

**Minutes of the Meeting of
Tetsworth Parish Council
Held in the Memorial Hall
at 7.30pm on Monday 8th September 2014**

Present: Cllr. Karen Harris (KH) – Chair
Cllr. David Nixey (DN)
Cllr. Alan Martin (AM)
Cllr. Marjorie Sanders (MS)

In Attendance: Cllr. Dorothy Brown (DB)

Officer: Sarah Pullen

Members of the Public: There were 8

141/14 Apologies for Absence
There were none.

142/14 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.

143/14 Minutes of the Council Meeting held on Monday 14th July 2014 to be signed as a correct record.
134/14 – Attachment was missing.
Resolved: That with the attachment, these minutes are a correct record and that they be signed by the Chairman - UNANIMOUS

144/14 Matters arising from the minutes (not on the agenda)
Lights at the Thame Golf Club - Sarah Fox has reported that despite the recent planning decision, the lights at the Golf Course have been switched on again, albeit a little dimmer.
Resolved: To keep on agenda/actions list until fully resolved.

Overhanging trees/roots through the cobbles – Elm Close

AM reported that this work has been completed. Owain Devey has lifted the cobbles, removed the roots, and replaced.

BT Wayleave – BT will be replacing the exchange box and have agreed a £780 wayleave. Adrian Hope has agreed the position on the Green. The Clerk has a form to complete for the wayleave.

Strategic Plan – KH reported that she has been contacted by Rodney Mann who is encouraging Parish Councils to join forces to respond to the Strategic Plan. KH has returned survey.

145/14 Public Questions
Access to the Rear of Mr Franshams property to road off of Back Street.
Following the last meeting of the Parish Council, Mr Smith has written to the Parish Council to dispute the access from Mr Franshams property. KH read the letter in full.

KH outlined the following:

- The only house which currently has access across this land is Mr Smith. This is detailed on his deeds as part of the Village Green. However, the Commons Act does prevent parking on this land, and this has been checked with The Lord of the Manor, Adrian Hope.
- Mr Fransham wants to be able to use his gates, to the rear of his property.

- Mr Andrews also has prescriptive rights across this land.

Resolved: The councillors agreed that everyone should be neighbourly. It was noted that the Commons Act prevents any parking on this land. There is no reason why access cannot be granted providing any parking is prevented. KH confirmed that The Lord of the Manor is happy to proceed on this basis.
UNANIMOUS

It was noted that future Public Questions should be timed to prevent discussions running too long.

146/14 Update of the Actions List

- 21 Skateramp
KH is speaking with Dave Pullen to find a solution. TSSC may also be able to offer assistance with this.
- 34 Bus Shelter
Mr Fransham, Beech House, has offered to pressure wash the Bus Shelter as it is outside his property.
- 35 Ditch adjacent to The Green
Still waiting to hear back from Rectory Homes. It was noted that the area is again full of rubbish and overgrown.
- 71 Newts at Rectory Homes
The Pond House has now been sold. However, it has been suggested that the new owner has been advised that the Newts only have to be protected for 5 years.
Resolved: KH/Clerk to write to the new owner and clarify.

147/14 County Councillors Report

David Wilmshurst was not at this meeting. The Clerk has received an email from DW to say that he has been in touch with Keith Stenning with regards to signage to prevent traffic turning into the village, especially when the M40 is shut. KS has offered a 'finger post' style sign.
Resolved: To approve this type of signage and report back to DW/KS.

MS to contact DW about the possibility of Community Funds for local projects.

148/14 District Councillors Report

DB was unable to stay for the duration of this meeting, but please contact her with any issues that need to be addressed.

149/14 To receive the Monthly Financial Report

The Clerk presented the Monthly Financial Report. It was noted that £10 has been received from Mr Allan for allotment rent.

Resolved: To accept the Monthly Financial Report - UNANIMOUS

150/14 To approve Expenditure for electronic payment in accordance with Financial Regulations:

J. Gilbert ORCC CLP Seminar	£10.00
J. Gilbert Questionnaire prize	£50.00
SKP Solutions admin support CLP	£170.09
The Play Inspection Company	£71.94
SKP Solutions - Land Registry fees	£27.00
S. Pullen Clerk (2 months)	£650.00
K. Chapel Expenses Paint + Brushes	53.96

Resolved: To accept the above expenditure and to pay by BACS – UNANIMOUS

151/14 PATCH/ Skatepark.

