

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 6th Day of JULY 2004.

1. Present:

Mrs E. Dresden, Mrs C. Trevelyan, Mrs P Waters, Ms L. Adams, Mr J. Roff and Dr P. Evans District Councillor.

Apologies:

None received.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 8th of June 2004 were read and confirmed as a true record and signed by the Chairman Mrs Dresden.

3. Matters Arising from the Minutes:

- 3.1. **Playground.** The Clerk confirmed she had met the Wickstead representative regarding a quote for a new roundabout. The rep recommended siting the roundabout behind the cradle swings and moving the ball post in front of the rocking horse in line with the other swings. At the same time, they looked at the rocking horse which he confirmed was in good working order and the roll the barrel which he felt had come to the end of its useful life, the spindle was rusting inside and he recommended it be replaced with something else. The Council agreed with his recommendation and asked the Clerk to arrange for Wickstead to remove the drum unit complete and in the meantime they would circulate the Wickstead catalogue to find something to replace the barrel. It was reported that whilst carrying out the weekly inspection a lighter was found in the hedge.
- 3.2. **Road Issues: grass cutting/pedestrian crossing.** The Council are pleased with the grass cutting and it was agreed that Mr Pricket should cut back the daffodils as soon as they have finished flowering in order to prevent the untidy look which was the case this year. The pedestrian crossing was discussed and it was suggested that the Clerk write to Long Hanborough Parish Council to ask what they did to get their traffic calming and ask the County Council to give a list of where the last 10 pedestrian crossings have been sited, and to write to David Cameron MP asking for his support. The Council were disappointed in Inspector Tripkovic not responding to the request for a police presence to monitor the speed of traffic on the A44, the Clerk will contact him by telephone.
- 3.3. **Parish Walk:** The Council agreed the date for the Parish Walk – Sunday 26th September at 2.30.
- 3.4. **Rowel Brook, Logs.** The Clerk confirmed that Smith Woolley had contacted her regarding the logs.



- 3.5. Footpaths (Begbroke Lane very overgrown/bridge over brook broken)**
The Clerk reported that Begbroke Lane is very overgrown and the bridge over the brook from the Canal into the field is broken. She will write to the Footpaths Officer asking for the hedging to be cut back and the bridge repaired. The Footpath between Orchard House and the Church was discussed, it was agreed that the Clerk should write to the Footpath's Officer stating that the Parish Council are unhappy with the access and ask what is the classification of the path, sending a copy of David Cameron.
- 3.6. Roundabout sponsorship.** The Clerk has had no response to her letters.

4. Report by County & District Councillors:

Dr Evans gave a brief report.

5. Planning:

Applications:

None received.

Decision.

04/00921/F: Rose Cottage, erection of single storey side extension, Granted

04/00896/F: 50 Begbroke Crescent, erection of front and rear single storey extensions and conversion of existing garage. Granted.

6. Council Representatives:

- 6.1. A44 A. The Council would like the A44A to help push for the pedestrian crossing and the Clerk to write to Mrs Hastings asking for their help.
- 6.2. BVHMC. John Roff gave a report.

7. Correspondence:

- 7.1. CDC – Cherwell Local Plan 2011 Revised Deposit Draft. Circulated.
- 7.2. CDC – Cherwell Local Plan 2011 pre-inquiry changes. Circulated.
- 7.3. CDC – Cherwell Local Plan 2011 Respondent ID 2036. Circulated.
- 7.4. NE Oxfordshire NHS – Bicester Community Hospital Redevelopment meeting. Noted.
- 7.5. OALC – AGM 5 July 04. Noted.
- 7.6. Chipping Norton Theatre – Information. Circulated.
- 7.7. CDC – Local Code of Conduct – Applying for review of a referred decision. Noted.
- 7.8. Thames Valley Police – Community Officer of the Year. Poster on notice board.
- 7.9. OCC – News June 04. Circulated.
- 7.10. OCC – Pothole in service road. Noted.
- 7.11. ORCC – Membership renewal - £20.00. The Council agreed to renew the membership.
- 7.12. OCC – New operator for Service X50. Noted.
- 7.13. Oxford Green Belt Network – Thank you for subscription. Noted.
- 7.14. Allianz & Cornhill – receipt of renewal premium. Noted. Clerk to contact the NFU for a quote next year.
- 7.15. Bicester Citizens Advice Bureau 12th AGM 15/7/04 notice on notice board.
- 7.16. OCC – Acknowledgement of letter. Noted.
- 7.17. CDC – N Oxfordshire – What's on Guide. Noted.
- 7.18. OALC – Annual Report & Accounts. Circulated.
- 7.19. Cherwell Vale NHS – Board Bulletin June 04. Circulated.
- 7.20. SPISE. Workshop. Noted.

GAD

- 7.21. Graciela & Arthur Rogers. Airport noise. Noted.
- 7.22. OCC letter to Revd Peter Viney, The Community of St. John Baptist, The Priory re the Pedestrian Crossing.
- 7.23. Susan Ganter, copy of letter addressed to her from SSL regarding future of the Manor House. The Council agreed that the Chairman and Clerk should attend the meeting if possible. Clerk to contact SSL.
- 7.24. Mr Craig Carter, Application to join the Council, Clerk to ask him to attend the next meeting.
- 7.25. OCC – Barrier on the A44. Noted.
- 7.26. OCC – Oxfordshire Plan 2004/5. Circulated.

