



**MINUTES OF THE STRATTON AUDLEY PARISH COUNCIL
ON TUESDAY 8 JULY 2014 AT 6.30PM
IN THE HUNT ROOM OF THE RED LION PUBLIC HOUSE, STRATTON AUDLEY**

Present: Mr N Ferguson (Chair), Mr Anthony Flack (AJF), Mr J Honsinger (JRH), Mr J Ormerod (JMO), Mrs H Smithers (HCS)

In attendance: Mrs J Olds (Parish Clerk), Mrs Amanda Reynolds (CLP Chair)

Apologies: Cllr Mrs Catherine Fulljames (OCC)

Public Participation: None

1. Apologies for absence

There were no apologies from Councillors.

2. Declarations of interest

There were no declarations of interest.

3. Public participation

No members of the public participated. Mrs Reynolds made her report under the CLP.

4. Minutes of the meeting held on Tuesday 3 June 2014

It was **RESOLVED** that these be accepted as a true copy and were signed by NF as a true record of proceedings.

5. Matters arising from the Minutes

a. Register of Members' Interests Forms

The Clerk had delivered all the forms to Bodicote House and they will be available on Cherwell's website shortly.

b. Dog Bin

The Clerk has been in touch with CDC Street Cleansing Supervisor to let him know about the bin and she understands that it is now being emptied.

It had been noticed that villagers were putting dog mess in the general bin on Mill Road by the trough. The Clerk would ask the Street Cleansing team for advice on whether this was acceptable and how often this bin was emptied.

c. Repeal of s.150 (5) of the Local Government Act 1972

The Clerk had prepared the new Financial Regulations which were discussed under item 8.

d. Marquee

The Clerk had not had the opportunity to find out about lending the marquee but wanted to take advice from the Parish Insurers, OALC and ORCC on the best way forward. There was much discussion about a loan request, but it was not possible to make a decision about this as the request had not been received by the Clerk nor added to the Agenda.

e. Playground Bench

No figure had been agreed at the last meeting. The Councillors **RESOLVED** to agree to spending £200 on the work involved in restoring the bench which would come out of the Playground Equipment budget.

6. Report from District and County Councillors

No Councillors attended the meeting.

7. Finance

a. To receive the financial report

As at 3 July the Accounts stood at

Current Account	£2,528.76
Savings Account	£15,599.39

There were no outstanding cheques.

The Current Account has received £0.13 in interest.

The Clerk has sent off the VAT reclaim for 2013/14 and is waiting for the remittance of £304.14. She will do a further reclaim shortly to re-coup the VAT on the marquee.

The Annual Return has been received from the External Auditors and no matters had come to their attention. The Conclusion of Audit notice will be posted on the noticeboard. The Councillors **RESOLVED** to accept the Annual Return.

b. To consider invoices for payment

The Clerk informed the meeting that following the June meeting where the Councillors agreed to paying Mr Gore on receipt of an invoice, this was received and a cheque (number 500054) for £300 was paid during the month.

The Clerk notified the Councillors that the BDO invoice would take the Audit budget over the agreed amount. The Councillors **RESOLVED** to agree to this.

The Councillors **RESOLVED** to approve the following payments.

Payment to:	Budget	Cheque No	Amount
M Gore – June village mowing / strimming and playground maintenance	Grass cutting	500055	£180.00
M Gore – Mill Road verge clearance and verge outside playground	Grass cutting	500055	£96.00
Stratton Audley and Godington PCC for hire of Church for Annual Parish Meeting	Church Hire	500056	£30.00

Payment to:	Budget	Cheque No	Amount
Stratton Audley and Godington PCC for hire of Church for CLP Vintage Tea party	CLP	500057	£30.00
Amanda Reynolds for Village Picnic expenses	CLP	500058	£103.67
Oxfordshire Playing Fields Association Membership	Subscriptions	500059	£40.00
John Hicks – Playground Inspection	Playground Inspection	500060	£61.56
Cherwell District Council for Uncontested election	Election	500061	£39.00
BDO LLP for External Audit	Audit	500062	£120.00
JMC Olds for Clerking Duties (9 June – 8 July)	Clerk's salary	500063	£149.59
JMC Olds for expenses (printing £68.61, postage £6.64, stationery £19.76)	Stationery etc	500064	£95.01
JMC Olds for mileage expenses	Travel Expenses	500064	£41.57

8. New Financial Regulations

The Councillors accepted the recommendations for amendments, additions and deletions made by the Clerk. The Clerk would complete the final draft of the regulations ready for adoption at the next meeting.

9. Community Led Plan

Mrs Reynolds reported that the Village Picnic was a great success with about 70 villagers attending including a number of 'new faces'. Everyone appeared to enjoy the games including the tug of war and the egg and spoon race.

