

**Minutes of the Meeting of
Tetsworth Parish Council
Held in the Memorial Hall
at 7.30pm on Monday 11th April 2011**

Present: Cllr. Jenny Kellond (JK) (Chairman)
Cllr. Hazel Bottone (HB)
Cllr. Martin Petheram (MP)
Cllr. Martin Redman (MR)
Cllr. John Thompson (JT)

Officer: Sarah Pullen

Members of the Public: 6

- 054/11 Apologies for Absence
Cllr. Karen Harris (KH), Cllr. Dorothy Brown, Cllr. Roger Belson, PCSO Jacky Madden.
- 055/11 To receive Declarations of Interest
To receive any declarations of interest from Councillors relating to items to be considered at the meeting in accordance with the provisions of the Councils Local Code of Conduct.
Martin Redman declared a prejudicial interest in Planning Appeal – Land adjacent to A40 Tetsworth. He signed the book as he is the owner of this land and did not comment on this item. However, there was no vote required for this item.
- 056/11 Minutes of the Council Meeting held on Monday 14th March 2011 to be signed as a correct record
047/11 That this minute does not make it clear that Mr Stenning is the Area Steward for Highways and Transport.
Resolved: That with the above correction these minutes, are a correct record and that they be signed by the Chairman.
- 057/11 Matters arising from the minutes
There were none.
- 058/11 District Councillors Report.
There was no representative
- 059/11 County Councillors Report
There was no representative.
- 060/11 To approve Expenditure and sign the following cheques:
S. Pullen £440.00
ORCC Membership £30.00
Resolved: To accept the expenditure and sign cheques.
- 061/11 To receive the Monthly Financial Report
Balances:
Current Account: £562.39
Savings Account: £10158.28
High Interest Account: £10000.00
Resolved: To accept the monthly report and transfer £500.00 to Current Account.

The Clerk reported that she has sent off the VAT return to claim back £462.77

Memorial Hall £308.60

End of Year Financial Report

The Clerk presented the Financial Report for the end of the year 2010/11.

Resolved: To accept this report and for the Chairman to sign.

PAYE

The Clerk reported that she has registered the Parish Council as an employer with the Inland Revenue. However, no paperwork has been received. Therefore the OALC has advised to continue with payments for the Clerk on receipt of invoice until employment set up.

JT reported that he has written to MP John Howell about this matter. John Howell is investigating.

Allotment Rents

There was a discussion about Allotment rents. They have not been increased for several years from £9 per year.

Resolved: To increase rent to £10 per year. This should be reviewed annually. The Clerk to write to the allotment holders to inform them of this decision. Also a reminder that the hedges remain the allotment holders responsibility to maintain.

Rents

There was some discussion about the four rents for Access and Boundary and also Parking on Parish Land.

Resolved: To keep the rents the same at £5 per year for Access and Boundary and £100 per year for Parking on Parish Land. The Clerk to send out invoices. This should also be reviewed annually.

Asset Register

The Clerk distributed a copy of the Asset Register which is required for the Internal Audit.

Resolved: To accept the Asset Register as a true record.

062/11

Youth Development on the Green

HB reported that Cllr Harris and the Clerk have put together a draft document as a starting point for a committee to be formed for this project.

Resolved: To launch this project at the Parish Meeting and to ask for volunteers to join a committee. This should then be added to the agenda for May to take forward.

063/11

Planning

Planning Decisions:

There were none.

Planning Applications:

P11/E0516 – 28 Back Street, Tetsworth. OX9 7AN

Demolition of existing rear extension and erection of new rear extension.

APPROVED - Vote: 4 In Favour, 1 No Strong Views

Planning Correspondence/Information:

Land Registry: Land on the South side of High Street, Tetsworth (Thame).

B149 Notice to an adjoining owner of an application for registration of a person in adverse possession.

Notification of Planning Appeals

P10/E1746 – Little Acre, High Street, Tetsworth. Erection of an agricultural barn.

Resolved: To bring previous comments to the attention of Cllr. Dorothy Brown. Also to request from SODC any dates for site inspection so that a representative of the Council can be present.

P10/E091/RET – Land adjacent to A40 Tetsworth

Change of use to land at Mount Hill Farm, Tetsworth for the creation of a temporary hard-standing parking area adjacent to London Road, Tetsworth (as amplified by additional information and travel plan received 18th August 2010).

Resolved: To reiterate previous comments and to request any dates for site inspection so that a representative of the Council can be present. Also to add to comments:

- That this scheme relieves parking on the High Street;
- It allows expansion of local business thus promoting employment;

- Large lorries find it easier to manoeuvre into the Isis Car Park.

064/11

Village Environment
Grass Cutting

A quotation has been received from Swan Gardens for Grass Cutting. A lot of the areas have changed over the years and therefore a new plan is required before going out to tender for future.

Resolved: To accept this quotation for 2011. The Clerk to speak with Swan Gardens to put together an area plan. Clerk to request tenders for 2012 and to add to forward plan.

065/11

Common and Parish Land

An email has been received following the erection of signs in the Turning Circle. These signs had been erected as the refuse lorries find it difficult to turn and have to reverse back down the hill.

JT stated that he is still trying to work with the SODC to get this area tarmaced. The more people that park in the area supports the cause that this road needs attention. JK reported that the signs have now been removed.

066/11

Parish Plan

MP distributed an action plan showing the status to date of the Parish Plan. He has requested that Councillors feed back further information to update this document for the next Council to take forward. JT stated that following the plan the ORCC conducted two surveys for Housing Needs and a Travel Plan.

Resolved: That when updated it should also be uploaded to the website and also the ORCC website also. This should also be added to the forward plan.

067/11

M40 Group

Nothing to report.

068/11

The Patch

All repairs are now up to date. HB is happy to continue with checks.

069/11

To consider the following correspondence

015 NALC Publications – It takes all sorts, All about local councils, poster promoting participation in the elections and two copies of third edition of The Good Councillors Guide.

Resolved: That these are distributed to the new Council in May.

016 OCC Consultation Portal – Residential parking provision policy for new developments. - **Noted**

017 ORCC – News Bulletin – March 2011. - **Noted**

018 Proposed new Sainsbury's at Thame Cattle Market. - **Noted**

019 OCVA Funding Newsletter. - **Noted**

020 OAYP – Funding for Youth Projects. - **Noted**

021 Letter from Programmer Officer – Luton & Southern Central Beds Joint Care Strategy. - **Noted**

022 Briefing note on bus pass issuing from 1st April 2011. - **Noted**

023 Owain Devey – Tree Work Requirements. - **Noted**

070/11

Any other business for discussion

War Memorial

HB requested some plants for the War Memorial. There is £24 remaining in last year's budget.

Resolved: That HB can spend up to £24 on plants for the War Memorial.

Tetsworth Sports and Social Club

Following comments during our Open Forum last month, JK has visited the Manager of the Club – Frank to discuss bookings in the club. He is looking into whether they were permitted. There followed some discussion about our agreement with the Club.

Resolved: To add to the forward plan to review the agreement once a year and to hold a meeting annually with the Club.

Parish Council Paperwork

The Parish Council archives are currently being stored in a barn owned by the Chairman, Jenny Kellond. However, this facility will not be available after next year and an alternative should be sort.

Resolved: To contact the ORCC with reference to their archiving facility.

071/11

Date of Next Meeting

Due to the elections, the May meeting cannot be held on the second Monday of the month. Therefore it should be moved to Monday 16th May.

The Annual Parish Meeting – Monday 18th April – 8pm.

The Annual Meeting of the Parish Council – Monday 16th May – 7.30pm

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.32pm