

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

Present: Cllr. Karen Harris (KH)
Cllr. Hazel Bottone (HB)
Cllr. Adrian Cannon (AC)
Cllr. Kim Baghat (KB)
Cllr. Martin Petheram (MP)

Officer: Sarah Pullen

Members of the Public: There were 3.

154/11 Apologies for Absence
Cllr Dorothy Brown.

155/11 Co-option onto Council
We have received 2 applications which were read out at the meeting.
Each councillor has one vote by show of hands. The person elected must get a majority of votes. Whoever receives the most votes will be co-opted.

Resolved: That Alan Martin be co-opted onto the Parish Council.
Alan Martin (AM) signed the 'Acceptance of Office' forms and then joined the meeting.

156/11 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.
There were none.

157/11 Minutes of the Council Meeting held on Monday 12th September 2011 to be signed as a correct record
142/11 – It was agreed to go ahead with PAYE for the Clerk.
147/11 – Should read KH has invited Mr Nixey to attend our next meeting.
139/11 – Sunnymede is spelt incorrectly. (not Sunneymead).
139/11 – Citizens Advice Service – Should read The District Council support CAB as do many Parish Councils.
143/11 – AC asked if buying skatepark now may prevent possibilities of buying a new scheme in the future.

158/11 Matters arising from the minutes
There were none.

159/11 District Councillors Report.
There was no representative.

160/11 County Councillors Report
There was no report.

161/11 To approve Expenditure and sign the following cheques:

Senior Citizens Christmas Party	£200.00
Materials for Bench	£ 22.70
RBL Wreath	£100.00
Came & Company (Broker Network)	£160.65

Resolved: To accept the expenditure and sign cheques.

Resolved: In addition to expenditure on the Agenda it was agreed to raise a cheque for Fearless Ramps for £3600.00 as agreed at the September meeting. This should be sent after the Digley Associates inspection which is due on Wednesday.

162/11

To receive the Monthly Financial Report

Balances:

Current Account:	£2.94
Savings Account:	£5397.04
High Interest Account:	£10000.00

The Clerk reported that the SODC Precept payment for £5000 has been received into the Savings Account.

Resolved: To accept the monthly report and transfer £1000 from Savings to Current Account.

Online Banking

The Clerk reported that she has not always been receiving bank statements in time for meetings. She has requested an online banking facility for transfers of funds and statement only.

Resolved: To approve on-line banking for transfers and statements only.

New PAYE arrangements for Clerks

AC reported to the council prior and during the meeting on his findings regarding PAYE for the clerk. KH disputed these findings. We need to revise the Clerks contract and AC has distributed a draft to all Councillors and the Clerk for comment. We will now have to accept the extra costs of holiday pay etc. Payslips can be generated 6 monthly and a return should be submitted to HMRC quarterly. KH stated that by reducing the Clerks hours, by not having an August meeting this may go some way to covering our extra costs. The payment of holiday pay should be addressed at our budget meeting. Employers liability and risk assessments also need to be covered.

Resolved: That Council should follow the advice KH acquired to minimise the cost of payroll services and to speak to Denise at SKP Solutions and look at an annual budget of £40 to cover administration.

Budget

There was a short discussion about budget setting in preparation for our next meeting.

163/11

Youth Development on the Green

PCSO will attend the November meeting to discuss various grants available for Youth Projects – Two grants will be outlined, one for the Youth Club and one for a youth project.

Digley Associates are coming within the next week to inspect the Skatepark.

164/11

Planning

Planning Applications:

P11/E1387/RET – Mellon Place, Attington Stud, Tetsworth

Erection of general purpose agricultural building and erection of cattle shed (retrospective).

Approved - UNANIMOUS

P11/E1498 – 11 Marsh End, Tetsworth

Demolition of existing precast concrete segmental garage and construction of a single storey side extension.

Approved - UNANIMOUS

Planning Decisions:

There were none.

165/11

Tetsworth Sports and Social Club

As discussed at previous meetings, we need to re-establish regular meetings with the Village Green Management Committee and TSSC. These have lapsed over the last few years.

