

**Minutes of the Meeting of
Tetsworth Parish Council
Held in the Memorial Hall
at 7.30pm on Monday 9th December 2013**

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

Officer: Sarah Pullen

Members of the Public: There were 2.

184/13 Apologies for Absence
Cllr. Dorothy Brown, Cllr. David Wilmshurst

185/13 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.

186/13 Minutes of the Council Meeting held on Monday 11th November 2013 to be signed as a correct record.
180/13 – Mr Reg James is emigrating.
179/13 – Mr Nixey had permission, but wanted to know if the TPC, as custodians, could be of any assistance if there were any problems.
Resolved: That these minutes are a correct record and that they be signed by the Chairman – UNANIMOUS.

187/13 Matters arising from the minutes
There were none.

188/13 Update of the Actions List
See revised list attached.

52. Saplings in the Jitty adjacent to Knapp Cottage – The Clerk advised that she has received an email from Mr and Mrs Armstrong to say that they are happy to remove these with no costs.

189/13 District Councillors Report – received
There was none.

190/13 County Councillors Report
There was none.

191/13 To receive the Monthly Financial Report
Balance at Bank 9th December 2013 - £12974.79

192/13 To approve Expenditure and sign the following cheques:
S. Pullen Clerk (November) £316.67
H. Bottone – War Memorial costs £ 36.60
Skip for TSSC £216.00

Resolved: To accept the above expenditure – UNANIMOUS

193/13

To set the Budget for 2014/15

Section 137

Currently there is £625 of unspent funds. Some of these funds will be required for the Village Plan, and the Military Records investigation is still to take place.

A request has been received from CAB for a grant. They are working with people living within Tetsworth Parish.

Resolved: To give a grant of £100 to CAB for their work. – UNANIMOUS.

There followed a discussion of S137 grants and eligibility.

Resolved: To keep **£1300** available in the budget – UNANIMOUS.

Repairs and Maintenance

Figures for repairs and maintenance were discussed as follows:

Enhancement (to include Noticeboard legs and weatherproofing)	£1000.00
PATCH	£600.00
Tree Maintenance	£500.00
Green Maintenance	£500.00
War Memorial	£50.00

Resolved: Budget figure for Repairs and Maintenance **£2650.00** – UNANIMOUS.

Fixed Costs / Administration Expenses.

Clerks Salary

It was agreed to calculate the Clerks salary as follows:

£11.296 per hour x 30 hours per month, x 11 months. (There is no meeting in August).

In addition to this 10 hours work for the Village Meeting should be allowed.

Resolved: For the Clerks Salary to total £4200 per year. UNANIMOUS.

Additional administration expenses were calculated as follows:

Insurance	£980.00
Office, Training and Travel	£300.00
Subscriptions	£100.00
Village Hall Rent	£350.00
Village Plan (in addition to section 137)	£500.00
Website	£125.00
Public Works loan repayments	£2631.00

Resolved: For Clerks Salary, Fixed Costs and Admin Expenses **£9666.00** - UNANIMOUS.

Other Fixed Costs

Dog Bins	£150.00
Grass Cutting	£2250.00

Resolved: Total for Other fixed costs **£2250.00**. UNANIMOUS

The above gives a total budget figure required of **£15,866.00**. This will be made up as follows:

Precept requested	£13,260.00
Funding from Tax Base & CTRS	£800.00
From previous years surplus	£1806.00

The remaining surplus of £2700 should be returned to Youth Project Earmarked funds.

Resolved: To agree precept of £13,260 as detailed above and to return £2700 to Youth Project

Earmarked funds. UNANIMOUS.

- 194/13 PATCH/Skatepark
The Clerk reported that Dave Pullen will repair the skatepark as soon as the weather allows. HB/KH reported that all the signs in this area are ok.
- 195/13 Memorial Hall
Still waiting for builders to organise problems with the boiler. There was a 'pop up' restaurant last Friday which was very successful. Auctions have also been booked for next year with rents at £5,000 by the Swan and two weddings have now been booked. The next plan is to refurbish the Kitchen.
- 196/13 Planning Applications
There were none.
- 197/13 Village Environment
Broken Manhole.
The Clerk reported that she has heard from Dave Clack at Oxfordshire County Council. The broken manhole cover outside the pub belongs to Thames Water. They have recorded it on their system and have spoken to the landlady at the pub. Thames Water have been informed under Section 82 of the defect officially and now have the responsibility to repair.
- The Red Lion**
Complaints have been received about the state of the area around the pub. This include bins, a fridge freezer and also an old duvet which have been left. The signs have appeared back on the Green again and should also be removed.
Resolved: To write to the Landlady and request that she tidies the area and removes the signs.
- 198/13 TSSC
A new Chairman has been appointed – Roger Benke.
There has been a working party once again working on the ditch which has been a success. Anthony Bottone has agreed to take over as Treasurer and has now received paperwork from the previous Treasurer – Reg James.
Resolved: To invite Anthony and Roger to the January meeting.
- 199/13 Land at Knapp Cottage
There is still no communication from Honeyball solicitors in Thame.
Resolved: To engage Stefanie O'Brien solicitors in Watlington and request that she obtain all the historical information from Honeyball Solicitors, register the land and sell the access to Knapp Cottage.
- 200/13 Community Led Plan
MS reported that all the local organisations have been written to and a Powerpoint presentation has been written. Agreed to upload the powerpoint presentation to the website and also on our Facebook page.
- 201/13 Correspondence
Environment and Economy – Street Lighting requirements. – KH to review by 31st Jan 14.
- 202/13 Other Matters for Discussion
M40 CEG AGM – Over 100 people attended the AGM in Stokenchurch.
The M40 between J6 and J8 is currently scheduled for resurfacing with low noise asphalt towards the end of 2014. HA representatives have indicated that tyre/road surface noise is dominant in the overall signature of motorway noise. However, they confirmed that the resurfacing project would have no impact on plans to install noise barriers along this section of the M40.

The full report from the AGM will be uploaded to the TPC website.
KH thanked the M40 Group for all their hard work.

Signage – It was noted that there are 2 commercial signs which have appeared on grass verges around the village. These should have permission. This should be referred to SODC.

Big Clean – Tetsworth is due to get the Big Clean in January. Councillors were asked to let the Clerk know any areas which require specific attention, so that she can inform the team.

Burglary – It was noted that there was a burglary in Elm Close last week.

Land Behind the Green – Following the request from Owain Devey to use the land behind the green, a further investigation has shown that a covenant on the land prohibits use of the land for anything other than a village hall.

203/13

Date of Next Meeting

Monday 13th January – 7.30pm
(To include TSSC update).

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.04pm