

**Minutes of the Meeting of
Tetsworth Parish Council
Held in the Memorial Hall
at 7.30pm on Monday 8th June 2015**

Present: Cllr. Karen Harris (KH) – Chair
Cllr. Hazel Bottone (HB)
Cllr. Paul Carr (PC)
Cllr. Alan Martin (AM)
Cllr. Ted Peycke (TP)
Cllr. Marjorie Sanders (MS)

In Attendance: Cllr. Stephen Harrod (SH)
Cllr. David Wilmshurst (DW)

Minutes Clerk: John Gilbert (JG)

Members of the Public: There were 2

104/15 Apologies for Absence
There were none.

105/15 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.

106/15 Minutes of the Council Annual Meeting held on Monday 11th May 2015 to be signed as a correct record
Resolved: That these minutes are a correct record and that they be signed by the Chairman – UNANIMOUS.

107/15 Matters arising from the Minutes (not on the agenda)
There were none.

108/15 Public Questions
None had been notified.

109/15 District Councillor's Report
SH summarised his written report. Key points were:

- SODC staff relocation to Milton Park will be completed during June 2015 with staff expected to remain there for at least 3 years.
- Signing up for garden waste collection during June/July will attract a 10% discount.
- SODC had hosted a Volunteer Recruitment Fair in Didcot on 2 June.
- PCSOs had been active in local community and road safety initiatives.
- Applications for grants of between £15K and £100K from the Communities Capital Grants fund were invited before 31 July 2015.

SH promoted the case for smaller communities to prepare Neighbourhood Plans to influence planning decisions on future housing development. However, Councillors queried the relevance and affordability of such an approach for small villages like Tetsworth (700 residents) which were subject to an 'infill only' policy under the SODC core strategy. SH agreed to investigate and clarify guidance and costs for the Parish Council.

110/15 County Councillor's Report
DW summarised his written report. Key points were:

- OCC's central government funding had reduced from £120M in 2010 to £62M this year with

a possible reduction to zero in 2022. Major savings initiatives and service reductions were therefore inevitable.

- A review of subsidised rural bus services was unlikely to result in any material change to Tetsworth's services.

DW agreed to pursue 2 issues raised by Councillors:

- Grass cutting of the roadside bank of the Village Green.
- Vegetation obscuring A40 road signage to the east and west of Tetsworth.

111/15 Update of the Actions List

Ref.	Action required	Resp.	Progress
010/15	Prepare a list of TPO trees	AM	Survey to be completed with photos of trees in leaf
011/15	Contact solicitor to verify map supplied for Turning Circle	KH	Ongoing
021/15	Invite a quantified request for financial support from the organisers of the Senior Citizens' Christmas party	KH	To query action taken by Clerk
022/15	Prepare a Statement of Requirement for Council office and storage space in the Memorial Hall for submission to the Hall Committee	KH	To clarify Memorial Hall obligations to PC for space
025/15	Prepare a formal allotment tenancy agreement with the successful applicant	KH	In hand
026/15	Arrange preparation of priced transfer documentation for land at Knapp Cottage	AM	To make proposal for £1500 + 2 years' back rent + legal expenses to residents via a meeting
027/15	Complete proformas of declaration or amendment to previous declarations of pecuniary interest	Councillors	COMPLETE
028/15	Prepare draft contract and fee for appointment of replacement RFO	KH	Awaiting advice on required hours from Denise Allnutt
029/15	Book RoSPA annual inspection of PATCH and skate-ramp	HB	Action imminent
030/15	Circulate draft Forest School agreement for comment	MS	COMPLETE
031/15	Invite neighbourhood PCSO to enforce safe car parking at school drop-off and pick-up times	Clerk	COMPLETE
032/15	Develop plan for registration of all common and parish land with the Land Registry	KH	In hand
033/15	Advise Cozens Bequest Trustees of approval of Steve Lingard as a new Trustee	Clerk	COMPLETE
034/15	Arrange a meeting to agree handover arrangements for Clerk's duties	KH	Suitable date for all parties being sought

112/15 To receive the Monthly Financial Report

The Internal Audit report had been received from Roger Symes. There were no significant observations, but it was unclear whether accounts for FY13/14 would still be subject to External Audit under revised transparency and financial regulations. The Internal Audit report will be tabled for review at the July 2015 Council meeting.

