

Minutes of the Meeting of Tetsworth Parish Council Held in the Memorial Hall at 7.30pm on Monday 18th July 2011

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

In attendance: Cllr. Roger Belson (RB); Cllr Dorothy Brown (DB)

Officer: Sarah Pullen

Members of the Public: There were 4.

115/11 Apologies for Absence
Cllr. John Thompson (JT); Cllr. Martin Petheram (MP);

116/11 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.

117/11 Minutes of the Council Meeting held on Monday 13th June 2011 to be signed as a correct record
Resolved: That these minutes are a correct record and that they be signed by the Chairman.

118/11 Minutes of the Extraordinary Meeting held on Wednesday 29th June 2011 to be signed as a correct record
113/11 – That insurance should include Public Liability as well at £8,000.
Resolved: That these minutes are a correct record and that they be signed by the Chairman.

119/11 Matters arising from the minutes
Village Fete – The fete couldn't go ahead due to weather conditions and therefore we were unable to use this for public consultation. It was suggested that we have a stand at the Farmers Market in the future.

120/11 District Councillors Report.
Improving Opportunities, Activities & Support for Young People
SODC has given £12,500 to 51 young people for their achievements in sports, the arts and citizenship. There is now an opportunity for young people to get a grant of up to £250. There is £20,000 available for children with outstanding talent as part of the Young Achievers Awards.

Grants

The Council has given eight local voluntary groups a total of £450,000 for building and refurbishment projects including Tetsworth Memorial hall who have received £82,240 towards an extension and facility improvements which are expected to cost £208,028.

Localism Bill

Community led plans pilots are being funded by Government for two areas – one is Thame area and the other is Woodcote. This is a plan which takes into account the Core Strategy for the future of the District.

Sunnymead

DB is due to meet with the residents of Sunnymead with regards to plans to refurbish the property. This will be a similar scheme to one in Towersey. SOHA will subsequently bring plans to the Parish Council.

Q What will happen to existing residents of Sunnymead?

- A Residents will be offered alternative accommodation whilst process is in action. There will also be help with move and financial advice etc.
- Q Will this be offered to all residents?
- A Yes, or they may be offered somewhere else to live. The entire site will be knocked down and rebuilt. DB offered to take any to visit the similar scheme in Towersey.

121/11

County Councillors Report

RB congratulated Karen Harris as Chair and introduced himself to the new Councillors.

Bus Services

John Thompson has recently written with reference to reduced bus services. RB has requested that we copy him in on any follow up.

Swan Gardens - Parking

A resident from Swan Gardens reported that cars park at the entrance to Swan Gardens which is dangerous and requested double yellow lines. RB advised that this should be reported to the local PCSO.

Road Signs

It was reported that a lot of road signs have been obstructed by trees in the area and in Oxfordshire in general. RB requested a list of any in particular so that it can be followed up.

Resolved: That the Clerk report this to highways department and follow up with a copy to RB.

122/11

To approve Expenditure and sign the following cheques:

Came & Company Insurance (BMX Ramp)	£ 79.50
Swan Gardens	£179.50
S. Pullen (Clerk)	£278.13

Resolved: To accept the expenditure and sign cheques.

123/11

To receive the Monthly Financial Report

Balances:

Current Account:	£2360.50
Savings Account:	£11395.71
High Interest Account:	£10000.00

Resolved: To accept the monthly report.

New PAYE arrangements for Clerks

AC reported that he has written to the HMRC requesting that we are exempt as regulations are far from clear. If TPC have to go along this route then we would need to subcontract PAYE out at a cost.

Resolved: That AC will continue to chase. In the meantime the Clerk should continue to invoice.

Review of Financial Regulations

KB has reviewed changes.

Resolved: That the Financial Regulations are accepted by Council.

Review of Standing Orders

Resolved: That the Standing Orders are accepted by Council.

Review of Risk Assessment

Resolved: To make changes and approve at September meeting.

124/11

Youth Development on the Green

KH reported that the fitter is due to come back to inspect the skate ramp. KH also reported that she has sanded some 'rough' patches.

So far the ramp has been a huge success. The Clerk has put some pictures onto the website. It was also reported that the TSSC are happy that the use of this is not affecting the cricket matches.

Safety Issues

There was some concern that younger children are using the skate park. KH has called the school to make sure they are aware of the safety issues and relevant safety signs have been put up. KH will also put a notice in the newsletter.

125/11

Parish Plan

There was nothing to report.

126/11

Planning Decisions:

P11/E0751 – Lower Lobbersdown Farm, Tetsworth - **APPROVED**

Erection of single storey side extension to form garden room and detached double garage. Formation of Access (as amended by plans accompanying agents email dated 25th May).

Planning Applications:

P11/E0991 – Attington House, High Street, Tetsworth OX9 7BY

Change of use of land for siting of two temporary staff buildings (Log Cabins).

APPROVED - Unanimous

P11/E0972 – Mellon Place Stud, Tetsworth.

Formation of permanent drive from existing access. Formation of ménage.