8 Financial Matters:

- 8.1. The Clerk, being the Responsible Financial Officer, presented the Statement of Accounts for the last financial year including the Annual Return to be sent to Audit. The Council read and agreed the accounts and the Chairman and Clerk signed both the Statement of Accounts and the Annual Return at the meeting. The Clerk asked the Council if she could buy Janet Cuthill a bottle of wine for helping her prepare the accounts. Mrs Cuthill spent 2.5 hours on a Saturday checking the accounts before they were presented to the Council. The Council agreed £20 could be spent.
- 8.2. Mrs Trevellyan reported that she had tried to confirm her name and address to be included as a signatory for the signing of cheques but the Bank could not find the Parish Council's mandate. Clerk will contact the branch, the Council were not happy with the banks procedure.

Balances as at the 25th June 2004

Current Account: £ 531.13 less outstanding cheques of £327.54 therefore balance available is £203.59
 Deposit Account £16026.72
 Transfer Required: £ 400.00

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary June)	297.54 ✓
ORCC – Membership Renewal (7.11)	20.00 ✓
Mrs H Hastings (Clerks Expenses 3/3/04-6/7/04)	263.70 ✓

9. Any Other Business:

- 9.1. Garage Forecourt. Ms Adams asked if any further information was available on the future of the site.

10. Date of Next Meeting:

Tuesday 10th August 2004

Tuesday 7th September 2004.

Signed *EADreeden*

Dated *10/8/04*

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 PLAYING FIELD ON TUESDAY 10th Day of AUGUST 2004.

1. Present:

Mrs E. Dresden, Mrs C. Trevelyan, Mrs P Waters, Ms L. Adams, Mr J. Roff, Dr P. Evans District Councillor, Mr Craig Carter and Dr Jill Durrant.

Apologies:

None received.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 6th of July 2004 were read and confirmed as a true record and signed by the Chairman Mrs Dresden.

3. Matters Arising from the Minutes:

- 3.1. **Playground.** It was reported that the amount of litter around the playground had dramatically increased since the start of the school holidays and a glass bottle had been deliberately smashed into tidy shards causing concern. A notice was displayed and as much of the glass collected as was possible. The Clerk confirmed she had received three quotes for the roundabout which varied in price but only two for the replacement of the roll the barrell. Clerk to arrange for a third quote.
- 3.2. **Road Issues: grass cutting/pedestrian crossing.** The Council have no problem with the grass cutting. The Council are not happy with the response from Inspector Tripkovic and Mrs Dresden will contact him again. It was reported that the shrub by the Royal Sun Public House is obstructing vision of drivers gaining access to the roundabout from Springhill Road. Clerk to write to Highways Dept requesting they cut this back. The pedestrian crossing was discussed and it was agreed that the Clerk should write to David Cameron asking for his advice on how a pedestrian crossing can be obtained and ask if he could visit and meet the Council. Clerk to add an item in the Link report asking for any residents who have problems crossing the road to let me know.
- 3.3. **Parish Walk:** The Council agreed the date for the Parish Walk – Sunday 26th September at 2.30. Clerk to advertise this in the Link
- 3.4. **Rowel Brook, Logs.** Item 7.16 was noted.
- 3.5. **Footpaths:** It was reported that footpath 5 from Baldon to St Michael's Lane, Begbroke is not marked from the field into the footpath by Orchard House and is difficult to locate, the stile and footpath is also badly overgrown. Clerk to write to Footpaths Officer requesting a sign is erected and the nettles etc are cut back.
- 3.6. **Roundabout sponsorship.** The Clerk has had no response to her letters.

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- 3.7. Parish Council Vacancy.** Item 7.39 was brought forward. The Chairman welcomed both Mr Carter and Dr Durrant to the meeting and expressed the Council's delight that there were two applicants for the position and explained that there would be only one vacancy. She asked both applicants to explain a little bit about themselves and why they would like to join the Council. Mr Carter gave brief personal details and then withdrew his application. He explained that he was very busy but had applied thinking there was no interest in the position. Dr Durrant explained that she was interested in the A44 and gave some personal details. Due to the withdrawal of Mr Carter's application the Council agreed to co-opt Dr Durrant.

4. Report by County & District Councillors:

Dr Evans gave a brief report.

5. Planning:

Applications:

04/01694/TPO – 12A Fernhill Road – Pollard 1 No. Willow Tree.

04/01471/F – The Manor House, Springhill Road – Conversion, alteration and extensions to form 14 flats with associated parking.

Decision.

02/02314/F – 18 Fernhill Road, first floor extension to outbuilding. Granted.

04/00720/F – Site East of 27 Springhill Road, conversion of Coach House into 5 dwellings. Granted.

04/00951/F – University of Oxford, installation of underground duct and associated access chambers etc. Granted.

Conditions of Planning:

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

6. Council Representatives:

6.1. A44 A.

6.2. BVHMC. John Roff gave a report.

7. Correspondence:

7.1. OCC – Review of support for Oxfordshire Transport Co-ordinator post. (respond by 24 Sept) Circulated.

7.2. John Hicks, Playground Inspection. Invoice. £60.28 The report was a complete nonsense – information within the report was incorrect for example he quoted the multi play safety surface to be bark when it is in fact Wickstead safety tiles, Mrs Dresden has spoken to Mr Hicks informing him of the Council's dissatisfaction and he agreed to look at the play area again and produce a new report. The Council agreed not to pay his invoice at this time. Clerk reported the Council's dissatisfaction to CDC.

