

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 4th Day of JULY 2006.

1. Present:

Dr J. Durrant, Mr J. Roff, Mrs C. Trevellyan, Mrs E. Dresden, Mr M. Gibbard, District Councillor, Mr Neil Greenway, Cherwell District Council's Dog Warden and Mr P. Cadd, local resident.

Apologies:

Mr Malcolm Ryder, Mrs M. Hastings and Mr M. Billington.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 6TH June 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.** Dr Durrant welcomed Mr Neil Greenway, the Cherwell District Council's Dog Warden. Mr Greenway reported that he could sell the '55 dog bin' for £210 each excluding stand and fitting but confirmed there are cheaper options available and recommended the Council look at on the internet where they are as low as £60 each. He recommended that should they purchase a metal bin that holes are drilled in the bottom to prevent rusting and reported that plastic bins burn easily. He had driven around the village before the meeting and suggested the Parish Council consider purchasing three bins, one by the Post Office, one in St. Michael's Lane and one in Fernhill Road. He confirmed that the bins do not smell and that free dog bags are available from the local Post Office. He reported the cost of emptying each bin is £1.19 per visit plus 10% office charge plus VAT. They generally empty the bins between April and September twice weekly and once a week in the winter. They are reasonably flexible and should a bin need emptying before the due date they will do there best to empty it earlier. He suggested the Council consult the local residents and should the Council decide to proceed with the installation of the bins they should contact him giving details of site locations. It was suggested that this should be reported in the next Link and also to report that he will be patrolling the village on a regular basis to deter dog fouling on the pavement. When asked, he confirmed that the dog waste is sent to Ardley tip. Clerk to check on internet for prices. The Council asked about the new Dog Fine Scheme, which will involve issuing tickets to those owners of dog who foul the pavement. He reported that this is so new he was unsure exactly how it would work but he would send information on the dog bins. The Council thanked Mr Greenway for attending meeting and apologised for the noise caused by a band practising in the hall. The Clerk to write to the VHMC complaining about the hall being let to such a noisy group when they are holding their meetings in the lounge.

- 3.2. Skate and Climb Mobile facility.** The Clerk confirmed she had not contacted Solid State Logic about using their car park, because she thought it would only be available at the weekends when they were not working. She has e-mailed the organisers of the Skate & Climb asking if it is available at the weekend and if so what dates are free, but she has only received an out of office response to date. She will chase this up
- 3.3. Drainage Problems.** The Clerk read out the response from Thames Water confirming they would not adopt the sewers in Willow Way. The Council asked her to respond asking why they will not adopt these sewers.
- 3.5 Playground: weekly inspections, sign for overflow car park/ grant for rocking horse.** Mrs Trevellyan will be carrying out the weekly inspections and she will look for the missing bin top whilst carrying out the inspections.
- 3.6 Road Issues – pedestrian crossing/ grass cutting southbound A44.** The Clerk confirmed she has written to OCC requesting the grass cutting grant and has written to Mr Pricket asking him to confirm he has Public Liability to the value of £5,000,000 as requested by the Highways Office.
- 3.7 Footpaths. Encroachment.** Clerk confirmed she had heard nothing further from the Footpaths Officer regarding the encroachment and will chase this.
- 3.8 New Parish Councillor.** As the Clerk could not find anything definite in the Local Council Administration book she contacted the OALC for advice. They could find no evidence to suggest that a Council have to co-opt anyone who applies to join the Council if that person does not fit the required criteria. The Parish Council would like a younger person to join the Council to give a young persons' view as the majority of the present Council are of retirement age.
- 3.9 Literature holders for Village Hall.** The Clerk confirmed she had written to the VPMC enclosing a copy of the page showing the holder the Council wish to purchase, asking for permission to install this in the hall.
- 3.10 Confirm Parish Council standing orders.** The standing orders were agreed.

4. Report by County & District Councillors:

The Clerk circulated a report sent by Mr Billington.

Mrs Hastings reported to the Clerk that the planning application submitted by the Aiport was granted. Unfortunately she was not allowed to speak or submit evidence to the Committee.

Mr Gibbard reported that the Section 106 Agreement limits the size and number of movements allowed. He also reported that the Horton Hospital is reducing their services and he recommends keeping an eye on the ambulance service in Langford Lane.

5. Planning:

Applications:

06/01045/GD. HM Prison Service Evenlode Crescent. Erection of steel training tower. Mrs Trevellyan has looked at this application and has contacted the Prison Service. She is to visit the site tomorrow to get further information. They reported the application has nothing to do with Campsfield and is for prison service training only.

Decision:

Conditions of Planning:

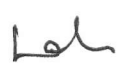
04/00720/F – Conversion of Coach House into 5 dwellings. The Clerk reported she has been in contact with the planning officer, Linda Burt, who is dealing with this and who reported that the developers are having problems with the gas supply, what the problem was she did not know. The Clerk will chase this up again after the 7th July if work has not started.



6. Council Representatives:

- 6.1. A 44. No report
- 6.2. BVHMC. Mr Roff gave a brief report.
- 6.3. Airport Liaison Meeting. Clerk confirmed she has not received copies of the flight path requested by Mrs Dresden at the last Liaison Meeting.