The annual inspection report has now been received and all risks are reported as low or very low. It was noted that following the CLP, there are several volunteers who wish to help with any future projects for this area.

Dave Pullen has sent a statement regarding works required to the skatepark. He has estimated costs of £300 for the surface materials. KH to liaise with Dave about works required. The area just inside the gate has also sunk.

It was also reported that a 'gardening group' is required in the near future.

152/14

Memorial Hall

AM reported that hiring the hall is going well, and includes a recent wedding.

153/14

Planning

Planning Applications:

P14/S2672/FUL – Jay's Farm, Moreton

Construction of a new agricultural barn and concrete yard.

Planning Decisions:

There were none.

Planning Correspondence:

Zion Farm – It was reported that this planning application went to Planning Committee and has now been given approval but with many restrictions. It may be quite difficult to build.

It was noted that we must continue to work with SODC on future planning applications'.

154/14

Village Environment

Ditch adjacent to the Green

KH reported that nothing further has been heard from Rectory Homes with regards to the ditch/drainage issue. However, the original planning application states that the new properties are not to be occupied until such time as the surface water discharge has been sorted. All properties now have residents and so there is a breach. KH reported that she had tried to contact Stefanie O'Brien solicitors who were not forthcoming with any information.

Resolved: To contact SODC Planning Officer and the solicitor again to chase.

14 The Laurels

The insurance company have contacted us again about the Horse Chestnut tree adjacent to 14 The Laurels. KH has obtained a quotation from Owain Devey to reduce the tree by 25%. This is essential works to prevent any further claim from the owners. Owain quoted £280.

Resolved: To accept the quotation of £280 and ask Owain Devey to proceed with the tree works.

Land behind the Green

Two ladies in the village have approached us with regards to the land behind the green in relation to setting up a Forest School project. Melanie Kingham who is the Forest School leader and outreach officer has looked at the land and recommended that it would be ideal.

Resolved: To add to agenda for next month. Meanwhile for consideration:

- A proposal should be drafted for consideration;
- Covenant on land can only be lifted by Mr Nixey;
- To consider within the budget;
- To consult with the TSSC;
- To consult with The Lord of the Manor;
- Small building for indoor work.

UNANIMOUS

155/14

Land at Knap Cottage/Turning Circle

There is no further update, but the Clerk/KH continue to chase.

156/14

Community Led Plan

John Gilbert reported that the survey Q&A report has been written and submitted to OCC, ORCC, and SODC. It was also available at the Flower Show.

The winner of the participant draw was 22 Swan Gardens.

ORCC now have a new representative as Anton has now left. Fiona Mullins in the new contact.

Next, the report needs to be completed to the teams satisfaction and then a consultation to the village. Any amends/versions will be submitted to SODC/OCC. Comments should then be submitted to the Parish Council for formal adoption. This should be completed by the end of 2014. The plan should therefore be dated 2015-2025.

KH reported that she has read the report and was concerned that of 59 actions, 29 are directed for action by the Parish Council. As one of the smaller organisations in the village it is important that this is manageable. This will be discussed further at the next meeting of the CLP.

MS suggested that the Kirtlington Village Plan is a good example.

157/14

Correspondence

Resignation of Councillor Margan. It was noted that a resignation letter has been received from Councillor Paul Margan. The Clerk has advertised the vacancy.

Hare coursing email – Notification has been received of cases of hare coursing locally. Noted.

Winter preparation – Invitation to apply for salt has been received. DN has offered to store as required.

Resolved: To order salt and store at DN farm.

Model Standing Orders – It was noted that new model standing orders have been sent out by OALC.

Resolved: To check for changes required and include in our standing orders when next revised.

Emergency Plan Survey – KH has completed and returned.

158/14

Other Matters for Discussion

Footpath walking – It was noted that the style at the end of Swan Gardens needs repairing. HP will report to the Footpaths Association. A ‘dog access’ style should be requested.

Social Media Policy – The Clerk has created a policy and will distribute to Councillors.

To register the pub as a Village Asset – There is a volunteer in the village who has offered to register the pub as a village asset. **Resolved:** To accept offer.

Resignation of Clerk - The Clerk has reported that it is her intention to step down as Clerk due to commitment of other work. However, she is prepared to continue up until the elections in April.

Resolved: To start advertising for a new Clerk so that a sufficient hand over period is available.

140/14

Date of Next Meeting

13th October 2014

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.15pm