7.3. OCC – Draft Oxfordshire Structure Plan 2016 – Notice of examination in Public. Circulated.

7.4. Regional Planning Guidance Team – Proposed changes to regional planning guidance for the SE (RPG9) etc. Circulated.

7.5. OCC Periodic Electoral Review of OCC: final recommendations. (notice on board)

7.6. Chipping Norton Theatre Guide. Circulated.

7.7. OCC – News August 2004. Circulated.

7.8. OCPT: Community Strategy. Circulated.

- 7.9. CDC – Moving away from Landfill – forum Tues 5th Oct at CDC offices. Circulated.
- 7.10. BVHMC – Invoice for hire of hall. The Council agreed to pay the invoice.
- 7.11. ORCC – Receipt for annual sub. Noted.
- 7.12. NE Oxfordshire NHS – Plans for new primary care centre in Bicester. Circulated.
- 7.13. Oxford Green Belt Network – acknowledgement of cheque. Noted.
- 7.14. NALC – National Salary Award for Clerks / The Boundary Commission – Periodic review of OCC final recommendations. Circulated.
- 7.15. Oxford Green Belt Network – Newsletter. Circulated.
- 7.16. Smith Woolley – Rowel Brook. See item 3.5
- 7.17. John Hicks – Revised Annual Report of Playground. The Council will discuss this next month.
- 7.18. Paul Evans – Notification of Change of Address. Noted.
- 7.19. Cotswold Playgrounds – quote for roundabout. See item 3.1.
- 7.20. Compost Information. Circulated.
- 7.21. Dr & Mrs Morgan – copy of letter of complaint to Airport. Clerk to write back asking for a copy of any response they receive from the Airport.
- 7.22. OCC – Temp right turn restriction – A44 Langford Lane Junction. Noted.
- 7.23. Caring Matters Newsletter. Circulated.
- 7.24. Inspector Joe Tripkovic – Speeding traffic on A44. See item 3.2.
- 7.25. CDC – Safety of memorials in cemeteries. Passed to Mr Roff, Church Warden for St. Michael's Church.
- 7.26. CDC – Standards Committee minutes. Circulated.
- 7.27. N E Oxfordshire NHS – Bicester Primary Care Centre. Circulated.
- 7.28. The Playing Field magazine. Circulated.
- 7.29. OCC News July 04. Circulated.
- 7.30. CDC – Standards Committee. Agenda. Circulated.
- 7.31. CDC – Biodiversity in the Cherwell District. Circulated.
- 7.32. Electric Blanket Testing Notice. On Notice Board.
- 7.33. Cherwell Link. Noted.
- 7.34. N E Oxfordshire NHS – Kidlington public participation group, agenda. Circulated.
- 7.35. CDC – Annual Review & Performance Plan. Circulated.
- 7.36. Energy Saving Trust – Home Insulation Offer. Circulated.
- 7.37. H M Customs & Excise – notification of VAT reclaim. £1,342.08. Noted.
- 7.38. Mr Millin – Ideas for improving the A44 roundabout layout. Circulated.
- 7.39. Dr Durrant, Vacancy on Parish Council. See item 3.7.
- 7.40. CDC – Standards Committee Rota. Circulated.

8 Financial Matters:

Balances as at the 25th July 2004

Current Account: £ 570.80
 Deposit Account £15626.72
 Transfer Required: £ 300.00

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary July)	297.54
BVHMC – hall rent	18.75

45

9. Any Other Business:

- 9.1. Link Report.
- 9.2. General Litter Problem – possibility of employing someone to pick up litter in play area and bus shelter.
- 9.3. Mr Millin's telephone call to Clerk re cut field.

10. Date of Next Meeting:

Monday 6th September 2004.

Tuesday 5th October 2004

Signed *G. Adreeden*

Dated *6/9/04*

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 PLAYING FIELD ON MONDAY The 6TH Day of SEPTEMBER 2004.

1. Present:

Mrs E. Dresden, Ms L. Adams, Mr J. Roff, Dr Jill Durrant and Mrs M. Hastings District & County Councillor.

Apologies:

Mrs C Trevelyan, Mrs P Waters, Dr P Evans, District Councillor.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 10th of August 2004 were read and confirmed as a true record and signed by the Chairman Mrs Dresden.