7. Correspondence:

- 7.1. OCC. Temporary Road Closure – Notice. (Clerk rang Highways Dept before this was posted to ask for details after signage appeared on A44 and included information in Link report.) Noted.
 - 7.2. CDC. Cherwell Countryside Forum, Tuesday 18th July 10am – 3.30pm and Landscape Conservation Grant 06/7 information. Noted.
 - 7.3. OCC. Local Transport Plan 06-11. Circulated.
 - 7.4. BDO Stoy Hayward LLP. Annual Audit. Clerk reported she will be away when the records are to be available, she requested the Council ask BDO Stoy Hayward if the dates of the audit can be changed to accommodate this. They agreed. Clerk to request this in writing.
 - 7.5. OCC – Road closure amendment. Noted.
 - 7.6. OCC. Home2school newsletter. Circulated.
 - 7.7. Kidlington PC. Bus Shelter. See 7.8
 - 7.8. Kidlington PC. Bus shelter prices. The Council are not prepared to enter into any agreement. They do feel the bus stops by the Langford Lane traffic lights are used frequently enough to warrant this type of bus shelter and cost. They are concerned if bus shelters were erected they would be prone to vandalism being so far from residential houses. They felt this was an extraordinary request. 
 - 7.9. Oxford Inspires. Festival of special events. Circulated
 - 7.10. BVHMC. Public Liability Insurance for playground / Notice board by bowling green. Clerk confirmed Council have the necessary public liability insurance.
 - 7.11. CDC. Standards Committee – dispensation. Circulated.
 - 7.12. Thames Valley Police – CDC/Local Police Area Neighbourhood management newsletter. Circulated.
 - 7.13. OCC. May drought report. Circulated.
 - 7.14. CCC. Waste Strategy Public Engagement. – feedback 9th July. The Council felt this was for individuals to respond.
 - 7.15. CDC. Enhancement to concessionary travel scheme. Noted.
 - 7.16. University of Oxford. Further representation to the s.e. plan. (Tony Del Nevo is attending Yarnton PC meeting on Wednesday 12th July, Village Hall 7pm. Mr Roff and Mrs Trevelyan to attend.
 - 7.17. OCC. Scrunity Annual Report 2005/6. Circulated.
 - 7.18. Mr & Mrs Oldfield return of precept form. All forms are being logged by Clerk, who confirmed she had received a large number already.
 - 7.19. CDC. Banbury North Development Framework. Noted.
 - 7.20. CAG newsletter. Circulated.
 - 7.22. OCC Minerals & Waste Development Framework. Circulated, Councillors to make comments and discuss next month
 - 7.23. Oxford Green Belt Network. Noted.
 - 7.24. CDC. Electric blanket testing – notice on notice board.
 - 7.25. OCC – Clerk contact details. Noted.
 - 7.26. Bladon PC. Wolvercote Viaduct Replacement Scheme. Mr Gibbard confirmed there would be no problem with congestion whilst this work is carried out.
 - 7.27. CDC. 2006/7 Seniors Directory. Circulated.
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- 7.28 David Cameron – copy of letter he received from Mary Harpley Chief Executive CDC re airport planning application. Noted.
7.29 Mike Gibbard – copy of letter to Mr Millin. Noted.

8. Financial Matters:

Balances as at the 5th June 2006

Current Account: £ 13,462.83 less o/s cheques £2,955.87

Deposit Account: £10,354.75

Transfer required: £ None

The following accounts are presented for payment:

Mrs H. Hastings (Clerks June)

332.42 ✓

Mrs H. Hastings (Clerks expenses)

145.97 ✓

9. Any Other Business:

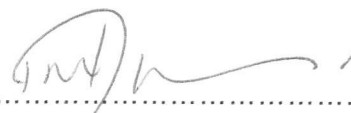
- 9.1 Bollard by Post Office. The Clerk reported that the bollard outside the post office has been knocked down again. She will write to the Highways Dept requesting they re-concrete this.

10. Date of Next Meeting:

Tuesday 1st August 2006.

No Meeting in September

Tuesday 3rd October 2006

Signed 

Dated 01.08.06



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 1st Day of AUGUST 2006.

1. Present:

Dr J. Durrant, Mr J. Roff, Mrs E. Dresden, Mr M. Ryder

Apologies:

Mrs C. Trevellyan, Mrs M. Hastings, Mr M. Billington and Mr M. Gibbard.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 4TH July 2006 were read and confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3. Declaration of Interest.

Dr J. Durrant and Mr J. Roff declared an interest under item 10.1

4. Matters arising from the Minutes:

- 4.1 **Dog Litter Bins.** The Clerk confirmed she had received some information and prices on dog litter bins and these were circulated.
- 4.2. **Skate and Climb Mobile facility.** The Clerk confirmed she had spoken to Russell Pratt at West Oxfordshire District Council, They do offer weekend hire but this is booked up for this current year. The Clerk suggested the Council look at dates for next summer and the two facilities can be hired for half a day separately and do not need to be booked together. The Clerk will contact Solid State Logic to see if they would allow the skatepark to be erected on their car park for half a day next summer and the VHM for permission to use the field for the climbing wall.
- 4.3. **Drainage Problems.** The Clerk confirmed she had contacted Thames Water via e-mail but had not received a response.
- 4.4. **Playground: weekly inspections, sign for overflow car park/ grant for rocking horse.** The Clerk confirmed she had received the grant acceptance form from CDC. Mr Ryder and the Clerk gave details of the workshop they attended and requested that a rubber hammer be purchased to check equipment with as recommended by the PFA. This was agreed. Mrs Trevellyan carried out the weekly inspections. She reported that the hedge onto Begbroke Lane has been broken down for easy access. The red bin needs attention, Clerk will check as Mrs Trevellyan was not at meeting. Clerk produced new Inspections Report to include a risk assessment section and will add time and weather conditions to the form. She also gave the Councillors details of the Parish Council's insurance company as recommended by the PFA at the workshop. Mr Ryder will arrange a date and time with the other Councillor to go through the correct procedure for checking the equipment as recommended by the PFA. Whilst discussing risk assessment the Councillors raised concern about the overflow car park and who is responsible for the risk assessment when the overflow car park is in use. Clerk to write to



VHMC raising their concern. The Clerk confirmed she is still trying to get a new post for the speed limit sign and will chase this up.

