

**Minutes of the Meeting of
Tetsworth Parish Council
Held in the Memorial Hall
at 7.30pm on Monday 10th February 2014**

Present: Cllr. Karen Harris (KH) – Chair
Cllr. Alan Martin (AM)
Cllr. Hazel Bottone (HB)
Cllr. Marjorie Sanders (MS)

In attendance Cllr. David Wilmshurst

Officer: Sarah Pullen

Members of the Public: There were 2.

020/14 Apologies for Absence
Cllr. Dorothy Brown, Cllr. Paul Margan (PM), PCSO, Michelle Jacques.

021/14 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.
There were none.

022/14 Minutes of the Council Meeting held on Monday 13th January 2014 to be signed as a correct record.
Resolved: That these minutes are a correct record and that they be signed by the Chairman –
UNANIMOUS.

023/14 Matters arising from the minutes
There were none.

024/14 Update of the Actions List
See revised list attached.

025/14 Update of recruitment of New Councillor
We have had no applicants.

026/14 District Councillors Report
There was none.

027/14 County Councillors Report
The next meeting of the County Council is the budget meeting. The County are looking to save a further £64 million. However, not all the cuts will need to be made as originally thought due to an extra £4 million. Some of this will be used for visits to the elderly (social worker visits will be extended) and some towards flooding works. There will be an increase of 2% on the Council Tax.

The Councillors thanked DW following The Big Clean in Tetsworth. This has made a huge difference especially to the A40.

028/14 To receive the Monthly Financial Report
Balance at Bank 31st January 2014 - £11,347.65

The Clerk presented the monthly report.

KH stated that future payments can now be made electronically. However, we should amend our financial regulations to include this. It was suggested that a 'payment book' is also put in place for payments to be signed off at a meeting before payments are made.

Resolved: To put a new payment system in place to accommodate electronic payments.
UNANIMOUS.

029/14

To approve Expenditure and sign the following cheques:

S. Pullen Clerk (January)	£316.67
Swan Gardens (July/August)	£435.63
Swan Gardens (Sept/Oct)	£380.84
OPFA Membership	£ 40.00
Dog Bin Emptying	£ 75.35

Resolved: To accept the above expenditure – UNANIMOUS

030/14

To sign off Clerks Contract and Review as discussed at last meeting.

Resolved: To sign off Clerks Contract and Review - UNANIMOUS

031/14

PATCH/Skatepark

HB reported that PATCH and the Skatepark are obviously sodden following the recent rainfall. We should assess the area when dry.

032/14

Memorial Hall

AM reported that the Hall has been painted. There has also been a viewing this week for a new potential hirer. The next step is to develop the kitchen and they would like to start this – a new kitchen design is in progress. Lampshades are now required for the main hall. There was a circus last week which was sold out. There is an acoustic folk group on the 30th March and the Swan has booked for early March. The committee are also looking to get BT Broadband.

033/14

Planning Applications

Planning Applications:

There were none.

Planning Decisions:

There were none.

Planning Correspondence/Information:

Ditch adjacent to the Swan

It has been reported to us that Rectory Homes have put drainage pipes into the ditch adjacent to The Green. This is the same ditch that Rectory Homes informed us does not belong to them. It was noted that a planning application P14/S0117/DIS has been lodged with SODC for discharge of conditions 17 & 18 on application P11/E2491. This relates to the drainage on the original application. The Clerk has spoken to the planning officer, Paul Lucas and explained the ownership difficulties on this ditch. His response as follows:

I am afraid the Council is unable to arbitrate on matters of land ownership. Details of land ownership are held by the Land Registry. However, our drainage consultant has the following issues with the proposed/implemented drainage system as set out below, which will have to be resolved before the details can be approved:

Despite the ditch ownership arguments, given the depth of the drainage outfall into the ditch, the onus is on Rectory to ensure that the ditch is deep enough to receive discharge from the site - which from one of the photos sent through does not appear to be the case currently. A clear outfall from the site and a grade on the ditch to ensure that flows are not obstructed

downstream will be required of Rectory, as this will allow to their site to drain properly.

The 'headwall' outfall into the ditch indicated on the photo is substandard.

The Clerk reported that she has taken advice on the matter from Stefanie O'Brien as follows:

As for the ditch, I think the council should put in a formal objection to the grant of planning permission, and if Rectory Homes are currently using it as a drain then I could write requiring them to cease to do so immediately. From what you told me, it is unlikely that they own it but it may be difficult to reach a definitive conclusion that you do. However, on the basis that they told you that you did own it I would advise you to ask them to negotiate a formal right (known as an easement) to drain into the ditch on the basis that they pay the legal fees and a suitable contribution towards repair and maintenance.