3. Matters Arising from the Minutes:

- 3.1. **Playground:** The Clerk gave a detailed report on the various prices received to replace the roll the barrel and for the new roundabout. After some discussion it was agreed to accept the quotation from Cotswold Playgrounds due to the fact that they were able to carry out the replacement of the barrel quickly. The Clerk is to contact CDC to request that grant aid be given so that this work can be carried out urgently. The Council agreed that if it is not possible to get a grant that the barrel should be replaced anyway and an order placed with Cotswold Playgrounds just for this item. The roundabout can wait until a grant is forthcoming. It was noted that the hedge by the Bowling Green needs attention, this is not a Parish Council issue and is the responsibility of the Bowls Club or VHMC. Clerk to get a price for a new litter bin to be erected by the seat situated near the junior swings.
- 3.2. **Road Issues: grass cutting/pedestrian crossing.** Mrs Dresden again spoke to Inspector Tripkovic regarding the police enforcing the speed limit on the A44, he confirmed that the speed limit is not legal and therefore the police are unable to enforce the limit. The Council agreed to write to the Highways Dept asking why the speed limit is not legal and to rectify this as soon as possible so that the police can deal with speeding motorists. Copies of the letter are to be sent to David Cameron, Inspector Tripkovic, Paul Evans and Maureen Hastings. The Council would also like a flashing warning speed sign erected before the roundabout to encourage motorists to slow down before entering the roundabout.
- 3.3. **Parish Walk:** The Council agreed the date for the Parish Walk – Sunday 26th September at 2.30. Clerk to advertise this in the Link
- 3.4. **Footpaths:** the Parish Walk will pick up any problems.
- 3.5. **Audit of Accounts:** The Clerk and Chairman explained that due to an amendment in last years accounts requested by the external auditor, this years accounts had to be changed. A note in the Receipts & Payments book and the Statement of Accounts clarifies the change and the reason. The

6-7

Council agreed the Annual Return for 31/3/04. The Council agreed to pay the invoice from the internal auditor Mr Caughey (Item 7.24).

- 3.5. **Clerk's Salary:** The Council agreed to pay the increase set out by the NALC to Mrs Hastings including back pay
- 3.6. **Litter Problem:** Mrs Dresden contacted Cherwell District Council regarding the state of the bus shelters and they agreed to clean out the shelters when their street cleaning unit was passing Begbroke.

4. Report by County & District Councillors:

Mrs Hastings reported that the planning officers had recommended the application for campsfield to be approved. She questioned the security and felt it was inappropriate development in the green belt. She confirmed that she had written objecting to the electoral boundaries.

5. Planning:

Applications:

04/01632/F: 1 Campsfield Cottages, Woodstock Rd, Kidlington, erection of single and two-storey extension to rear.

Decision.

Conditions of Planning:

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

6. Council Representatives:

- 6.1. A44 A. Maureen confirmed there was a meeting coming up.
- 6.2. BVHMC. John Roff gave a report.

7. Correspondence:

- 7.1. OCC – Footpaths. Noted.
- 7.2. Planning Aid – Leaflet, Circulated.
- 7.3. Mr Millin – A44 suggested road improvements. Circulated.
- 7.4. Government Office – Queen's Award for Voluntary Service. Circulated.
- 7.5. OCC – Oxfordshire Compact Document. Noted.
- 7.6. OCC – Launch of Oxfordshire Compact. Noted.
- 7.7. Thames Valley NHS – Consultation Meetings. Noted.
- 7.8. OCC – Local Transport Plan – Annual Progress Report. Circulated.
- 7.9. Thames Waterway Plan Consultation – 22nd Sept Kennington 7-7.70pm. Circulated.
- 7.10. George Taylor – Follow up letter to his quote. See item 3.1.
- 7.11. OCC – Acknowledgement letter. Noted.
- 7.12. Cotswold Playgrounds – quotation for replacement of roll the barrel. See item 3.1
- 7.13. OCC – Contact details. Noted.
- 7.14. OCC – Fact Sheets on Highway Matters. Circulated.
- 7.15. Paul Evans – Apologies for not attending meeting. Noted.
- 7.16. Office of Deputy Prime Minister – draft consultation: code of contact for local government employees: review of restrictions on the political activities of local authority employees and pay of political assistants. Circulated.
- 7.17. Herbert Mallam Gowers. Invoice addressed to VHMC for professional work. Clerk explained that this invoice related to work HMG carried out on behalf of the Parish Council via the VHMC to obtain a licence from the County Council to connect the playground drainage into the highway drain.

b.d.

- 7.18. Mrs L Harper – car sales site and general impression of Begbroke. This was read out and discussed. Clerk to write back explaining what the Parish Council can and cannot do with regard grass cutting on the A44.
- 7.19. Mrs Morgan – Hedge between A44 and service road. Clerk had written to the Highways regarding this hedge.
- 7.20. The Benefice of Yarnton, Begbroke & Shipton – retirement of The Rev Eric Craig. Mr Roff declared an interest, as he is a Church Warden. Mrs Dresden proposed a donation of £50. The Council agreed to give a donation of £50 towards the retirement fund.
- 7.21. OCC – Oxfordshire Fire Authority's Integrated Risk Management Plan & Action Plan 2204-5 Securing a Safer Community. Circulated.
- 7.22. George Taylor – Illustrations relating to previous quotation. See item 3.1
- 7.23. Sue Blackshaw, 24 Fernhill Rd – Condition of bus shelter. Clerk to write back.
- 7.24. Mr Michael Caughey – Invoice for internal audit £100. See item 3.6
- 7.25. Sue Blackshaw, 24 Fernhill Rd – support for pedestrian crossing. Clerk to write back thanking her for her support.

8 Financial Matters:

Balances as at the 25th August 2004

Current Account: £ 1,351.75
Deposit Account £15,626.72
Transfer Required: £ None.

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary August)	297.54 ✓
Mr M Caughey	100.00 ✓
Mrs H Hastings Expenses	129.58 ✓
Yarnton PCC (see item 7.20)	50.00 ✓

9. Any Other Business:

- 9.1. Ms Adams reported that she had written off for the canvas bags advertised in the recycling information last month and they were now in the post office..
- 9.2. Mr Roff asked for advice on behalf of St Michael's Church regarding the boundary of Orchard House and the footpath leading to the additional churchyard. The land registry shows the boundary from the garage to the house. Mrs Hastings recommended they write to Cherwell District Council.