APPROVED - Unanimous

P11/E0953 – Dove Cottage, 5 Parkers Hill, Tetsworth. OX9 7AG

Extension to existing conservatory

APPROVED - Unanimous

Planning Correspondance

Mount Hill Farm application has now gone to appeal. The inspector is visiting the site at 2.00pm on 26th July 2011. KH will ask JT to attend.

127/11

Tetsworth Sports and Social Club

TSSC Lease

AC reported that he has reviewed this and has found nothing unusual. It would however be useful to know information such as when redecorations have been done and any changes in trustees.

KH reported that she has spoken to trustees but doesn't think there have been any changes.

The lease is very standard and the TSSC are acting within this. However, the area which is quite grey is outside the clubhouse and the Green itself. Functions held at the club are dependent on the licensing act as are opening hours etc.

Resolved: To check what is 'lawful' and what records are kept with regards to events. The TPC should also hold copies of the TSSC risk assessments relating to fire and fixed wire, their constitution and licence documentation. The TPC should also be aware of who is on the TSSC committee. This does not have to be 'heavy handed' but should fulfil duty of care.

Village Green

In the past there was always a regular meeting of the village green committee with the Parish Council. KH reported that she has now visited all parties and has established that this committee was originally formed to arbitrate between the TPC and TSSC. Bullingdon District Council gave the Green and Common to the TSSC to manage under the TPC direction. The members of the Management Committee should not be on either the Parish Council or the TSSC. The original Management Committee was made up of – Colin Stokes, Sam Redman, Joe Hope, Jim Nixey and Ted Claridge. It was also established that the land behind the green is owned by the TPC although there is a covenant on it. A letter from Honeyball Solicitors states that we also own the hedge and ditch.

Resolved: To reinstate two meetings per year as they have not happened for 4 to 5 years. KH will photocopy the constitution and invite all to Sept/Oct and Mar/April meetings.

Fence around Clubhouse

KH reported that JT has read the enclosures act issued by Defra following enquiries about the chain link fence erected around the Clubhouse. This is not an enclosure, but does extend beyond what is necessary. JT feels

that this is a health and safety issue and that the TPC should prevent it. However, if the fence was only to the front of the Clubhouse it may prevent children running out into the path of a car.

Resolved: To write to the TSSC requesting that the enclosure is reduced to the same width as the building. This fencing must also remain as a temporary 'removable' structure and that a permanent taller structure would not be permissible under any circumstances.

Advertisements on the Green

Following complaints about signs being left on the Green, the Clerk reported that she has contacted SODC Planning department. Their reply was as follows:

An A-Board in this location requires prior advertisement consent from the council. This is because it does not accord with the Town and Country Planning (Control of Advertisements) Regulations 2007. These regulations only allow for A-board signs within the forecourt of a business premises. I have checked our records and the required consent has not been granted in this case and so the The Red Lion A-board represents a breach of the advertisement regulations and an offence.

Resolved: That the Clerk write to the Landlord and advise them that their sign should be returned to the forecourt of the pub. If this does not happen an enforcement investigation will commence.

128/11

Village Environment

Grass Cutting

The Clerk has contacted Caroline and is awaiting a schedule of grass cutting. We can then reassess and send out for tender.

Copper Beech Tree adjacent to War Memorial

The Clerk has checked that there is not a preservation order on this tree. One quotation has been received for works.

Resolved: To get other quotes before getting work done.

Marsh End

The Clerk is chasing OCC to get repairs done to the verge in Marsh End.

129/11

M40 Group

JT sent an email to say that a technological advance in road surfacing threatens to nullify all efforts to get quieter road surfaces and thus less noise from the motorway. It is something he feels the Parish Council should take up with John Howell our MP.

130/11

The Patch

KH reported that Digley Associates have now carried out their annual inspection which she attended. There are some areas which need attention. Their report will be sent to us in time for the September inspection.

Resolved: To ask Dave Pullen to look at the report and quote accordingly.

HB reported that she inspects the PATCH weekly.

Resolved: To file her weekly reports with all the other PATCH reports for a full history.

131/11

To consider the following correspondence

031 SODC – Addendum of changes to the South Oxfordshire Submission Core Strategy - **Noted**

032 Sovereign – New Product Sites Required - **Noted**

033 Letter from Mr McDermott reference parking in Parkers Hill

Resolved: The Clerk to write and explain that although we agree there is a parking problem in Parkers Hill, we are not aware of letters he has received from the Parish Council or PCSO. The Clerk to also forward letter to PCSO to investigate.

034 Letter from C. Parker – Ref: Future of the Red Lion

Resolved: That the Clerk write and explain that no planning applications have been received in this regard.

035 Email from Kathy Fiander – Car Parking Places Order 2011 – **Noted**

036 OCC – Armed Forces Community Covenant – **Noted**

037 CA Traffic Limited - **Noted**

132/11

Any other business for discussion

Training Course – The OALC is holding a Chairmanship Course on the 19th October. The cost is £50.

Resolved: To add this to the September agenda for payment approval.

133/11

Date of Next Meeting

Monday 12th September 2011

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.42pm