

COMBE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 12<sup>th</sup> October 2011 - Approved

Present:

Michael Green – Chairman  
 Elena Softley  
 Paul Williams  
 Celia Adamson  
 Simon Oliver  
 Neil Owen – County Councillor  
 Julia Sharpe - Clerk

Apologies:-

Philippa Howells  
 Gillian Oldfield - District Councillor

Members of the Public - Eight

Number	Item	Minutes	Action
136/11	Diamond Jubilee Celebrations	<p>Members of the Combe Celebrations Committee and representative from all village organisations attended for this item.</p> <p>Elena Softley began by welcoming every-one and outlined previous events held for the Golden Jubilee. It was broadly agreed to aim to hold events on the village green on Saturday 2<sup>nd</sup> and Sunday 3<sup>rd</sup>, with a band on the Saturday evening followed on Sunday with a combined Church Service, picnic/street party lunch and all age disco. Many ideas, including the bell ringers ringing a peel, a flower festival in the Church, sports and a tea party for the children, a tea dance, a brass band, an open mike session and an all-round entertainer were considered and it was agreed that organisations would each discuss the ideas and report back at a future meeting, date to be arranged. Funding was briefly discussed and Elena Softley said that she would be asking the Parish Council to make a contribution when figures were clearer. Bob Kearsey said that Malcolm from the pub had applied for a road closure order to close the road from the Reading Room to Orchard Close to cover the whole holiday period.</p> <p>Wendy Foster said that the school could be available and had the facilities of a big screen, a full kitchen and a hall suitable for a disco and tea dance.</p>	
137/11	Apologies	Gillian Oldfield, Philippa Howells	
138/11	Questions from the Public	<p>Two residents from Chatterpie Lane attended to express concerns about the volume and speed of traffic using the lane and requested urgent action to prevent an accident. It was agreed that Elena Softley would investigate how to change the GPS and that the Parish Council would raise the matter with the County Councillor and write to Highways requesting an investigation with the possibility of the lane being changed into an access only road.</p>	<p>ES</p> <p>JS</p>
139/11	Register of Interests	Michael Green – Hedge from Railway Bridge to Swan Bridge.	
140/11	Minutes of the last meeting	Minutes of the meetings held on Wednesday 14 <sup>th</sup> and Wednesday 28 <sup>th</sup> September were read and signed as correct.	

141/11	Matters Arising	<p><b>Notice boards</b> – awaiting delivery.</p> <p><b>Path across little green</b> – Simon Oliver reported that he had been to see a path laid with self-binding gravel and provided pictures. It was agreed that this would be an ideal surface. Simon Oliver and Paul Williams agreed to draft a specification for the work required for a tender document.</p> <p><b>Overgrown Hedges</b> – Despite additional letters for the Parish Council the hedge in Stonesfield Road has not been cut back sufficiently. It was agreed to contact Highways for their advice.</p> <p><b>Back of Alma</b> – Michael Green reported that the spraying of the weed and repair to fence had been done. Condition of the footpath surface reported to OCC – awaiting response.</p> <p><b>Hedge from Railway Bridge to Swan Hill Bridge</b> – Michael Green left the room for this item. It was strongly felt that the hedge should either be replanted further back or an undertaking to keep the hedge cut back be made. Michael Green returned to the room. It was agreed that he would meet with Paul Williams to look at the hedge to agree the best way forward. Michael Green also agreed to trim the hedge in Boltons Lane opposite the halt.</p> <p><b>Broadband update</b> - None</p> <p><b>Parish Council Notice board</b> – Simon Oliver agreed to undertake repair work up to £50.</p> <p><b>Water in Horns Lane</b> – awaiting response from Mouchels.</p> <p><b>Pound Wall</b>– Work completed. Awaiting invoice</p> <p><b>Combe Feast</b> – Letter received from the Hatwell consortium agreeing to conditions for 2012 feast. No reply from Mr Hebborn. It was agreed to send a further letter requesting payment stating that non-payment could lead to him not being welcome in the future.</p> <p><b>Emergency Plan</b> – Clerk to contact reception centres, first aiders and people previously on volunteers list.</p> <p><b>Dog Fouling signs</b> – Fixings now available. Simon Oliver to erect.</p>	<p>PW/SO</p> <p>JS</p> <p>PW/MG</p> <p>SO</p> <p>JS</p> <p>JS</p> <p>SO</p>
142/11	County Councillor's Report	<p>Michael Green informed Cllr Owen of the earlier issue relating to Chatterpie Lane and Cllr. Owen agreed to take the matter to Highways and report back to the next meeting. Clerk to forward correspondence.</p> <p>Cllr Owen reported that Dean Pit had now closed and that a new facility was being considered at Greystones, Chipping Norton. He said that more would be known by December. The Boundary changes to be introduced in 2014 may result in a reduction of 2 councillors for this area and Combe and Stonesfield may move to the Woodstock ward. The consultation period for the Stonesfield and Charlbury libraries has now ended and in early December the Cabinet of the County Council will be deciding what to do. Cllr Owen concluded by saying that the Snow Information Day had been very useful and agreed to send documentation on information for farmers and available grit spreaders.</p>	JS
143/11	District Councillor's Report	No Report	
144/11	To Consider Planning Applications	<p><b>Applications</b> – Nil</p> <p><b>Decisions</b> –</p> <p>Combe Mill – Granted subject to conditions</p> <p>29 Knott Oaks - Granted subject to conditions.</p>	
145/11	To agree grant for VH&RG	A resolution to pay the annual grant of £500 to the VH&RG Committee towards ground maintenance was agreed by all.	