10. Date of Next Meeting:

Tuesday 5th October 2004
Tuesday 2nd November 2004

Signed *B. Trudgill*

Dated *5/10/04*

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 PLAYING FIELD ON MONDAY The 5TH Day of OCTOBER 2004.

1. Present:

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

Apologies:

Mrs L. Dresden, Mrs P Waters, Dr P Evans, District Councillor.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 6th of September 2004 were read and confirmed as a true record and signed by the Vice Chairman Mrs Trevellyan.

3. Matters Arising from the Minutes:

- 3.1. **Playground:** During the weekly inspections razor blades were found in the play area and removed. It was noted that grass was growing in the mouth of the ball pole. The overflow parking sign and fence is damaged, Mr Roff to bring this to the VHMC attention. It was noted that motorcycles are still getting onto the play area and the Council agreed to look into some type of barrier to prevent these getting onto the field in the meantime Clerk to look into price of "No Motorbikes Sign". The Council agreed that they would like a meeting with the area beat officer to discuss the growing vandalism in the village, the clerk to arrange for him to attend a meeting in the near future. The Clerk confirmed that the price of a new Topsey litter bin to match existing in the play area would cost £147.24 ex VAT. The Council unanimously agreed to purchase one in red. It was noted that the gate by the bowls pavilion required a proper lock, Clerk to write to VHMC asking if this can be done.
- 3.2. **Road Issues: grass cutting/pedestrian crossing/white lines at junction of Begbroke Lane and Service Road.** Mrs Wilkinson reported that the white lines at the junction of Begbroke Lane and the Service Road are fading and require re-painting, Clerk to contact Highways to ask them to carry out this work. It was noted that the hedge along the service road has still not been cut back, Clerk to chase this once again.
- 3.3. **Parish Walk: Hedgerow alongside Brook leading to pumping station.** During the parish walk it was noted that the hedgerow leading to the pumping station requires cutting back, Clerk to write to Merton College requesting they carry out this work. Clerk to contact the Footpaths officer regarding other items found during the walk.
- 3.4. **Audit of Accounts:** The audit query (7.1.) and clerks response was circulated.
- 3.5. **Litter Problem:** Clerk to include the litter problem in the next link.
- 3.6. **Village Information: Update for January Link.** Mrs Trevellyan will up-date this ready for clerk to make any changes necessary.

L.H.

4. Report by County & District Councillors:

Mrs Hastings expressed her concern regarding the Solid State Logic planning application with regard to parking and the amount of amenity land available.

5. Planning:

Applications:

Decisions:

04/01694/TPO – 12A Fernhill Road, pollard 1 no. willow tree. Granted.

04/01632/F – 1 Campsfield Cottage – granted.

Conditions of Planning:

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

6. Council Representatives:

6.1. A44 A. Dr Durrant agreed to be the Council's representative.

6.2. BVHMC. John Roff gave a report.

7. Correspondence:

7.1. HLB AV Audit – Annual Audit queries attached copy of response from Clerk. See item 3.4.

7.2. OCC – response to letter regarding speed limit. Noted.

7.3. Defra – Clean Neighbourhoods. Circulated.

7.4. CDC – electronic delivery of Council's services. Clerk to look into this.

7.5. St Michael's Church – copy of letter sent to CDC re boundary dispute with Orchard House. Clerk to write to CDC asking for copy of conditions when permission was given to Mr Klene to erect gates.

7.6. CDC – Annual Parish Liaison Meeting 4th November. Noted.

7.7. Society of Local Council Clerks – Regional One Day Conference. Noted.

7.8. Reed Training – Directory. Noted.

7.9. Viking Direct – Invoice £77.50 The Council agreed to pay this.

7.10. David Cameron MP – Response to speed limit letter. Noted.

7.11. HSBC – Response to letter regarding signatories. It was agreed that the Clerk and Chairman should look into changing to NatWest on Mrs Dresden's return.

7.12. OCC – News Magazine. Circulated.

7.13. Oxford University – Begbroke Seminar – 20th Sept. Noted.

7.14. CDC – Supply of full electoral register. Clerk to apply for this.

7.15. N E Oxfordshire NHS – Annual Report. Circulated.

7.16. OCC – Recycling information. Discussed organising a swap day for items no longer required. Include in Link and ask for comments.

7.17. Clerks & Councils Direct. Circulated

7.18. OPFA – AGM – 4th November Tackley Village Hall 7.30pm. Noted.

7.19. Land Registry – Car sales site. Noted.

7.20. OCC – Home 2 School Newsletter. Circulated.

7.21. Oxford Green Belt Network. AGM Noted.

7.22. Cherwell Vale NHS Annual Report. Circulated.

7.23. OCC – Notice – "the way that we treat your rubbish is going to change" on notice board.

7.24. N E Oxfordshire NHS – development of primary & intermediate care for the local community – stakeholder group. Circulated.

7.25. N E Oxfordshire NHS Agenda for meeting 8th November.

7.26. Paul Evans, apologies for meeting. The Council like his suggestion for monitoring the traffic, clerk to contact Inspection Tripkovic to find out more about how this can be done.