Resolved: To invite the Management Committee to the November meeting at 7.30pm.

166/11

Village Environment

Salt Storage

KH reported that Mr Redman is happy to store extra salt as we have to order in bulk. Mr Redman has also kindly offered to distribute. We can now contact Sarah White to see if she would like us to order the additional salt bin for Swan Gardens as agreed at previous meeting. AC reported that there is a salt bin in Yew Tree Close which does not get filled. This is due to it not belonging to the Parish Council and therefore must be privately owned.

Resolved: The Clerk to order the salt and contact Sarah White.

Copper Beech Tree adjacent to War Memorial

KH reported that we have now received three quotations for the work required to the Copper Beech Tree. We are still waiting for confirmation of the Tree Preservation Order (TPO). There is one branch over the Memorial.

Resolved: To accept the quotation from Complete Tree Care to raise the crown - £270.

Willow Trees

We have received a complaint from a neighbour to the Willow Trees at the back of the Green as they appear dangerous. KH has visited the site - there are six Willow Trees with a TPO – two are in the garden of 17 Swan Gardens and there is also one Hornbeam Tree and one Maple. One of the Willow Trees has a huge bough which has fallen leaving a lot of debris. KH has contacted the three tree companies to obtain quotes. Devey Tree Care has given a price of £190 to clear the broken bough, and subsequent debris. As this work is urgent, we do not require immediate permission and it was proposed that we continue with this quote. However, we do need a proper maintenance schedule in place for all our trees with a TPO and each supplier has also been asked to quote for this.

Resolved: To ask Owain Devey to go ahead with the urgent work on the Willow Trees.

Allotments

As discussed at a previous meeting the hedge around the allotment requires attention as it is now too high for the allotment holders to deal with.

Resolved: To have a working party at 10am on the 5th November. KH to contact the allotment holders to inform them of the date.

167/11

Common and Parish Land

KH has now got old paperwork with regards to the Turning Circle and is continuing the investigations started by John Thompson.

168/11

Parish Plan

There was nothing to report.

169/11

M40 Group

KH reported that Dave Harris has attended one M40 meeting so far and is due to attend another one this week. Dorothy Brown attended a meeting at the end of September with the Highways Department and Defra. It was reported that Dorothy was a great asset at the meeting and the District Councillors from Wycombe also put forward a good argument. The AGM for the M40 Group is at the Belfry in November. It was also reported that Defra were not represented sufficiently by people with any authority.

170/11

PATCH

Dave Pullen has estimated that the cost of repairs to PATCH will be approximately £150 plus materials. These will be provided at cost.

Resolved: To accept this price and proceed with the repairs.

171/11

To consider the following correspondence

46 OCC – Bus Service 275 update. (reply required by 19/10)

Resolved: That Martin Petheram will investigate and reply.

47 Oxfordshire County Council – Minerals Plan Consultation 2011 - **Noted**

48 Northamptonshire Council – Carkraft – Driving Experience – **Noted**

172/11

Any other business for discussion

Grass Cutting at the Church

John Thompson cut the grass at the Church for many years as a volunteer. KH has visited the Vicar who has stated that this is usually a manpower issue and not a financial one. Alan Martin is happy to assist with cutting the grass and we should also try and get a group of volunteers together for the future.

Resolved: KH/Clerk to contact to the PCC to offer assistance.

Chalgrove Skatepark

The Chalgrove Skatepark has an open day on the 15th October 2011 – All welcome.

Remembrance Day

AM is selling Poppies. HB is organising to prepare the Memorial.

Pub Sign on the Green

Resolved: To resend the letter to the Red Lion, requesting that they remove their sign from the Green, as the Landlady did not receive.

Manhole Cover

HB reported that the manhole cover outside the Red Lion is still broken and dangerous.

Resolved: That the Clerk report to Keith Stenning again.

173/11

Date of Next Meeting

Monday 14th November 2011

7.30pm – Meeting with the Green Management Committee

8.00pm – Meeting of the Parish Council.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.11pm