- 4.5. **Road Issues – pedestrian crossing/ grass cutting southbound A44.** The Council noted that the temporary 10mph signs are still on the slip road left from the re-surfacing work. Clerk to remind Highways Dept. The Council are not happy with the white restriction lines on the south bound carriageway leading to the roundabout as it is now more difficult to gain access onto the A44 from the exit lane. Clerk to write to the Highways asking why the Parish Council were not consulted before the work was carried out. The Clerk had circulated the letter from Bladon Parish Council as they requested that the Council re-consider their decision not to support their campaign for a A40/A35 link. The Council discussed this and unanimously agreed not to support this campaign as they could not see how a link could be made. Clerk to write informing Bladon PC of their decision. Clerk confirmed she had received evidence of Mr Prickett's Public Liability Insurance see 8.7.
- 4.6. **Footpaths. Encroachment.** Item 8.43 was read out. None of the Councillors had any knowledge of any raised banks of soil, Clerk to write back.
- 4.7. **New Parish Councillor.** Clerk to re-advertise in the Link.
- 4.8. **Literature holders for Village Hall.** The Council were pleased to note that the Village Hall had no objections and the Clerk will order the holders and liaise with John Webster on positioning them as requested.
- 4.9. **Minerals and Waste Development Framework** (circulated last month) The Council felt they did not have the expertise to comment.
- 4.10 **Annual Audit.** The Annual Return was agreed and signed by the Chairman and Responsible Financial Officer.

5. Report by County & District Councillors:

Mr Gibbards letter was read out.

6. Planning:

Applications:

06/01246/F – 5 Fernhill Road. Rear extension and alteration to raise the roof. Clerk confirmed that Mr Duxbury had been to look at the site as requested.

Decision:

06/00747/F. Oxford Airport ILS. Granted. The Council were disappointed with this decision.

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 dwellings. Dr Durrant reported that the footpath was almost complete and did appear to be slowing down the traffic.

7. Council Representatives:

- 7.1. A 44. No report
- 7.2 BVHMC. Mr Roff gave a brief report.

8. Correspondence:

- 8.1. BVHMC – Last meeting and magazine rack. See item 4.8
 - 8.2. The Lido Swimming Pool, Chipping Norton – notice on board
 - 8.3. CDC. DPD consultation deadline extended. Noted.
 - 8.4. OCC. Newsletter. Circulated.
 - 8.5. CDC. Dog fouling bins (Neil Greenway) Noted.
 - 8.6. DTI. Reply to our letter supporting post offices. Noted.
 - 8.7. Mr Prickett – public liability. See 4.5.
 - 8.8. Mrs Sliwa. Grass cutting. See 4.5
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- 8.9. CDC. Planning Application 06/00747/F. Oxford Airport notice of approval of application. Noted.
- 8.10. CDC. Two minute silence Fri 7th July (London Bombings) Noted.
- 8.11. Oxford Preservation Trust – Annual Report. Circulated.
- 8.12. Wickstead Leisure – new product. Noted.
- 8.13. Mr & Mrs Dresden – copy of letter to planning re 5 Fernhill Road. Noted.
- 8.14. Dr & Mrs Lay – copy of letter to planning re 5 Fernhill Road. (via e-mail with photographs) Noted
- 8.15. Mr J Robertson – copy of letter to planning re 5 Fernhill Road (with photographs) Noted.
- 8.16. CDC. Grant application for rocking horse acceptance. Clerk to return.
- 8.17. CDC. Consultation of planning documents. Circulated
- 8.18. Citizens Advice Bureau. Information. Circulated.
- 8.19. BDO Stoy Hayward LLP. Change of date for audit due to Clerks holiday. Noted.
- 8.20. Glasdon UK. Dog litter bin information. Circulated.
- 8.21. Chipping Norton Theatre. Information. Circulated.
- 8.22. Alliances Cornhill – Policy document.
- 8.23. OPFA. Confirmation of roadshow booking. Noted.
- 8.24. CDC. Review of village categorisation/hierarchy. Completed at meeting.
- 8.25. CDC. Standards Committee – notice of meeting. Noted
- 8.26. OCC. Home Support Workers – recruitment advertising campaign. On notice board.
- 8.27. Thames Valley Police – family open day 12th August. On notice board.
- 8.28. OCC. Temp road closure. Noted.
- 8.29. OCC. Our choice, their future. School travel survey details. This was discussed it was suggested that the cycle track be improved to extend to the Marlborough School. Clerk to write.
- 8.30. CDC. Banbury & North Cherwell site allocations development plan. Noted.
- 8.31. Keep The Horton General Committee. Requesting support. Quick response required. Clerk to write in support.
- 8.32. Environplas – dog bin information. Circulated.
- 8.33. The Playing Field. Circulated.
- 8.34. Neptune – dog bin information. Circulated.
- 8.35. Glasdon UK – dog bin information. Circulated.
- 8.36. OCC. Definite map and statement of public rights of way for Oxfordshire. Noted.
- 8.37. OCC. Trading Standards. Noted.
- 8.38. Wybone – dog bin information. Circulated.
- 8.39. Mrs H Hastings. Clerks resignation. Dr Durrant reported that she was sad to receive the resignation. Mrs Hastings has been Clerk to 13 years. An advert for a replacement clerk to be put in the Link. Dr Durrant as Chairman thanked Mrs Hastings for all her work.
- 8.40. CDC, Seniors Group Newsletter. Clerk to ask Jenny Ball to pass on the information at the next coffee morning.
- 8.41. Society of Local Council Clerks. Noted. Might be useful for next Clerk.
- 8.42. Mike Gibbard – apologies. Mr Roff reported that Mrs Trevellyan and he both attended the last Yarnton PC meeting as requested but that Mr Tim Del Nevo was not there. Council all agreed this was the date given by Mr Gibbard at the last meeting. Clerk to contact Peter Luke the Yarnton Clerk to check date Mr Del Nevo will be attending their meeting.
- 8.43. OCC – footpath. See item 4.6.