6.7.

- 7.27 CDC grant for replacing roll the barrel. Noted.
- 7.28 CDC draft licensing policy. Circulated.
- 7.29 IPS Websites. Circulated.
- 7.30 Herbert Mallam Gowers. Clerk to write back to accept his recommendations.
- 7.31 OCC – Hedge on service road, still not done, Clerk to contact them.
- 7.32 OCC – Road Safety Guide. Circulated.
- 7.33 CDC – Arts at Large. Circulated.
- 7.34 CDC. Campsfield Planning Application.
- 7.35 Cherwell Vale NHS: flu campaign. Noted.
- 7.36 Kensington Specialist Pens. Noted.

8 Financial Matters:

Balances as at the 25th September 2004

Current Account: £ 999.48
Deposit Account £22,580.21
Transfer Required: £ None.

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary September)	305.73
Mrs H Hastings Back Pay	40.95
Viking Direct	77.50

9. Any Other Business:

- 9.1. The Clerk reported that Mrs Waters reported that she wishes to resign from the Council due to outside commitments. It was agreed to advertise in the Link for a new councillor.
- 9.2. It was suggested that the minutes be put on the notice board. This was agreed.
- 9.3. Parish Council Meal. Mrs Wilkinson to get some venues and prices.

10. Date of Next Meeting:

Tuesday 2nd November 2004
Tuesday 7th December 2004

Signed *P. Truelson*

Dated *2/11/04*

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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 2ND Day of NOVEMBER 2004.

1. Present:

Mrs C. Trevellyan, Mrs L. Wilkinson, Mr J. Roff, Dr Jill Durrant.

Apologies:

Mrs L. Dresden, Mrs P Waters, Dr P Evans, District Councillor, Mrs M Hastings District & County Councillor.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 5th of October 2004 were read and confirmed as a true record and signed by Vice Chairman Mrs Trevellyan.

3. Matters Arising from the Minutes:

- 3.1. **Playground:** Mrs Trevellyan and Dr Durrant will carry out the weekly inspections. The Clerk reported that the new crazy springboard seesaw had been installed and the roll the barrell removed from site. The contractors will come back to re-seed the grass once the ground has dried out and settled. The clerk reported that she had spoken to some children using the new equipment and they were very happy with it. Clerk to check who has the Council's pickaupa. Th Clerk confirmed she had spoken to Glasdon UK regarding the litter bin and was informed that it would require fixing. There are two different types of fixing (a) metal spike which is driven into ground with an integral plate which costs £69.61 plus installation tool at £22.26 or (b) anchor which is fixed into concrete base which costs £20.48. The Council unanimously agreed to buy the anchor in the concrete base and ask Bryan Knott if he would carry out the work. It was noted that the hedge has been damaged by children using it as a short cut. Clerk to bring this to the attention of local residents via the Link.
- 3.2. **Road Issues: grass cutting/pedestrian crossing/white lines at junction of Begbroke Lane and Service Road.** The Clerk confirmed she had chased the County Council regarding the hedge along the service road and had asked Mrs Hastings to chase this up. Item 7.28 invoice and quote for next years grass cutting from Mr Prickett was discussed. The Council unanimously agreed to pay the invoice and accept his quote for grass cutting next year. It was agreed that due to his competitive price and the good job he does that no other quotes were required. The Clerk confirmed that he called to see her during the last cut to report that he had lost the key to the security posts at the entrance to the play area. She has reported this to Bob Perkin in the hope that someone will hand it in if found. The Council discussed the proposed pedestrian crossing and it was suggested that the roundabout be replaced by traffic lights. Clerk to write to Highways with this suggestion.
- 3.3. **Audit of Accounts:** Item 7.2 was brought forward and discussed. The Clerk produced evidence that one letter asking for additional information was received from HLB AV Audit last year and no additional charges were

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incurred. This year they have charged £20 for a similar letter. The Council agreed they would pay the £120 plus VAT but would dispute the additional £20 on the grounds that the Parish Council were not charged for additional correspondence last year.

- 3.4. **Litter Problem/Vandalism:** Mr Roff reported that the litter was still a problem on the play area. Clerk confirmed she had written to Larry Jordon at Kidlington Police Station asking him to attend a meeting. Mr Roff reported that the VHMC would like a meeting with the police and Parish Council to discuss vandalism, Clerk will try and arrange a convenient date. The BVHMC are calculating how much the recent vandalism is costing them. Clerk to include the Crimestoppers free telephone number in the Link. 0800 555111.
- 3.5. **Village Information: Update for January Link.** Mrs Trevellyan is working on this and the Council discussed what should be taken off and what should be included in the new update.
- 3.6. **New Parish Councillor.** The Clerk confirmed she had put up a notice advertising the position and had contacted Cherwell District Council informing them of the vacancy. They will contact her if an election is necessary, otherwise the Parish Council will be able to co-opt. Clerk to write to Mrs Waters thanking her for all her work on behalf of the Council. The Clerk was advised by Cherwell District Council to minute that Ms Linda Adams has now married and is now Mrs Linda Wilkinson.
- 3.7. **Parish Council Meal.** Mrs Wilkinson is looking into this and will have details for next meeting.
- 3.8. **Footpaths: ploughed footpath on University Land.** The Clerk reported that the footpath across two fields behind the University's buildings have been ploughed up by the University's tenant. Clerk to write to the University requesting their tenant reinstates the footpath as a matter of urgency.
- 3.9. **The Coach House, Springhill Road, Begbroke, Roof tiles.** Item 7.21 was read out and noted.

