

# Minutes of the Meeting of Tetsworth Parish Council Held in the Memorial Hall at 7.30pm on Monday 12<sup>th</sup> October 2009

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**Present:** Cllr. Jenny Kellond (JK) (Chairman)  
Cllr. Karen Harris (KH)  
Cllr. Hazel Bottone (HB)  
Cllr. John Thompson (JT)

**Officer:** Sarah Pullen

**Members of the Public:** 3

25-10/09 Apologies for absence:  
Cllr. Sarah Mills, Cllr. Alan Martin

26-10/09 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.*

**Risk Assessment:** Cllr. Jenny Kellond stated that she is on the committee for TSSC, but does not have a prejudicial interest in this item.

**Grants:** Cllr. Jenny Kellond declared an interest in the TSSC grant, signed the declaration of interest book and did not vote for this item.

27-10/09 Minutes of the Council Meeting held on Monday 14<sup>th</sup> September  
Minute: 09-09/09 should read exception not exemption.

**Resolved:** That these minutes, with the change above, are a correct record and that they be signed by the Chairman.

28-10/09 Matters arising from the minutes  
**Village Hall Noticeboard** - JK has followed up. The noticeboard will be ready by Thursday 15<sup>th</sup> October and will be installed then.

**Salt Bins** – The clerk has written to Southern Area confirming where our bins are located. We are still waiting for a reply. Clerk to chase.

**NAG** – SM and JT met with Peter Butt from NAG. Sarah Mills sent the following report:  
The following points were raised with Peter Butt:

- The fact that we do not see minutes of NAG meetings.
- The issue that the consultation documents on NAG issues are restrictive in that they only offer a number of questions and answers to choose from which inhibits any other issues from being raised or voted on.

The NAG officer has since emailed SM to inform us that they have now found a communications officer, whose job it is to write up a summary of every NAG meeting, omit any sensitive discussions which are not for public consumption, and will issue this communication to SM every month.

In addition to this NAG will come and meet SM again to review the consultation documents, take our comments and suggestions into consideration.

**Dog Fouling** – NAG have identified a problem with dog fouling at the end of the green near the Willows.

**Resolved:** To put notices at the far end of the green. JK to report back with feedback from the Football Club.

29-10/09 County Councillors Report.  
There was no representative.

- 30-10/09 District Councillors Report  
There was no representative.
- 31-10/09 To receive the balance of accounts and the Monthly Financial Report  
**Balances:**  
Current Account: £1,168.05  
Deposit Account: £27,059.51
- Following payments due out there will be a balance of -£756.40. This will be covered by transfer of £1000 as agreed at last meeting.  
We have received the second instalment of the Precept and a small amount of interest has been paid on the savings account.
- KH has now met with the clerk and has handed over the following items:  
Petty Cash, External Auditors Records, Members Allowances and Freedom of Information.  
The Pre-Budget proposal has been handed over for the clerk to prepare for the next meeting.  
The Budget report (YTD) has also been handed to the clerk for corrections.
- Risk Assessment** – The Risk Assessment has now been finalised. The clerk is to distribute to all Councillors. Tetsworth Sports and Social Club is not listed on the Risk Assessment.  
**Resolved:** To check the lease agreement for the TSSC and add to the Risk Assessment as necessary.
- Clerks Salary and Contract** – The Clerk reported that she has taken advice from OALC with regards to Salary and Contract. With regards to Self Employment, the Clerk has written to the Inland Revenue to exercise the option available under P46 not to deduct tax at source. Any earnings will be declared on her personal Tax Return.  
**Resolved:** To accept the Clerks Salary at LC1 – SCP 20 (9.591 per hour) for a probationary period of 6 months and to accept the Contract of Employment.
- 32-10/09 To approve the list of Payments and Expenditure
- Resolved:** That we pay the following items:
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|-------------------------------|---------|---|
| Gorden Clark – Fixing Benches | £150.00 | (Invoice expected at the end of the month). |
| Earth Anchors                 | £785.45 |   |
| OALC Planning Training        | £ 23.00 |   |
| Senior Citizens Xmas Lunch    | £250.00 |   |
| TSSC Green Maintenance        | £500.00 |   |
| BDO Stoy Hayward              | £184.00 |   |
| S.Pullen (Clerks Salary)      | £182.25 |   |
- No invoice has been received from Swan Gardens to date.
- £250 for the M40 group should be added to next month's approvals.
- Minute Files** – The Clerk requested authority to purchase Crown Binders for storage of minutes.  
**Resolved:** To purchase three files at a cost of £44.99 plus VAT each.
- 33-10/09 Grants and Donations  
**St. Giles Church** - This item should be added to next month's agenda in budget discussion.
- Sports and Social Club**  
Vote: 2 – In favour, 1 – against.  
**Resolved** – To give a grant of £500 to the TSSC.
- 34-10/09 Planning  
To receive any planning decisions - There were none.  
To receive any planning appeals – There were none  
To receive any planning applications – There were none.