9. Financial Matters:

Balances as at the 5th July 2006

Current Account: £ 3,489.06

Deposit Account: £10,400.58

Transfer required: £ None

The following accounts are presented for payment:

Mrs H. Hastings (Clerks July)

332.42 ✓

10. Any Other Business:

10.1 Footpath by Church. Dr Durrant reported that the owners of the Orchard House are moving and urged the Council to write requesting the gates be moved back prior to 1998 when they were erected. Both Dr Durrant (as a neighbour) and Mr Roff (as Church Warden) declared an interest. Mrs Dresden as Vice Chair and the Clerk will prepare a letter.

11 Date of Next Meeting:

No Meeting in September

Tuesday 3rd October 2006

Signed 

Dated 07.11.06

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 3RD DAY OF OCTOBER 2006.

1. Present:

Dr J Durrant, Mr J. Roff, Mrs C. Trevelyan and Mr M. Gibbard

Apologies:

Mrs L. Dresden and Mrs M. Hastings.

2. Read and Confirm Minutes of Last Meeting.

2.1. The minutes of the meeting held on Tuesday 1st August 2006 were read but not confirmed as a true record as there was not a quorum present. The minutes to be signed next month.

3. Declaration of Interest. Declaration of Interest.

3.1. None declared

4. Matters Arising from the Minutes.

4.1 Dog Litter Bins. Clerk to compare prices.

4.2 Skate and Climb Mobile facility. To be discussed next month, agreement from VPMC received.

4.3 Drainage Problems . The Clerk confirmed she had contacted Thames Water via e-mail but had not received a response.

4.4 Playground. weekly inspections, sign overflow c/p, repair to rocking horse/replacement litter bin. Clerk to write to VPMC regarding the graffiti on the bungalow wall. This is not the responsibility of the Parish Council as they are only responsible for the play equipment. It was suggested that the shrubbery be extended. Clerk to order a new pick up stick. Clerk confirmed that she can get a new sign post but a hole 1m deep will need to be dug, Clerk to ask Brian Knott to do this and at the same time look at the ball pole which is damaged.

4.5 Road Issues. pedestrian crossing. The new white lines north of the roundabout on the southbound carriageway were discussed. The Council did not ask for these to be done but had not received any detrimental comments from local residents so agreed not to take any action.

4.6 Footpaths. encroachment. Items 8.15 and 8.22 were read out.

4.7 New Parish Councillor. No interest has been received.

4.8 Literature holder for Village Hall. Clerk to order this.

4.9 Annual Audit. The Audit return has been sent.

4.10 New Parish Clerk. One application has been received but as there was not a full council present it was agreed to leave this until next month so that all Councillors have an opportunity to look at the CV.

4.11 Bus Shelter Roof – repair. The Clerk reported that the bus shelter on the A44 East required attention. The Council agreed to ask Brian Knott to repair this as soon as possible.



5. Report from County/District Councillor.

Mr Gibbard reported that he had attended a meeting with the Planning Officer at No. 5 Fernhill Road to discuss the planning application which was recently refused.

6. Planning.

Applications:

06/01720/F. 12 Begbroke Lane, first floor rear extension.

06/01662/F. University of Oxford. Installation of fume cupboard discharge sack

Decision:

06/01045/GD. Erection of steel training tower. CDC raised no objections.

06/01246/F. 5 Fernhill Road, proposed rear extension and alterations etc. Refused.

06/01445/F. 8 Willow Way, two storey side and single storey front extensions.

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 dwellings. There is no dropped kerb although job not yet complete, Parish Council to keep an eye on this.

7. Council Representatives. (two representatives if possible)

7.1. A44 A.

Mr Gibbdr reported that Bourton on the Hill, Glos, are putting in traffic calming which could deflect large lorries from the A44.

7.2. BVHMC.

Mr Roff gave a brief report. The Clerk produced a graph showing the results of the questionnaire on increasing the precept. It was agreed to ask Mr Webster (Treasurer) and Mr Perkin (Chair) from the VHMC to attend the next Parish Council meeting at 8.30pm to discuss options. Clerk to write to CDC asking them the percentages of housing bands and payments made within the village.