The vintage tea party will be taking place in Church on 12 July and organisation for it is well underway with the crockery, tables and food all arranged; 32 tickets have currently been sold and it is hoped more would attend. The Boules evening would be on 18 July.

Two members of the CLP team would be attending an ORCC event on Wednesday 16 July to give a presentation on the Stratton project.

10. Facebook

The Clerk reported that she had received the training from the student and had set up the Parish page. She is just waiting for NF to let her have some further images and it can be published. NF has agreed to be an additional administrator.

11. Parish Matters not otherwise mentioned in Matters Arising

a. Playground

i. To discuss progress on the Playground

The Clerk had attended an extremely useful workshop run by ORCC / OPFA (Oxfordshire Playing Fields Association) with the Grant Manager responsible for WREN (a waste management company) in Oxfordshire. He took the group through the whole process of making an application to the landfill tax scheme.

ii. To consider joining the Oxfordshire Playing Fields Association

The Clerk had been introduced to the OPFA Community Development Officer at the WREN workshop. She is able to advise on playgrounds if the Parish Council is a

member of OPFA. The cost of the subscription is £40. The Councillors **RESOLVED** to agree to join the OPFA in order that the Parish Council may take advantage of the advice and experience of the Officer to get the best out of the limited resources available.

iii. Playground Inspection

The playground inspection has now been completed and the report circulated. Mr Gore has quoted £30 to grease the swing chains, to grease / oil horse mechanism and to look at the gate spring. The Councillors **RESOLVED** to accept Mr Gore's quotation.

iv. Previous maintenance

The Councillors were all agreed that the Parish Council must thank Mr Leach for all his efforts in mowing the playground and **RESOLVED** that the Clerk write a letter and send a gift as a thank you. A number of misunderstandings had taken place but the Council wished it to be recorded that in order to fulfil its legal obligations it was advisable to amalgamate the new mowing contract with the playground maintenance which included strimming, trimming back the bushes, rubbish/waste clearance, emptying the bin and putting out wheelie bin out when needed.

b. Painting the white gates

Mr Gore had quoted between £20 and £50 per pair of gates depending on how much work is needed. Some of the gates are fairly sound and will just need a quick sand down and re-paint, whereas others will need more sanding and removal of loose paint before painting. The maximum expenditure will be £200 excluding paint.

The Councillors **RESOLVED** to accept Mr Gore's quotation.

c. Winter Preparedness

The Clerk had received an email from the Adverse Weather Manager regarding the preparations for winter.

The Councillors **RESOLVED** that no further grit bins or salt were needed for the forthcoming winter.

d. Gravel by the trough and entrance to the Pond on Mill Road

The trough itself is maintained by a villager, but it was agreed that the area would look much more pleasant with some gravel round the base. The Councillors **RESOLVED** to agree that this would be an asset to the village and requested that the Clerk liaise with the villager in order to obtain a quotation for a suitable amount of gravel which would be paid for by the Parish Council.

e. Autumn Village Tidy-up Day

The Councillors **RESOLVED** to agree to fix Saturday 18 October as the date for the next tidy up day.

f. Cyclists shouting through the village

A verbal complaint had been received from a villager regarding the cycling clubs who regularly cycle through the village early on a Sunday morning often talking loudly as they

cycle. The Councillors **RESOLVED** that nothing need be done at present, but noted the comment.

12. Planning Applications - to discuss recent Applications and note Notices of Decision

a. To consider a protocol on pre-application meetings for major developments

The Clerk presented a draft paper on how the Parish Council should manage prospective developers should the need arise. The Councillors **RESOLVED** to adopt the protocol. The Clerk would let NF have a PDF for the website.

13. Correspondence received

The Councillors noted the correspondence received and discussed where necessary.

- a. **Viridor** – regarding commissioning the Ardley Incinerator. There was a ‘steam blow process’ starting on 6 June and they anticipated that the first burning of waste would be from 16 June.
- b. **ORCC News Bulletin** – circulated by email
- c. **Planning Inspector re CDC Local Plan suspension** – circulated by email
- d. **OCC** – re Local Transport Plan 4 circulated by email
- e. **OCC** – re WW1 lights out commemoration on 4 August
- f. **Clerks and Councils Direct**
- g. **OCC** – re temporary traffic regulation order (TTRO) for the A4421 at Newton Purcell. The road will be closed from 4 August for five nights from 8pm to 5am each night

14. Reports from meetings

a. CDC Parishes Liaison Meeting – 18 June

The Clerk attended the meeting and reported. A number of topics were discussed at the Liaison Meeting including an update on the Local Plan; the Rural Community Energy Fund; a further briefing about Local Heritage Assets to introduce it to those who didn’t attend the workshop earlier in the year; further information about Oxfordshire Broadband rollout and Housing Need and Allocations together with Rural Exception sites.