- 35-10/09 Memorial Hall  
Plans for re-modelling the hall are being re-submitted.
- 36-10/09 Youth Development on Green  
Sarah Mills sent the following report:  
1. SM has registered to attend the OPFA AGM. This will include looking at other successful community projects.  
2. Roger Davies, the Community Development officer from OFPA will meet with SM, w/c 19<sup>th</sup> Oct to review the site and offer consultation.
- 37-10/09 Garden Plots – Land behind the Green  
JK has now inspected the land which is flat and weedy. There have been a couple of suggestions for access to the site – a) over the ditch at the back of car park and b) a footpath through an area of trees. David Nixey has also visited the site and would be willing to go in with a topper. The area could be ploughed in February at a cost of £100 per hour. A working party would have to be arranged after topping and before February ploughing. There is no water supply to the site which is approximately 2/3rds acre.  
**Resolved:** The Clerk to check the difference between Garden Plots and Allotments and what rules and regulations need to be adhered to.
- 38-10/09 M40 Group  
The AGM of the M40 Group is at 7.30pm on Thursday 26<sup>th</sup> November at Lane End.  
JT will advertise this in the Tetsworth newsletter.  
JT is giving a talk about the noise survey at the AGM.  
  
JT spoke about the European Union directive about noise from motorways (2002). Standards which should have been adopted at the time are now happening and the government are now proposing a limit of 76 decibels as a maximum. Grants should be available if noise is above this. John Peers House has 72 decibels. The M40 group are lobbying to get the County and District councils to put in objections to these raised levels. Consultation will finish 4<sup>th</sup> November 09.
- 39-10/09 Red Lion Footpath  
Very good feedback and comments since the work completed. Comments include that residents are much happier with wider bridge and kissing gate.
- 40-10/09 Swan Gardens Pathway  
We are still waiting to hear back from Bryants Legal Department.
- 41-10/09 Common and Parish Land  
Turning Circle – JT has written many letters to SODC and OCC, and the OCC Highways department lawyers are looking into whether this area should be adopted. It is registered as Common Land.  
  
JK has now visited 2 new residents about common land.  
**Resolved** – That we cannot collect rent from Woodbine Cottage.
- 42-10/09 Village Rents  
Knap Cottage – This property has recently changed ownership. The previous owners contacted TPC requesting a document authorising them to cross this land. They have been told they will have to pay to do this.  
  
Trees behind Knap Cottage – The new owners of Knap Cottage have emailed to say they would like to remove a Larch Tree and an Ash Tree on Common Land behind Knap Cottage. They have requested that TPC help with the removal of these trees. There is no preservation order on these trees.  
**Resolved:** That the Councillors have a look at these trees. JK to forward the email.
- 43-10/09 High Street Parking  
JK met with Malcolm Bowler to discuss problem areas within Tetsworth. Tetsworth is scheduled for new white lining and new entrance signs in the near future.

- 44-10/09      The Patch  
 Judy Thornton has contacted JK. The lock on the gate has come off and is hanging. However, the gate now shuts properly.  
**Resolved:** JK to arrange for Gordon to look at this.
- JK reported that the mat at the bottom of the slide is exposed and people are tripping over it. Underneath the mat is a membrane to stop the weeds, the same applies to the swings. JK suggested that more bark is required. However, it is thought that the bark should have lasted longer as it was supplied with a guarantee.  
**Resolved:** That Councillors inspect the site and if necessary consider for the next year's budget.
- 45-10/09      To consider the following correspondence
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|-----|---|--------------|
| 007 | Minutes of M40 CEG meeting                                    | <b>Noted</b> |
| 008 | Introduction from Michelle Jacques, Community Support Officer | <b>Noted</b> |
| 009 | Quotation from Vision ICT Ltd for Website.                    |              |
- Resolved:** The Clerk to distribute to Councillors.
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|-----|-----------------------|-------------------------|--------------|
| 010 | Environment & Economy | New 30mph gateway signs | <b>Noted</b> |
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- 46-10/09      Any other business for discussion – at the discretion of the Chair  
**Remembrance Service**  
**Resolved:** JK to contact AM to enquire about Parish Council Wreath, War Memorial, Bugler tape and Vicar.
- 47-10/09      Date of Next Meeting  
 Tuesday 10<sup>th</sup> November – 7.30pm

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.47PM**