146/11	To Approve Payments and Note Sums Received	<p><b>Payments</b></p> <table border="0"> <tr> <td>Galatic Fireworks (paid 28.9.11)</td> <td>£750</td> <td><b>VAT</b> £125</td> </tr> <tr> <td>Oxfordshire Blind Ass. - Donation</td> <td>£30</td> <td></td> </tr> <tr> <td>Oxfordshire Carers' Forum - donation</td> <td>£25</td> <td></td> </tr> <tr> <td>OALC – Course Fees</td> <td>£72</td> <td>£12</td> </tr> <tr> <td>J .Hunt – Grass Cutting</td> <td>£280.80</td> <td>£46.80</td> </tr> <tr> <td>BDO – External Audit</td> <td>£342</td> <td>£57</td> </tr> <tr> <td>G. Miles – Metal Fastenings</td> <td>£34.34</td> <td>£5.72</td> </tr> <tr> <td>HMRC – PAYE</td> <td>£240</td> <td></td> </tr> <tr> <td>J. Sharpe – clerks wages</td> <td>£120</td> <td></td> </tr> <tr> <td>VH&amp;RG – grass cutting grant</td> <td>£500</td> <td></td> </tr> </table> <p><b>Received –</b></p> <table border="0"> <tr> <td>J. S .Leisure – Fair Deposit</td> <td>£150</td> <td></td> </tr> <tr> <td>A. Trueman FOI</td> <td>£4.60</td> <td></td> </tr> <tr> <td>Mrs Balfour Play park donation</td> <td>£500</td> <td></td> </tr> </table>	Galatic Fireworks (paid 28.9.11)	£750	<b>VAT</b> £125	Oxfordshire Blind Ass. - Donation	£30		Oxfordshire Carers' Forum - donation	£25		OALC – Course Fees	£72	£12	J .Hunt – Grass Cutting	£280.80	£46.80	BDO – External Audit	£342	£57	G. Miles – Metal Fastenings	£34.34	£5.72	HMRC – PAYE	£240		J. Sharpe – clerks wages	£120		VH&RG – grass cutting grant	£500		J. S .Leisure – Fair Deposit	£150		A. Trueman FOI	£4.60		Mrs Balfour Play park donation	£500		
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147/11	Play Park Update	<p>Simon Oliver reported that the Play-Park sub-committee had met on 29<sup>th</sup> September and had agreed to merge the play park, skate bowl and cricket nets into one project as this would cover a wider age range. He outlined the grant options and said that applications would need to be submitted very soon. He requested that the Parish Council consider making a grant. He said that even if the applications were successful there would still be an approx. £10,000 shortfall which would require fundraising and that the sub-committee had discussed various forms of fundraising ideas. He said that an ideal build time would be May-Sept. 2012.</p> <p>Nicole O'Donnell of OPFA will be attending the next meeting on 20<sup>th</sup> October.</p> <p>Simon asked that the Parish Council approach the school requesting an opportunity to obtain the bandstand which has to be moved. It was agreed that the sub-committee should undertake this as part of the play park project.</p> <p>Mower Insurance – it was proposed that the insurance for the mower be transferred to Came and Company. A resolution was passed agreeing for this to happen.</p> <p>Simon Oliver asked for the Parish Council to undertake to insure the skate bowl. It was agreed that the Parish Council would obtain quotes for discussion at the next meeting but that they would not become responsible for the day to day maintenance or running of the skate bowl.</p>	JS																																							
148/11	To consider 2012-2013 Budget and set precept	The budget was considered, as a result it was agreed to request a 5% increase in the precept. This was proposed by Elena Softly and Seconded by Celia Adamson. A Resolution was passed																																								
149/11	To approve and accept 2010/2011 Audit Report	The annual audit return report was presented to the Council and approved and accepted. There were no issues arising.																																								
150/11	To review Freedom of Information Policy	<p>The existing policy was discussed. It was agreed to add the following:</p> <ol style="list-style-type: none"> <li>1. Documents available to view should be by appointment with the Clerk.</li> <li>2. Hard copies of documents should be available within 21 days of request.</li> </ol> <p>Update of policy to be sent to Michael Green for addition to the web-site.</p>	JS																																							
151/11	To discuss options for kerbing village green	Defer to November meeting.																																								

152/11	Correspondence	<p>Viridor – landfill Communities Fund – representative not required at this time.  ORCC – Grant declined.  WODC – Invitation to Oxfordshire Cotswolds Tourism Forum – 10th November – passed to Celia Adamson  OPFA – Annual General Meeting – 17<sup>th</sup> October – passed to Simon Oliver  Highways – Stonesfield Road - Temporary Road Closure  British Legion – donation to Repatriation Memorial Bell Appeal – Michael Green proposed a £30 donation, this was seconded by Paul Williams and a Resolution was passed.</p>	
153/11	Any Other Business	<p>Remembrance Sunday – wreath – Michael Green to ask Geoff Green.  Web-site – Simon Oliver urged that the web-site be updated as soon as possible.  Jubilee Celebrations – Paul Williams asked how much the Parish Council would be asked to contribute to the celebrations – Elena Softley said that this would not be known until after the next meeting. Paul Williams and Simon Oliver agreed to help with the setting up of marquees for the events.  Street Naming – Celia Adamson asked whether the Knott Oaks field had an historic name. Michael Green said that he did not think that it had.  Twitter – Simon Oliver reported that he had received two complaints via twitter concerning noise from the Alma Grove wedding party.</p>	MG
154/11	Next Meeting	<p>The next meeting of the Parish Council will be on Wednesday 9<sup>th</sup> November at 7.30pm in the Reading Room.</p>	