This is subject to your council reaching the conclusion that it is appropriate to agree the drainage easement given the points made in the response from SODC. If works are required then if the council agrees to grant the easement Rectory would be expected to pay for the cost of the works. My firm's charging rate is £190 plus VAT but I would expect the third parties in question to cover the legal fees for both matters.

Resolved: To appoint Stefanie O'Brien solicitors to resolve the ownership of the ditch and bring the planning matter to a satisfactory conclusion.

Newts at Rectory Homes site

KH reported that she has visited the new houses on the site behind The Swan. When speaking to the Sales person at the site, it was unclear whether hibernacula's have been built for the newts. Planning permission was granted with the condition that 2 x hibernacula's are provided for the newts. Protection is the responsibility of Rectory Homes. KH to contact the protection people to find out what has been done. Clerk to add to Action Plan.

The Oxfordshire Golf Club planning application – Lights

Resolved: MS to draft a letter to SODC.

34/14

Village Environment

The Laurels

We have been contacted by Mr Goldsmith regarding an Elder Tree which has fallen in the Jitty. There are also two other trees which require attention.

Resolved: KH will contact Owain Devey. Expenditure of £250 was unanimously approved for these works.

The Green

There are still offcuts from trees following works to Mr and Mrs Robinsons trees in the corner of the Green. It was agreed that these should remain until the Green is dry enough for a vehicle.

Dog Mess

There was a discussion about dog mess, particularly on the Green. KH has had some posters printed which were distributed as this is a major problem when TSSC are grass cutting.

Fix My Street

There is a bad pot hole in Parkers Hill. This should be reported via Fix My Street.

The Big Clean

It was reported that the works done during the Big Clean made a huge difference. Clerk to write and thank the Big Clean and copy David Wilmshurst.

35/14

Knap Cottage

The Clerk reported that following discussions with Stefanie O'Brien solicitors that the TPC should consider a charge for the land at Knap Cottage. She has also advised that we raise an invoice for the rent @ £100 for 13/14.

Resolved: That we should progress with the transfer of the land to Mr and Mrs Armstrong.

36/14

Community Led Plan

John Gilbert reported that the first team meeting has been held for the CLP with six people attending. However, a further six people have expressed an interest in joining the team. The team have set an ambitious time line to include the initial consultation and draft for presentation to council at the July meeting.

They have also engaged with local organisations and special interest groups – TSSC, Church and Schools etc. A template questionnaire has been sent to the Memorial Hall committees for their next meeting. John has attended the ORCC seminar where positive help was offered.

A Tetsworth questionnaire has been drafted for approval at the next meeting. This has been designed for households up to five people.

There are some concerns about the Tetsworth Newsletter however as various articles have been submitted but not included. It was suggested that Caroline Cann is contacted with regards to this.

37/14

Correspondence

A report was received from PCSO Michelle Jacques as follows:

Op Maginot

To detect and deter travelling criminals. Intelligence gathering using ANPR capability with a high visibility Police presence. (ANPR Automatic number plate recognition)

Op Magpie

Vehicles leaving any items on display are noted by officers on patrol and a letter sent to the registered owner. Letters are advisory only.

SPEEDING

Concerns were raised about the speed limit being abused following the installation of a VAS. A Speed Indication device was used to monitor the traffic coming into Postcombe during peak times. The results indicated that 98% of drivers were within national guidelines.

Good Work & incidents.

Horses were reported as loose between Tetsworth and Postcombe. Officers were able to re secure them prior to any accidents.

At the beginning of the year the Social club was burgled. The investigations are on-going at this time.

Some males described as eastern European were reported as using a money exchange scam whereby they tried to confuse a barman into giving them money. Officers attended however the males had left without trace.

38/14

Other Matters for Discussion

Duke of Edinburgh/Litter Picking

David Nixey has spoken to AM to see if we are able to consider using his son and a friend to do a monthly litter pick as part of their Duke of Edinburgh award. They boys are 13 years old.

It was agreed that we would need to take further advice from the DOE scheme and also to ask SODC about risk assessments etc before this could be taken further.

AM to contact David Nixey and update him.

Training

KH has booked to attend a Chairman's Training course at SODC in May. The cost is £65 plus VAT.
Resolved: To approve expenditure for this course – UNANIMOUS.

39/14

Date of Next Meeting

10th March 2014

Forthcoming meeting dates to be as follows:

April meeting – Monday 14th April

Parish Meeting – 28th April

Annual Meeting of the Parish Council - Monday 12th May

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.58pm