



**MINUTES OF THE STRATTON AUDLEY PARISH COUNCIL
ON TUESDAY 11 NOVEMBER 2014 AT 7.00PM
IN ST MARY & ST EDBURGA CHURCH, STRATTON AUDLEY**

Present: Mr N Ferguson (Chairman), Mr Anthony Flack, Mr J Honsinger, Mrs H Smithers

In attendance: Mrs J Olds (Parish Clerk), PCSO Chris Kidd (from 7.05pm to 7.50pm)

Apologies: None

Public Participation: One member of the public (departed 7.50pm)

1. Apologies for absence

There were no apologies.

2. Declarations of interest

There were no declarations of interest.

3. Public participation

One member of the public attended to listen to the Speedwatch talk.

4. To welcome PCSO Christopher Kidd

PCSO Christopher Kidd attended the meeting to make a presentation about the Speedwatch initiative.

The Speedwatch initiative is a traffic monitoring scheme co-ordinated by the police and local highway authorities and is run by volunteers in the community. Locations for monitoring speed are selected from sites suggested by the community, based on where there is most local concern about speeding traffic, and are assessed by the police for their suitability before the project starts.

The small Rural Policing team is responsible for 38 villages and is, therefore, unable to have a wide police presence. However the Speedwatch initiative is a way of gaining a middle ground and getting communities to help themselves.

The Parish would need at least six volunteers and would need to purchase (at a cost of approximately £100) or borrow an infra-red speed gun (Bucknell or Ardley may be able to help) and obtain some high visibility vests. Volunteers are given a log sheet to note the offending vehicles, which is then passed to the police for entry onto the Speedwatch Database. These vehicles receive a warning letter and if they are entered onto the database on three occasions an officer from the Roads Policing Department visits the owner of the vehicle.

There is advice on the best and safest methods of working; the Parish Council must have a minimum of £5m Public Liability Cover, and a risk assessment must be completed before every session. It was suggested that Fringford school could be invited to have a competition to design a Speedwatch sign to be displayed around the village warning drivers.

The Clerk would write an article asking for volunteers.

The Councillors would consider whether to sign up to the scheme if enough villagers volunteered to help.

5. Minutes of the meeting held on Tuesday 21 October 2014

It was **RESOLVED**, with objection by Mr Honsinger, that these be accepted as a true record of proceedings and were signed by the Chairman.

6. Update on progress from the Minutes

a. Barclays Account

The Clerk had not yet had the opportunity to write to Barclays.

b. Good Councillors Guide

The Clerk had ordered the books.

c. Paying the Clerk by Standing Order

The Clerk had arranged the Standing Order to go out on the 9th of the month.

d. Financial Regulations

The Clerk had converted the Financial Regulations to a PDF and circulated them electronically. She requested that any member who would prefer a paper copy let her know.

e. Storage of the Marquee

Nigel Ferguson and Mike Gore moved the marquee from Mr Ormerod's garage on Friday 21 October. It is currently stored on Mr Ferguson's trailer at Bicester Heritage. However, this is not a satisfactory arrangement and permanent accommodation will need to be found soon.

f. Mill Road Sign Post

The Clerk reported that she had notified Highways of the sign names. However, due to financial constraints, it was not a priority for Highways as it is not a safety issue, but it is hoped that if there is any money left in the road sign budget at the end of the year that it will be able to be installed.

7. Report from District and County Councillors

No Councillors attended the meeting. However, the Clerk reported that Cllr Fulljames asked that that anyone wishing to raise County issues should let the Clerk know so that the information could be passed on to Cllr Fulljames.

8. Finance

a. To receive the financial report

As at 6 November the Accounts stood at	
Current Account	£2,131.51
Savings Account	£16,951.27

There was one outstanding cheque amounting to £100.

The Current Account had received £138.59 from the Community Led Plan events and £0.30 in interest.

b. To consider the draft budget for 2015/16

The Clerk provided the Councillors with a draft budget and notes for consideration.

The Councillors **RESOLVED** to take away the Clerk’s notes and discuss it more fully at the December meeting.

c. To consider the financial threshold for delegated decisions.

The Clerk informed the meeting that this was provided for in the new Financial Regulations which were adopted on 21 October in section 4.1. The Councillors **RESOLVED** to maintain regulation 4.1.

d. To consider invoices for payment

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

Payment to:	Budget	Cheque No	Amount
Information Commissioner for data protection registration	Information Commissioner	500078	£35.00
Bagforce for gravel round the trough	Highways general works	500079	£92.40
Stratton Audley and Godington PCC for October meeting Church hire	Church Hire	500080	£30.00
JMC Olds – flowers for Mrs Reynolds	CLP Expenses	500081	£34.50
JMC Olds – admin expenses (printing £50.62, telephone £1.95, postage £12.19)	Stationery etc	500082	£64.76
JMC Olds – travel expenses	Travel expenses	500082	£35.19

The standing order to pay the Clerk is now active and £149.59 was debited from the current account on 9 November.