8. Correspondence.

- 8.1. Neptune – dog litter bin information.
- 8.2. OCC. Definitive Map and Statement of Public Rights of Way
- 8.3. Oxford Airport. Minutes & Deed between CDC & Oxford Aviation Services.
- 8.4. Thames Valley Police. Briefing on collaboration opportunities.
- 8.5. CDC. Statement of Community Involvement.
- 8.6. Earth Anchors Ltd. Dog litter bin information.
- 8.7. BVHMC. Risk assessment for playground/climbing wall. Clerk to write to Roger Davies of the PFA.
- 8.8. Wickstead Leisure. Order acknowledgement – rocking horse repairs.
- 8.9. Banbury Civic Society. Site allocations development plan.
- 8.10. OCC acknowledgement card – letter re cycle route to Marlborough School.
- 8.11. CDC. Recreation Strategy for Cherwell. Questionnaire.
- 8.12. OALC. County Circular.
- 8.13. OCC News
- 8.14. ENCAMS. Local Environment Quality – a town and parish council guide.
- 8.15. OCC. St Michael's Lane parking (two letters)
- 8.16. CDC. Standards committee minutes.
- 8.17. OCC. Oxfordshire Local Transport Plan.
- 8.18. OCC. Mobile Library Services. Change of time. (link report)
- 8.19. Countryside Alliance. Best rural retailer competition.
- 8.20. ORCC News.
- 8.21. OCC. White Lines Markings.
- 8.22. OCC. Orchard House footpath.
- 8.23. OCC. Cycling to Marlborough School.
- 8.24. Oxford Radcliffe Hospitals. Horton General Hospital.



- 8.25. Oxford Airport Consultative Committee – Agenda.
- 8.26. CDC. Countryside & Environment Forum.
- 8.27. Caring Matters.
- 8.28. WODC. Submission of the Statement of Community Involvement.
- 8.29. S E England Regional Assembly. Provision of gypsy & traveller caravan sites.
- 8.30. A44A. Copy of letter from OCC.
- 8.31. S&C Slatter. Play surfaces information.
- 8.32. Thames Valley Police. Posters.
- 8.33. CDC. Youth spotlight News.
- 8.34. Chipping Norton Theatre programme
- 8.35. OCC News.
- 8.36. North Oxfordshire PCT Partnership. Annual Report.
- 8.37. Crimestoppers, information.
- 8.38. CDC. Arts at Large touring scheme.
- 8.39. CDC. Play provision in Cherwell. Questionnaire return by 20th October
- 8.40. University of Oxford – SE Plan.
- 8.41. RoSPA – playground inspection report and invoice.
- 8.42. Yarnton PC. Minutes/agenda for meeting (University to attend Carol and John representing Begbroke).
- 8.43. CDC. Parish Liaison Meeting – 9th November 7.30
- 8.44. North Oxfordshire PCT Partnership. Influenza Campaign.
- 8.45. OCC Home 2 School newsletter.
- 8.46. CDC. Agenda – Standards Committee.
- 8.47. Glasdon UK – dog bin information.
- 8.48. BDO Stoy Hayward LLP. Annual audit.
- 8.49. OPFA. AGM 31st October – Standlake Village Hall.
- 8.50. TVEC – poster.
- 8.51. Keep the Horton General Committee – notices.
- 8.52. CDC. Transfer & adoption of open space in new residential development.
- 8.53. TVP – Posters for halloween.
- 8.54. Mr Caughey. Invoice for internal audit.
- 8.55. Thames Valley & Chiltern Air Ambulance Trust. Donation request. Circulated to be discussed next month.
- 8.56. Nicholson Nurseries – new catalogue
- 8.57. ORCC AGM/annual report.
- 8.58. Vanessa Walton – CV for Clerks vacancy.
- 8.59. WODC. Draft affordable housing supplementary planning document.
- 8.60. Wickstead Leisure – annual safety inspection.
- 8.61. OALC – Interview Process.

9. Financial Matters:

Balances as at the 25th September 2006

Current Account: £3,156.64

Deposit Account £16,730.08

Grass cutting grant received £912.39

2nd half precept received £6329.50



The following accounts are presented for payment:

Mrs H. Hastings (Clerks Salary August)	332.42 ✓
Mrs H. Hastings (Clerks Salary September)	332.42 ✓
RoSPA playground inspection	81.08 ✓
Mr Caughey – internal invoice	100.00 ✓
Mrs H Hastings (Clerks expenses)	168.21 ✓

10. Any Other Business:

10.1 Phone Box does not take money any more. Clerk to write to BT – old age pensioners do not have mobile phones – request coin machine put back.

11 Date of Next Meeting:

Tuesday 7th November 2006
Tuesday 5th December 2006


07.11.06



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 7th DAY OF NOVEMBER 2006.

1. Present:

Dr J Durrant, Mr J. Roff, Mrs C. Trevellyan, Mrs E. Dresden, Mr M. Ryder, Mr M. Billington County Councillor, Mr J. Webster and Mr B. Perkin (VHMC)

Apologies:

Mrs M. Hastings Mr M Gibbard

2. Read and Confirm Minutes of Last Meeting.

- 2.1. The minutes of the meetings held on Tuesday 1st August 2006 and 3rd October 2006 were read and confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3. Declaration of Interest. Declaration of Interest.