Local Plan

Adrian Colwell explained that the Local Plan examination had been suspended on 4 June and would recommence on 9 December to enable CDC to consider the increased housing requirement following the publication of the Strategic Housing Market Assessment (SHMA) in April which required all the District Councils in Oxfordshire to increase the housing numbers.

There are three main tests for the Local Plan Inspector to examine which are in the NPPF:

- i. Has CDC fulfilled the ‘duty to co-operate’? The ‘consultation process’ which doesn’t mean that they have to agree with the consultees, but that they can prove they have consulted.
- ii. Is the Sustainability Appraisal of the Plan adequate?
- iii. Is the Plan based on up-to-date objective of housing need?

The Inspector has ruled that questions one and two are acceptable and it is the third which needs further work in the light of the SHMA so they are not being asked to start again, just re-issue with new housing figures.

At the time the Local Plan was sent to the Planning Inspector (in December 2013), CDC had proposed 16,750 houses to be built between 2006 and 2031. However with the publication of the SHMA, CDC has been asked to apply a new, higher, figure of 22,800 houses over a period 2011 – 2031 to the Local Plan.

Mr Colwell assured the meeting that they would still be looking at Bicester and Banbury as areas for growth, but that inevitably there will be some need for additional housing in the rural areas, but they are very aware of the need for this to be sustainable.

The six month suspension has a very tight schedule (down to Government guidance) and the team is working on it now. Between 6 June and 11 August they will be updating the evidence base (working out where the additional houses can go) and resolving the proposed locations, employment needs etc and re-working the Sustainability Appraisal for these areas.

There will be a period of public consultation on every change to the Plan from 18 August for six weeks, then from 29 September the responses will be reviewed and reported to Full Council on 20 October to formally re-submit the document to the Planning Inspector on 21 October (subject to Council agreement).

If the Inspector accepts the amendments at the hearing from 9 December it is likely that an announcement will be made in early 2015 with agreement by March 2015.

Rural Broadband

Sue Smith introduced the Rural Broadband topic. She explained that Oxfordshire was still ahead of most of the rest of the UK and that all the Oxfordshire District Councils are in complete agreement to improve broadband. The Government committed to 90% coverage of 'superfast' broadband by 2017.

15% of the district is of a rural nature and is therefore above the Government threshold of 10%. CDC has recently received a proposal from OCC asking to provide £500,000 towards the cost of extending the rollout to 95% coverage and this was subsequently agreed at a meeting on 23 June. There was an additional proposal for CDC to provide a further £500,000 to assist with a feasibility study for the final 5% of the areas which will not be able to be upgraded by the current infrastructure network.

They hope that the whole programme will be completed by December 2015 as BT will then be moving on to another county so everything that can be done in this time frame will be.

Mrs Smith did remind the meeting that the cabling is fibre to the cabinet and that consumers will still need to take out a contract with a supplier (which won't be free).

Rural Exception sites

The Rural Exception sites discussion was about supporting those parishes who wished to build 'affordable' homes in their village to support local people. They hope to set up a separate discussion group to support those parishes who wish to look into or have affordable housing in their parish.

b. Local Transport Plan Meeting 30 June

The Clerk attended the LTP4 meeting at the Littlebury Hotel. Cllr Hudspeth from OCC outlined the need for the new plan to take the county to 2020 and beyond. The consultation is open until 1 August. The report is easy to read and respond to and is available on Oxfordshire County Council’s website.

The Clerk met with a volunteer from Sustrans after the meeting and asked for support in investigating the possibility of a cycle way from Stratton Audley to Bicester.

c. NW Bicester Masterplan presentation

The Clerk had attended a further Eco town masterplan presentation in Pioneer Square and circulated the revised plans. A number of people brought up the traffic disruption at the Banbury Road roundabout and it is hoped that the developers will be able to do more out of hours work to speed up the process.

15. Any other business – for information or next Agenda only

a. Explosion at the woodyard on A4421

The Clerk reported that a vehicle had exploded at the wood yard a couple of weeks earlier during the day. It took seven fire appliances to put out the fire as there is no water on site and other things including tyres had caught light.

b. Give Way signs at top of Mill Road.

The Clerk has notified Highways of the defects on both these signs.

c. Direction sign at the top of Mill Road

It was noted that the sign directing road users to Stratton Audley at the top of Mill Road has been missing for some time following a collision. The Clerk would notify Highways to ask for it to be re-erected.

d. Speeding

The Clerk noticed WPC Caroline Brown’s article in the Parish Magazine about speeding. She mentions that whilst the team only have limited resources, villages are able to set up a speed watch group. The Councillors asked the Clerk to look into this for the next meeting.

16. Date of next meeting – the Councillors RESOLVED to confirm the next meeting as Tuesday 9 September at 7pm in the Hunt Room of the Red Lion.

The meeting closed at 9.00pm

Signed

Dated