7.6. CDC – exposed drain – Springhill Road. This has been repaired.
- 7.7. CDC – Standards Committee, minutes. Circulated.
- 7.8. Chipping Norton Theatre – programme. Circulated.
- 7.9. Society of Local Council Clerks – Regional one day conference. Noted.
- 7.10. Nicholson Nurseries – Invoice. The Council unanimously agreed to pay this.
- 7.11. Allianz & Cornhill – amended insurance premium. Noted. Clerk paid the premium as agreed last month.
- 7.12. BDO Stoy Hayward LLP – Spring briefing. Noted.
- 7.13. Office of the Deputy Prime Minister – Local Authority Byelaws in England. Circulated.
- 7.14. Mr & Mrs Smith. 23 Fernhill Road – copy of letter sent to CDC planing Dept re planning permission granted on No. 25. Mr Ryder declared an interest. The Council noted the comments in the letter but unfortunately this is a planning decision beyond their control.
- 7.15. Shaw & Sons Ltd – remittance advice – cheque sent last month.
- 7.16. CDC – Legal Services for Town & Parish Councils. Noted.
- 7.17. Wickstead Leisure – quote for repairs to rocking horse (grant application sent to CDC enclosed for information)
- 7.18. Mr & Mrs Pullen. Increasing the precept. Noted.
- 7.19. Mr Ball – invoice for water heater in VH kitchen £235.00. The Council unanimously agreed to pay this.
- 7.20. RoSPA – confirmation of order for playground inspection. Noted.
- 7.21. Free Energy Saving Light bulbs. Copy of letter on notice board.
- 7.22. Route Signs Ltd – Invoice for sign plate £76.92 inc VAT. The Council unanimously agreed to pay this.
- 7.23. OCC – Community Rights of Way Improvement Plan/Annual Report. Circulated.
- 7.24. OCC – Bus Strategy – local plan 2006-11. Circulated.
- 7.24. OCC – Parish Grass Cutting Grant 2006. Clerk to apply for grant.
- 7.25. Mr & Mrs Ball. Increasing the precept to help VHMC. Noted.
- 7.26. CDC – Dog Warden – confirmation attending meeting. Noted.
- 7.27. BDO Stoy Hayward LLP – Annual Audit. Noted.
- 7.28. Glasdon UK – Information. Noted.
- 7.29. The Play Service. Information. Noted.
- 7.30. Oxford Green Belt Network. Annual Subscription £15.00. The Council unanimously agreed to pay this.
- 7.31. OALC. Annual Subscription. £131.96. The Council unanimously agreed to pay this.

- 7.32 CDC. Change to register of electors. Noted.
- 7.33 Sustrans – Cherwell Valley Circular Ride – Saturday 17th June. Noted.
- 7.34 Charter 88. Circulated.
- 7.35 OCC. Fire Authority's action plan. Circulated.
- 7.36 John Webster. Response to APM. See item 3.2
- 7.37 Breast Cancer Care. Ribbon Walk details – Blenheim Palace 10th June. Noted.
- 7.38 OCC Highways, acknowledgement ref no. 84441. / Ref 85432. Noted.
- 7.39 HM Customs & Excise. Confirmation of VAT repayment. Noted.
- 7.40 PlayPro. Information. Noted.
- 7.41 OALC information/new Local Council Administration Book/Playground Road Show/ OALC & ORCC. Mr Ryder and Clerk to attend the Playground Road Show at a cost of £40.00. The Council agreed to purchase the new Arnold-Baker book.
- 7.42 Mrs Maureen Hastings, Increasing the precept. See item 3.2

8. Financial Matters:

Balances as at the 5th June 2006

Current Account: £ 4,415.92

Deposit Account: £10,354.75

Transfer required: £ None

The following accounts are presented for payment:

Mrs H. Hastings (Clerks May)	332.42 ✓
Nicholson Nurseries	528.75 ✓
C Ball (7.19)	235.00 ✓
Route Signs (7.22)	76.92 ✓
Oxford Green Belt (7.29)	15.00 ✓
OALC (7.30)	131.96 ✓
OPFA ((7.40)	40.00 ✓

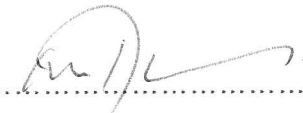
9. Any Other Business:

- 9.1. **September Meeting.** It was noted that the Clerk will be unable to attend the September meeting due to holiday and the Chairman will also be away. It was agreed not to hold a meeting in September unless anything urgent is received. Notification of this to be included in the Link report.

10. Date of Next Meeting:

Tuesday 4th July 2006

Tuesday 1st August 2006

Signed 

Dated... 04.07.06