

**Minutes of the Meeting of
Tetsworth Parish Council
Held in the Memorial Hall
at 7.30pm on Monday 12th May 2014**

Present: Cllr. Karen Harris (KH) – Chair
Cllr. Hazel Bottone (HB)
Cllr. Paul Margan (PM)
Cllr. David Nixey (DN)

Officer: Sarah Pullen

Members of the Public: There were 4

The meeting started with Karen Harris presiding.

- 079/14 Election of Chair
HM nominated Karen Harris and PM seconded - UNANIMOUS
Resolved: That Karen Harris be re-elected as Chairman of Tetsworth Parish Council.
- 080/14 To receive the Chairman's Declaration of Acceptance of Office.
Karen Harris signed the Declaration of Acceptance of Office.
- 081/14 Election of Vice-Chairman
KH nominated AM and HB seconded.
Resolved: That AM be re-elected as Vice-Chairman
- 082/14 Apologies for Absence
Cllr. Marjorie Sanders, Cllr. Alan Martin , Cllr. Dorothy Brown, Cllr. David Wilmshurst
- 083/14 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.
- 084/14 Minutes of the Council Meeting held on Monday 14th April 2014 to be signed as a correct record.
072/14 Rectory Homes have stated that ownership is ours.
073/14 Should read - that *they* would like to
Resolved: That with the above corrections, these minutes are a correct record and that they be signed by the Chairman - UNANIMOUS
- 085/14 Matters arising from the minutes
There were none.
- 086/14 Update of the Actions List
See revised list attached.
- 087/14 District Councillors Report
There was no report
- 088/14 County Councillors Report
There was no report

- 089/14 To receive the Monthly Financial Report
Resolved: To approve Section 1 and 2 of the annual return for year ending 31st March 2014.
 UNANIMOUS
- It was agreed to approve payments for Councillor training:
 Planning System – 10th July – Marjorie Sanders £35.00 plus VAT
 Chairmanship Course – 15th October – Karen Harris £65.00 plus VAT.
- 090/14 To approve Expenditure and approve for electronic payment in accordance with Financial Regulations:
- | | |
|-------------------------------------|----------|
| TSSC Insurance Claim | £2138.67 |
| ORCC Membership | £ 50.00 |
| S. Pullen (Clerk) | £ 320.00 |
| Public Works Loan (DD Payment) | £1315.22 |
| Colorscan (sign for Parish Meeting) | £ 88.20 |
| Came & Co Insurance | £ 913.89 |
- Resolved:** To accept the above expenditure and to pay by BACS – UNANIMOUS
- 091/14 Review of Standing Orders
 These were emailed to Councillors for review prior to the meeting.
Resolved: To approve the Standing Orders without change.
- 092/14 Review of Financial Regulations
 These were emailed to Councillors for review prior to the meeting.
 KH stated that a robust system should be adopted for checking electronic payments and should be added to the Financial Regulations. KH suggested adoption of the NALC guidelines for a password to be kept in a sealed envelope for electronic banking.
Resolved: Clerk to make changes to the Financial Regulations in accordance with the NALC guidelines and sign off at the next meeting.
- 093/14 PATCH/Skatepark
 There are many maintenance jobs which are required at the PATCH/Skatepark including, painting, weeding, removal of Elder and raking. Dave Pullen has been asked to look at the surface of the Skateramp, as following repairs the wood has split.
Resolved: To organise a working party at 10.00am on Saturday 14th June.
- 094/14 Review of Parish Meeting
 Feedback at the meeting suggested that enough advertising had not been done with regards to the meeting. The Clerk reported that all local organisations had been invited, and it had also been advertised on the Website, Facebook, Noticeboards and via a large sign erected outside the Memorial Hall. There was a discussion about different ways to advertise.
Resolved: To take a full page insert next year in the Newsletter.
- 095/14 Memorial Hall
 There was no report.
- 096/14 Planning
Planning Applications
 There were none.
- Planning Decisions**
 P14/S0419/FUL – Oxhouse Farm, Tetsworth
 Erection of single storey three bed log house – GRANTED. **Noted.**

Planning Correspondence/Information

P14/S0090/FUL – Zion Farm

Notice of Amended plans – For information only. **Noted.**

097/14

Village Environment

Update on ditch adjacent to Rectory Homes/The Green

A meeting has been arranged with Rectory Homes on Wednesday 14th May at the Village Green to discuss drainage, ownership/boundary, existing TPO's and future maintenance for this area.

Newts

There is a concern that the original owner of The Swan was not originally going to sell a proportion of the land at this site which contains the pond. However, this was sold. This is at the boundary of The Swan/The Green. This was noted in the March 12 minutes.

Signage on the The Green

Following our report to SODC with regards to signs on the Green, an acknowledgement has been received.

098/14

Common and Parish Land

KH and the Clerk met with Stefanie O'Brien solicitors, who have been instructed, as resolved in the December 13 minutes/February 14 minutes, to deal with the transfer of land to Mr and Mrs Armstrong. They are also dealing with the issues arising on The Green with Rectory Homes discharging waste into the ditch.

099/14

Community Led Plan

A grant for the CLP has now been approved. However, this will not cover the costs incurred for printing and distribution. There is an estimated cost of £400 for this. John Gilbert gave a report at the Parish Meeting and a draft questionnaire has been submitted. By the end of this week it should be approved for distribution. The development team have been asked to complete it and make final comments. Responses have been received from 5 households so far. Useful feedback was received. It is required, as terms of the grant, that there is a presence at various local activities during the year. The village fete is on the 28th June and the team are currently planning what to do at that event.

100/14

Correspondence

An email has been received from Mr C. White which was read out to the meeting with regards to speeding through the village. It was noted that this is the first time we have received any complaints about speeding since the removal of the white lines through the village, which was a recommendation by the Traffic Engineer.

Resolved: That we request a follow up survey from the Traffic Engineer, to write a piece for the newsletter and to get quotations/investigate the possibility of getting white gates made at entrances to the village. Also, to ensure that questions regarding this are added to the CLP Questionnaire.

101/14

Other Matters for Discussion

The Clerk reported that Watlington Parish Council are currently investigating a scheme which was introduced by Falkirk PC. It is to encourage responsibility with dog owners with regards to dog fouling.

Footpaths – HB reported that a local resident has complained about a stile which is broken. HB has reported this.

Noticeboard – Caroline Cann is currently negotiating with the Forge about the location of the noticeboard.

Resolved: That the Clerk contact Caroline with regards to progress.

Grass Cutting – As resolved in the last minutes, Swan Gardens have been instructed with regards to future grass cutting.

102/14

Date of Next Meeting

9th June – Tetsworth Memorial Hall.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.07pm