113/15 To approve Expenditure and sign the following cheques:

Sarah Pullen – Clerk (May)	£350.00
Karen Harris – Skate-park	£75.83
Computer Assistance (migration of emails)	£68.00
RJ Symes (Internal Auditor)	£165.00
J Bennett Insurance (TSSC)	£916.66

Resolved: To accept the above expenditure and to pay by BACS/Cheque as required –

UNANIMOUS

- 114/15 PATCH/ Skate-park.
HB reported the need for a replacement swing shackle, the removal of weeds and saplings and the adjustment of the rubber matting prior to the PATCH annual RoSPA inspection; an ad hoc working party will be arranged. She also reported some minor damage on the surface of the recently refurbished skate-ramp. She agreed to prepare a short Tetsworth Newsletter article urging proper use and care of the facilities which have been provided for the community at considerable public cost.
Resolved: That an ad hoc working party be arranged to prepare the PATCH for its annual inspection – UNANIMOUS
- 115/15 Planning
Planning Applications
P15/S075/HH – 39 High St, Tetsworth
Single storey rear extension
APPROVED – UNANIMOUS
- Planning Decisions:**
P14/S3867/FUL – 10 Silver Street, Tetsworth
Demolition of existing dwelling and erection of 2 detached 4-bedroom dwellings together with access, parking and amenity space, as amended by revised plans received 6th May 2015 – GRANTED
- APPEAL – Golf Club Lighting APP/Q3115/W/15/3003089
5 lighting columns in main car park – ALLOWED
Single lighting column in staff car park - DISMISSED
- Planning Correspondence:**
There was none.
- 116/15 Village Environment
Forest School
A group of unsupervised local youths, including village residents, had recently left an unauthorized fire and dangerous rubbish at the Forest School site. Although some of those responsible had been identified and the site subsequently cleared up and safeguarded, the incident emphasized the need to exercise proper standards of care and consideration in the use, supervision and management of the site.
- 117/15 Correspondence
Temporary Road Closures
The temporary overnight closure of the road between the A40 and B4012 (alongside Attington Stud) on 25 June between 2100 and 0600 was noted.
- The organisers of the Village Fete had distributed a letter to residents who might be affected by their proposal for the temporary closure of a section of Back Street between 1330 and 1630 on 27 June when the Fete would be taking place at the Memorial Hall. The Parish Council was disappointed that the organisers had neither consulted the Council, nor advised it of their intention.
- 118/15 Other Matters for Discussion
Defibrillator
TSSC was firming up plans to purchase a defibrillator and site it for community use possibly on an outside wall of the club house. It was understood that TSSC would approach the trustees of the Cozens Bequest for a grant in support of the purchase of the equipment and storage cabinet. The Parish Council welcomed the initiative and believed that Lewknor may be able to offer useful advice as a result of its implementation of a similar project.
- Registration of Parish Land**
An earlier campaign to register parish-owned parcels of land with the Land Registry had resulted in a number of relevant documents remaining in the hands of Mr Honiball, the Council's solicitor at the

time. PC agreed to arrange with Mr Honiball the return of these documents to the Council's custody.

119/15

Date of Next Meeting
13th July 2015

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.57pm

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035/15	Clarify need for External Audit of FY13/14 accounts	KH	
036/15	Table Internal Audit report for review at July meeting	KH	
037/15	Arrange ad hoc working party to prepare PATCH for annual inspection	HB	
038/15	Write Newsletter article urging responsible use of PATCH and the skate-ramp	HB	
039/15	Arrange return of Parish land documentation from Mr Honiball	PC	