4. Report by County & District Councillors:

5. Planning:

Applications:

Decisions:

04/01849/F: 3 Fernhill Road, Single Storey Side Extension. Granted.

Conditions of Planning:

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

6. Council Representatives:

- 6.1. A44 A. No report
- 6.2. BVHMC. Mr Roff gave a brief report.

7. Correspondence:

- 7.1. Pat Waters. Letter confirming resignation from Parish Council. Noted.
- 7.2. HLB AV Audit. Annual Return and Invoice. See item 3.3
- 7.3. OALC. A guide to becoming a quality Council. Noted.
- 7.4. The Spakespeare's Way Planning Group. Land owner information required. Pass onto Mrs Hastings.
- 7.5. David Cameron MP. Response to speed limit letters. Noted.
- 7.6. Victim Support. Fund Raising appeal. Circulated.
- 7.7. ORCC. AGM Wed 24/11 Exeter Hall/News issue 27. Circulated.
- 7.8. OCC. Survey and Oct News. Clerk to complete survey.

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- 7.9. CDC. Crime & Disorder –audit consultation/ Cherwell community safety strategy group audit document. Circulated.
- 7.10. Thames Valley Crimestoppers. Posters on notice board. Noted.
- 7.11. Wicksteed Leisure. Disability discrimination act 1995 information. Circulated.
- 7.12. Nicholson Nurseries. Updated brochure. Noted.
- 7.13. CDC. Temp, uses of land & buildings at former RAF Upper Heyford. Noted.
- 7.14. OCC. Firework poster. On notice board. Noted.
- 7.15. The Play Service (George Taylor). Information. Circulated.
- 7.16. OCC Colin Carritt (Highways). Notice of his retirement and his successor Ralph Grant. Noted.
- 7.17. OALC. County Circular. Circulated. Clerk to write for free information guides'.
- 7.18. The Playing Field Newsletter/AGM 4/11 Tackely Village Hall. Circulated.
- 7.19. CDC. Code of Conduct – registering interests & freemasonry –revised advice. Circulated.
- 7.20. OCC. Supported bus service: chipping Norton & Woodstock. Noted.
- 7.21. CDC. Response to Clerks letter regarding materials used on roof. Noted.
- 7.22. CDC. Annual Parish Liaison Meeting 4th November. Noted.
- 7.23. Clerks Direct. Circulated.
- 7.24. OCC. Acknowledgement letter.
- 7.25. Office of the Deputy Prime Minister. Ethical framework regulation.
- 7.26. MacVenture Play Co. Information.
- 7.27. OCC. Lifestyle magazine, Nada.
- 7.28. N R Prickett. Invoice and new quote for 2005.
- 7.29. Paul Evans. Notice of resignation as District Councillor.
- 7.30. OCC. Transaction Booklet.

8 Financial Matters:

Balances as at the 25th October 2004

Current Account: £ 575.38 Deposit Account £22,580.21

Transfer Required: £2,000

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary October)	£ 305.73 ✓
Mr Prickett Grass Cutting (3.2.)	£1916.43 ✓
HLB AV Audit (3.3.)	£ 141.00 ✓

9. Any Other Business:

9.1. Dr Durrant reported that our local postman is soon to retire and that when he is on holiday the post is not delivered correctly. Clerk to write to the Post Office, asking when our postman has retired we get a competent replacement.

10. Date of Next Meeting:

Tuesday 7th December 2004

Tuesday 11th January 2005 at 7pm

Signed Adrian Eden

Dated 7/12/04

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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 DECEMBER 2004.**

1. Present:

Mrs L. Dresden, Mrs L. Wilkinson, Dr Jill Durrant, Mrs M Hastings District & County Councillor, Mrs S. Ganter and The Rev Andrew Parkinson.

Apologies:

Mrs C. Trevellyan and Mr J. Roff.

2. Read and Confirm Minutes of the last meeting.

- 2.1. The minutes of the meeting held on Tuesday 2nd of November 2004 were read and confirmed as a true record and signed by the Chairman Mrs Dresden.