9. New Standing Orders

The Clerk provided the Councillors with a draft of the Standing Orders which incorporated James Doble’s Urgent Business text as Section 7. The Councillors **RESOLVED** to consider them fully at the December meeting.

10. Email Communications Policy

The Clerk provided the Councillors with a draft policy which they **RESOLVED** would be considered further at the December meeting.

11. Grass Cutting Agreement with OCC

The Clerk reported that OCC had announced that they would be reducing the Grass Cutting Grant and would now only pay for two cuts per year as opposed to the previous five, thus reducing the grant by approximately 60% or in real terms about £1,000.

The Clerk advised that if the Parish were to refuse to sign the new agreement that it would be likely that OCC would take the cutting back 'in house' and the Parish would lose out on what was left of the grant together with the ability to cut the verges which would leave them unkempt.

The Councillors **RESOLVED** to agree to the new grass cutting agreement, which the Chairman signed.

12. New Parish Councillor

The Clerk advertised the vacancy on the Parish Noticeboard and had received one application.

The Councillors **RESOLVED** to co-opt Mrs Lesley Korsak onto the Parish Council. The Clerk would write to her and arrange the relevant documentation.

13. Openness of Parish Councils

The Councillors considered how to implement the new Local Audit and Accountability Act 2014, section 40. Following discussion the Councillors **RESOLVED** not to record meetings using an electronic recording device taking the advice that the legal record of the meeting is the signed Minutes. However, the decision will be reviewed in a year's time.

14. Community Led Plan

a. To Receive an update

Mr Honsinger reported that the Halloween party did not take place but that Mrs Edwards had requested if the CLP could organise a children's Christmas party instead which it was agreed was acceptable. The funding would come out of the CLP budget.

A question had been raised on the status of the CLP. The Clerk confirmed that the CLP was a Parish Council working group, not a Sub Committee of the Parish Council, as working groups do not have to operate under the strict rules which apply to formal council meetings.

b. Village Questionnaire

The Village Questionnaire was not available to discuss, but it is in the process of being compiled ready for consideration by the Parish Council and other advisors such as Tom McCulloch. John Honsinger was congratulated on putting the questionnaire together.

15. Parish Matters not otherwise mentioned in Matters Arising

a. Playground

i. To discuss progress on the Playground

The Clerk presented the meeting with the design from the bespoke builder which the Councillors welcomed as more befitting to the village.

The Clerk would take the design to the next available toddler group for consultation.

ii. To receive the Access Audit

The Clerk had not received the access audit which was due imminently, but would take it to the December meeting.

b. Management and storage of the Marquee

Following the moving of the marquee from its previous storage, the Parish Clerk had investigated the cost of storage containers.

The Councillors **RESOLVED** to accept the Oxford Marquee Company's quotation of £250 plus VAT for six x 2m long bags, two x 2.5m long bags with handles at both ends, and one x square bag about 1m square and 50cm deep for the roof made from recycled PVC from old marquees. The Councillors requested that the square bag be 75cm deep rather than 50cm which may change the price slightly.

The Councillors reviewed the policy on the use of the marquee which the Clerk had drafted and **RESOLVED** to agree to the policy with the inclusion that eight people should be employed in the construction and deconstruction.

A 'marquee monitor' would need to be appointed.

c. Christmas Tree

The Councillors **RESOLVED** to agree to the ordering of a 12' Christmas Tree.

d. Christmas Lights

The Councillors **RESOLVED** to agree to the purchase of two further strings of lights at £24.99 per string.

e. Village Hall Fund

No further progress had been made.

f. Snow Clearance

The Councillors **RESOLVED** to agree to continue with the arrangement with Richard Wise to clear the snow in consultation with the Clerk at a cost of £50 per hour plus VAT. The roads to be cleared were: the full Bicester road from the A4421 through the village; the Stoke Lyne Road from the white gates through the village; Mill Lane to just beyond Elm Farm entrance and the Launton Road to the white gates. The Clerk would write to confirm.

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

No applications or Notices of Decision had been received.

17. Correspondence received

The Councillors noted the correspondence received and discussed where necessary.

- a. **CDC** – re modifications to the Local Plan which has now been re-submitted to the Planning Inspector (circulated by email)
- b. **Ian Kemp** – re CDC's Local Plan (circulated by email)
- c. **Viridor** – re sustainability report
- d. **Rural Oxfordshire Action Rally** (circulated by email)
- e. **CDC** – agenda for Parishes Liaison meeting
- f. **Age UK Oxfordshire** – AGM 14 November (circulated by email)
- g. **Clerks and Councils Direct**

18. Reports from meetings

No meetings had been attended.

19. Items for information or next Agenda only

- a. The Clerk requested that all items for the next agenda should be submitted by Friday 28 November.

20. Date of next meeting – the Councillors **RESOLVED** to confirm the next meeting as Tuesday 9 December at 7pm.

The meeting closed at 8.50pm

Signed

Dated