- 3.1. Dr J Durrant, Mr J. Roff and Mr M. Ryder declared an interest in item 4.7 (footpath by Church) Mr J. Roff and Mrs Trevellyan item 4.1.

4. Matters Arising from the Minutes.

- 4.1 Parish Precept.** Item 8.22 was circulated with the Agenda and the Clerk produced a chart showing the amount of money each housing band would pay if the £30.00 was applied to the highest band. This would result in a lower final precept figure of approximately £6,000. The Council agreed they could not expect Band H households to pay nearly £60.00 which would result if £10,000 was put onto the precept. Therefore Mrs Dresden proposed and Mrs Trevellyan seconded that they increase the precept by £6,000. This was unanimously agreed. This was later explained to Mr Webster and Mr Perkins from the VHMC. Mr Webster confirm that the VHMC had £5,500 in the bank and ways of increasing funds was discussed. It was agreed that the Clerk would write to Solid State Logic asking for a donation towards the Village Hall as their staff had used the car park and village roads to park their cars when Springhill Road was flooded. Clerk to also write to the Airport and University asking for donations.
- 4.2. Dog Litter Bins.** To be discussed next month.
- 4.3 Skate and Climb Mobile facility.** Clerk to arrange date with VHMC for Mobile Climb unit for summer next year.
- 4.4 Drainage Problems.** Clerk confirmed Thames Water will not adopt Willow Way services.
- 4.5 Playground. weekly inspections, sign overflow c/p, repair to rocking horse/replacement litter bin.** Mrs Dresden will carry out the weekly inspections this month. Rocking Horse repairs are now complete. Clerk to ask Wickstead Leisure to look at Ball unit which is damaged. Seat by hedge is damaged, Clerk to ask Bryan Knott to repair. The play equipment requires painting next year Mr Billington offered to give a guide quote to enable Parish Council to set a figure in their precept.



- 4.6 **Road Issues. pedestrian crossing.** Nothing to report.
- 4.7 **Footpaths. encroachment.** Mr Ryder produced a copy of the definitive plan and reported that some of the footpaths were incorrect. He will get evidence and prepare report for Parish Council to send to Oxfordshire County Council to ensure these discrepancies are corrected. Mr Billington offered to help Mr Ryder with this project.
- 4.8 **New Parish Councillor.** No-one has volunteered. Apparently CDC will help find a new Councillor.
- 4.9. **Literature holders for Village Hall.** Clerk confirmed she had ordered these.
- 4.10 **Annual Audit.** Nothing to report.
- 4.11 **New Parish Clerk.** The two applications had been circulated to all Councillors before the meeting. It was agreed to hold interviews on the 16th November at the Chairman's house, 4 St. Michael's Lane. Clerk to write inviting the applicants to attend interview. All Councillors will be at the interviews but it was discussed and then agreed that the Clerk should not be at the interviews.
- 4.12 **Bus Shelter Roof – repair.** Clerk confirmed she had asked Mr Knott to carry out the necessary repairs. The graffiti in the bus shelters were discussed and Mr Billington reported that CDC will clean graffiti from bus shelters for free. Clerk to look into this.

5 Report from County/District Councillor.

Mr Billington reported on the refurbishment of Gosford Sports Centre.

6. Planning.

Applications:

06/02022/F – 8 Willow Way, two storey side and single storey front extension.

Decisions:

06/01720/F. 12 Begbroke Lane, first floor rear extension. Granted.

Conditions of Planning:

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

7. Council Representatives. (two representatives if possible)

7.1. **A44 A.** No report.

7.2. **BVHMC.** Mr Roff gave a brief report

8. Correspondence:

- 8.1. Glending Signs – UK fire regs. Noted.
- 8.2. Oxford Inspired Newsletter. Circulated.
- 8.3. TVP. Competition – fireworks. Include in next Link report
- 8.4 Mrs Wyatt. Job vacancy. See item 4.11
- 8.5. BVHMC. Meeting to discuss needs of village hall. Noted
- 8.6. Oxford Green Belt Network – AGM. Noted.
- 8.7. CDC. Seniors forum. Noted.
- 8.8. OCC. 2005 casualty report / 2006/7 road safety plan. Circulated.
- 8.9. Oxfordshire Carers Forum. Donation request. Circulated.
- 8.10. BVHMC – Invoice for hire of hall April-August 06. Agreed to pay.
- 8.11. SMP – invitation to briefings on play space provision. Noted.
- 8.12. OPFA. AGM / Playing Fields Newsletter. Circulated.
- 8.13. OCC – News October 06. Circulated.
- 8.14. McMillan Cancer Support – Invitation Christmas celebrations at Christ Church Cathedral at 8pm Friday 8th December. Noted.
- 8.15. CAG Newsletter. Circulated.
- 8.16. OCC – Fireworks poster. Noted.