3. Matters Arising from the Minutes:

- 3.1. **January Meeting with Inspector Joe Tripkovic & Larry Jordon.** Clerk to ask Inspector Tripkovic and PC Jordon to arrive at 8pm with the meeting starting half hour earlier at 7pm.
- 3.2. **7.18 – Village Hall Management Committee.** Item 7.17 was read out. Mrs Dresden felt that before the Council could commit to giving such a large sum of money over to the Village Hall Management Committee, the Council should see their business plan and consult local residents on whether they wish to contribute to the Village Hall via their Council Tax. The Council fully supported this view and the Clerk will raise this in the January Link.
- 3.3. **Playground:** It was noted that the wooden fence by the play area owned by the neighbour needs replacing, this has been damaged by vandalism. It was suggested that a prickly shrub be planted to deter future vandalism. Mrs Dresden offer to donate a shrub she no longer requires and the Clerk will ask Brian Knott to plant this when he fixes the new litter bin. It was noted that the playground sign needs the trees cutting back so that it can be seen from the road.
- 3.4. **Road Issues: grass cutting/pedestrian crossing/white lines at junction of Begbroke Lane and Service Road.** Clerk to write to the Highways Dept of the County Council requesting they install traffic lights to replace the roundabout which could incorporate a pedestrian crossing. Item 7.16 was read out.
- 3.5. **Litter Problem/Vandalism/Meeting with Police.** All Councillors to think about questions to be raised at the meeting.
- 3.6. **Village Information/update for January Link:** The draft Village Information sheet was agreed and the Clerk will ask Mr Lloyd to include it on the back of the January Link.
- 3.7. **New Parish Councillor:** The Council are still trying to fill the position.
- 3.8. **Parish Council Meal:** It was agreed to arrange a date for the new year, Councillors to bring their diary's to the next meeting.
- 3.9. **Footpaths: ploughed footpath on University Land.** Clerk to write to University.
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- 3.10. Victim Support – donation request from last month:** The Council agreed to give a donation of £25.
- 3.11. Link Magazine – January Issue:** Clerk to ask if residents have objections to some of the precept being used to help the Village Hall and raise funds for a crossing on the A44, New Parish Councillor, Vandalism – meeting with Thames Valley Police, Report that Paul Evans has resigned as our District Councillor, Welcome new Vicar, Andrew Parkinson.
- 3.12. Precept for 2005/6:** It was agreed to leave this until next month.
- 3.13. Insurance Quotation:** Mrs Dresden to give Clerk address of the NFU so that she can write for an insurance quote before the insurance renewal is due in June.

4. Report by County & District Councillors:

Mrs Hastings reported that the proposed railway station at Kidlington is unlikely to go ahead. Land charges are being reduced.

5. Planning:

Applications:

04/02050/F; 04/02052/LB; 04/02049/F (outline). Merton College, Hall Farm, conversion of barns to 5 No. dwellings.

04/02397/F, 17 Begbroke Crescent, Change of use of land.

Decisions:

04/01994/F – 37 Wodstock Road West, two storey extension to rear etc. Granted.

Conditions of Planning:

04/00720/F – Conversion of Coach House into 5 No. dwellings (item 7-10)

6. Council Representatives:

- 6.1. A44 A. No report
6.2. BVHMC. No report.

7. Correspondence:

- 7.1 . Cherwell District Council. Orchard House gate. Clerk to write back requesting they read her letter again and respond as requested.
- 7.2 OALC. Agenda for Winter General Meeting. Circulated.
- 7.3 Sue Blackshaw, bus service. Circulated.
- 7.4 The Oxfordshire Woodland Project. Donation request. To be discussed next month.
- 7.5 National Fire Control Project – public meeting 11 November. Noted.
- 7.6 OCC, Begbroke speed limit. Noted.
- 7.7 CDC, Housing Dept leaflets. Circulated.
- 7.8 N E Oxfordshire NHS – Agenda. Circulated.
- 7.9 OCC, News/County Councillor publicity poster. Noted.
- 7.10 Cotswold Playgrounds Invoice. The Council agreed that £364.03 retention be held back until the re-seeding of the grass is complete.
- 7.11 Government Office for the South East. Circulated.
- 7.12 The Standards Board for England. Booklets. Circulated.
- 7.13 CDC, Confirmation of Byelaws – regulation of cosmetic piercing and semi-permanent skin colouring businesses. Circulated.
- 7.14 OCC, Nada Magazine. Circulated.
- 7.15 CDC, Parish Council update. Circulated.
- 7.16 OCC, White line markings. See item 3.4.
- 7.17 BVHMC – Precept for 005/6. See item 3.2.
- 7.18 BVHMC – notice that members will attend this meeting and the next. Noted.

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- 7.19 Glasdon UK Ltd – Invoice for new litter bin. The Council agreed to pay this.
- 7.20 Oxfordshire Association for the Blind –donation request. The Council agreed to give a £50. donation.
- 7.21 Oxford Green Belt. Circulated.
- 7.22 Standards Board booklet. Circulated.
- 7.23 Land Registry – Half Way Service Station. Noted.
- 7.24 Wickstead Leisure – safety grass brochure. Noted.
- 7.25 Mrs J. Ball. Cheque for sponsored tree in memory of Mrs Dawn Vardy. She has requested tree No. 61 which is next to the tree in memory of Mr Vardy.
- 7.26 Society of Local Council Clerks – Conference – Noted.
- 7.27 Oxfordshire Leaflet. Circulated.
- 7.28 Glasdon UK, statement. Noted.
- 7.29 OCC – Government School Travel Action Plan – capital grants. Circulated.
- 7.30 Mrs Susan Ganter – Hall Farm planning applications. Noted.

8 Financial Matters:

Balances as at the 25th November 2004

Current Account: 353.31 less o/s cheque £141.00 therefore balance available £212.31

Deposit Account: £20,581.21

Transfer Required: £3,500

The following accounts are presented for payment:

Mrs H Hastings (Clerks Salary November)	£ 305.73 ✓
Cotswold Playgrounds	£ 3000.00 ✓
Glasdon UK Ltd	£ 202.26 ✓
Victim Support	£ 25.00 ✓
Association for the Blind	£ 50.00 ✓

9. Any Other Business:

No other business was discussed.

10. Date of Next Meeting:

Tuesday 11th January 2005

Tuesday 1st February 2005

Signed 

Dated 11/1/05