- 136
- 8.17. S & C Slatter – Sports & play surfaces. Information. Noted.
 - 8.18. CDC. Annual Parish Liaison Meeting – 9th November 7.30pm. Noted.
 - 8.19. Toms Tree Ties – catalogue. Noted.
 - 8.20. OALC. Winter General Meeting – Mon 20th November 7pm Stratfield Brake Pavilion, Kidlington. Noted.
 - 8.21. Countryside Alliance – Support for local Post Office. Clerk to write letter of support.
 - 8.22. CDC. Increasing the Precept (by e-mail) See item 4.1
 - 8.23. Councillor Billington. Grouping orders requested by Mrs Dresden. Noted.
 - 8.24. Richard Worth. Parish Councillor. Read out.
 - 8.25. Mr M Gibbard, White Paper. Circulated.
 - 8.26. John Webster. Confirmation attending meeting.
 - 8.27. RoSPA invoice. Noted, already paid.
 - 8.28. Mr M Ryder. St. Michael's Lane. Noted.
 - 8.29. Clerks Direct. Circulated.
 - 8.30. Local Councils update. Noted.

9. Financial Matters:

Balances as at the 7th November 2006

Current Account: £ 2,142.51

Deposit Account £ 16,780.52

Transfer required: none.

The following accounts are presented for payment:

Mrs H, Hastings (Clerks Salary – October)	332.42
BVHMC (Hall Rent)	30.00
Mrs H Hastings (Clerks expenses)	52.52

10. Any Other Business:

- 10.1. Manhole in footpath Fernhill Road. Clerk reported manhole sitting proud of footpath, Mr Ryder has photographs, Clerk to write to CD.
- 10.2. Bus Shelters. Dr Durrant suggested the bus shelters be replaced, Clerk reported the Council had previously consulted local residents about replacing the shelters and the response was to leave them alone.

11 Date of Next Meeting:

Tuesday 5th December 2006

Tuesday 9th January 2006


05.12.06.

Treasurer's Department

D A Knight MSc CPFA Assistant District Treasurer

Mrs P D Jones IRRV Revenue Services Manager

Mrs H Hastings
Clerk to Begbroke Parish Council



DISTRICT COUNCIL
North Oxfordshire

PO Box 27
Banbury
Oxfordshire • OX15 4BH
Telephone 01295 252535
Textphone 01295 221572
DX 24224 (Banbury)
<http://www.cherwell-dc.gov.uk>

Please ask for **Mrs P D Jones**

Direct Dial 01295 227039

Our ref T/taxbaseenq

Fax 01295 227006

Your ref

Email pat.jones@cherwell-dc.gov.uk

30 October 2006

Dear Mrs Hastings

Further to your letter received on 24 October and our subsequent telephone conversation this letter is to confirm that the precept raised by the parish council is always charged in relation to the Band D equivalent for each dwelling. For 2006/07 the Band D equivalent for Begbroke is 347.5, this figure takes into account such adjustments as single person discounts allowed for people living alone, dwellings that are empty and unfurnished, second homes and any new dwellings that are expected to be completed and occupied during the financial year.

To assist the parish council in its deliberations concerning the increase needed to carry out improvements to the Village Hall I have set out in the attached spreadsheet the amount of the parish precept raised for 2006/07 per property band and the increase there would be per Band if the parish decided to raise say £10,000 of additional funding through the precept.

I trust this information will help, if you have any further questions please feel free to telephone me on the number quoted above.

Yours sincerely

Mrs Pat Jones
Revenue Services Manager



Estimate of Effect Increase in Precept will have on each council tax property band

	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H	TOTAL
Number of Band D equivalents	0.97	0.76	15.31	135.95	109.37	42.03	25.46	7.28	337.1
Ratio to Band D	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	
Actual Parish precept per Band in 2006/07	£25.04	£29.22	£33.39	£37.56	£45.91	£54.26	£62.61	£75.13	£12,659.00
Add £10,000 to the precept	19.78	23.08	26.38	29.67	£36.27	42.86	49.46	59.35	Extra payable per annum based on Band a property is in.
Revised amount per band	£44.82	£52.30	£59.77	£67.24	£82.18	£97.12	£112.06	£134.47	
Add approx £6,000 to the precept	10.02	11.69	13.36	15.00	18.37	21.71	25.00	30.00	Extra payable per annum based on Band a property is in.
Revised amount per band	£35.06	£40.91	£46.75	£52.56	£64.28	£75.97	£87.61	£105.13	

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 5th DAY OF DECEMBER 2006.

1. Present:

Dr J Durrant, Mr J. Roff, Mrs C. Trevellyan, Mr M. Ryder, Mr M. Gibbard District Councillor, Mrs J Ball and Mr Jeff Wise.

Apologies:

Mrs M. Hastings Mr M Billington

2. Read and Confirm Minutes of Last Meeting.

- 2.1. The minutes of the meeting held on Tuesday 7th November 2006 were read and confirmed as a true record and signed by the Chairman Dr Jill Durrant.

3. Declaration of Interest. Declaration of Interest.

- 3.1. Dr J Durrant, Mr J. Roff and Mr M. Ryder declared an interest in item 4.7 (footpath by Church) Mr J. Roff and Mrs Trevellyan item 4.1 and 8.7. (precept for Village Hall and grant request for Coffee morning).

4. Matters Arising from the Minutes.

- 4.1 Parish Precept.** Mr Roff reported that the VHMC had quoted in their minutes of the last meeting that the Council had agreed to raise the precept by £6,600. The Council agreed they should be asked to amend the minutes as the Council agreed £6,000.
- 4.2. Dog Litter Bins.** To be discussed next month with regard to adding to the precept.
- 4.3 Skate and Climb Mobile facility.** Clerk to write to VHMC asking for dates field and hall is available.
- 4.4 Playground. weekly inspections, sign overflow c/p, repair to rocking horse/replacement litter bin.** The Council agreed to pay the invoice from Wickstead Leisure (8.14) and Clerk will apply for the grant from CDC. Mrs Trevellyan reported that the gap in the hedge onto Begbroke Crescent is becoming very defined and therefore dangerous and there is also a metal strut sticking out of the fence, Clerk to write to VHMC requesting they repair these. Clerk to chase Maurice Billington for quote for painting play area.
- 4.5 Road Issues. Pedestrian Crossing.** Nothing to report.
- 4.6 Footpaths. Encroachment.** Mr Ryder showed the Council his work on the definitive plan. He is happy to continue working on this and prepare a report to send to OCC for them to update the plan as necessary. Mr Ryder reported that he had spoken to the Duty Officer at CDC's Planning Office to have a look at the gate in St Michael's Lane and he had sent photographs. The enforcement officer will take a look.
- 4.7 New Parish Councillor.** There are now 2 vacancies Clerk to include this in the Link.
- 4.8. New Parish Clerk.** Clerk had received response from OALC and they suggested using a locum clerk and suggested they contact Pam Simmonds

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from Wheatley who may be interested. The Council agreed to invite her to the next meeting to discuss terms and conditions and one of the Councillors will take the minutes of that meeting. It was also agreed to advertise in the Yarnton Parish News, the Link and the Oxford Times.

- 4.9 Bus Shelter Roof – repair.** Clerk confirmed she had asked Brian Knott to repair the roof but was concerned about the condition of the wall. Malcolm Ryder reported that he knows a local builder and would ask him to take a look.
- 4.10 Land corner Sandhills Road and Begbroke Lane.** The Council were alerted by Mrs Ball at No. 11 Sandhills Road that a wire fence has been erected around the open area by the willow tree and newly planted trees. Dr Durrant reported that she had received a telephone call from a Mrs Partridge who claimed she owned the land and that she had had the fence erected to let the Parish Council know she owns the land.

5 Report from County/District Councillor.

Mr Gibbard reported that CDC has been re-organised and they are looking at a modest rise of under 3% for the precept. From 1st January we will have a boundary change and will no longer be with West Oxford but with Oxford West and Abingdon our MP will be Evan Harris.

6. Planning.

Applications:

Decisions:

06/01868/TPO. 22 Woodstock Road, Reduce crown & reduce deadwood from Willow Tree. Granted

06-01662/F. Begbroke Business Park. Installation of fume cupboard discharge stack. Granted.

Conditions of Planning:

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

7. Council Representatives. (two representatives if possible)

7.1. A44 A. No report.

7.2. BVHMC. Mr Roff gave a brief report

8. Correspondence:

8.1. OCC News/Oxfordshire magazine. Circulated

8.2. TVP. Posters. Noted.

8.3. OALC. Change of Address. Noted.

8.4. SMP. Special Offer. Noted.

8.5. University of Oxford. Invitation evening reception Thurs 7th Dec at 6.30. No-one able to attend.

8.6. CDC. Annual Parish Liaison Meeting. Notes from meeting. Circulated.

8.7. BVHMC. Grant request for Begbroke Coffee Morning. Circulated – discuss next meeting.

8.8. Caring Matters. Circulated.

8.9. CDC. Affordable Housing on Rural Exception Sites. Circulated.

8.10. CDC. Parish Precept 2007/8. Noted.

8.11. Mr Prickett. Quote for grass cutting 2007. / Invoice for grass cutting 06. The Council agreed to pay the invoice and unanimously agreed to accept his quotes. Clerk to confirm that he cuts the verge on the corner of Sandhills and Fernhill Road.

8.12. Mrs Dresden. Resignation letter. Noted with regret.

8.13. CDC. Planning & Compulsory Purchase Act 04. Circulated.

- 8.14 Wickstead Leisure. Invoice for repairs to Rocking Horse. The Council agreed to pay this Clerk to claim Grant from CDC.
- 8.15 OPFA. Annual Report. Circulated.
- 8.16 OCC. Mobile Library Review. Clerk to add to Link report
- 8.17 RoSPA. New address details. Noted.
- 8.18 BDO Stoy Hayward LLP. Annual Audit/Invoice. The Council agreed to pay the invoice and unanimously agreed to approve and accept the Annual Return.
- 8.19 OCC. Road Safety News. Circulated.
- 8.20 CDC. Standards Committee. Circulated.
- 8.21 BVHMC. Thank you for agreeing to increase the precept. Noted.
- 8.22 CDC. Draft home extension and alterations design guide. Circulated.
- 8.23 CDC. Minutes of Seniors Forum. Circulated.
- 8.24 CDC. Register of Electors. Noted

9. Financial Matters:

Balances as at the 25th November 2006

Current Account: £ 1,757.57 less o/s cheque £30 available funds £1727.57
Deposit Account £16,780.52

Transfer required: £3500.00.

The following accounts are presented for payment:

Mrs H. Hastings (Clerks Salary - November)	332.42 ✓
N R Prickett – Grass Cutting	2091.82 ✓
Wickstead Leisure	1996.33 ✓
BDO Stoy Hayward LLP	311.38 ✓

10. Any Other Business:

10.1 Leaves in St. Michael's Lane. Clerk to ask CDC if road sweeper can clear the leaves from the lane.

11 Date of Next Meeting:

Tuesday 9th January 2006



c9.01.06