



Minutes of Hanborough Parish Council

74/2017

At the Ordinary Meeting of Hanborough Parish Council held at 7.15 pm on Tuesday 10th October 2017 in the Pavilion Greenway Room, the following were present:

Ms Ellen Armitage Mr Niels Chapman (Chair) Miss Penelope Marcus Mr Thomas Pringle
Mr Michael Rogers Ms Lucy Tritton

In attendance: Mr Jon Gammage (Clerk) and Mr Adrian Edwards, Responsible Financial Officer (RFO). Also attending were District Councillor Colin Dingwall and County Councillor Liam Walker.

Members of the public attending: 12 members of the public were present.

97. To confirm if meeting is being recorded: There was no indication that the meeting was being recorded.

98. Public participation session: Members of the public attended to voice concerns about new arrangements for the school bus service which delivers children to the school well ahead of the start of the school day. County Councillor Walker agreed to convene a meeting with the parents to consider options within the next week or so. He is talking to colleagues about the matter.

Action: Clerk to forward residents email addresses so that the meeting can be arranged.

99. To receive apologies for absence: Apologies were received from Mr Peter Brittin, Dr Michael Franklin, Mr Rod Fraser and Mr Steve Page. District Councillor Carol Reynolds also sent apologies.

100. To receive declarations of pecuniary interest from councillors relating to agenda items: None

101. To sign, as a correct record, the minutes of the meeting held on 12th September 2017

RESOLVED: That minutes of the meeting of 12th September 2017 be approved and signed as a correct record.

102. Matters of report arising from the previous minutes:

102.1 (77) Steps into The Pit: The clerk reported that he contacted Oxfordshire Playing Fields Association and they checked with RoSPA Playsafety what surfaces are acceptable. A resin/grit mix applied as either a paint or as strips are OK to use. The clerk contacted 4 suppliers to quote to rebuild the steps, one quoted £2550. Another stated that they do not need to be replaced. Our annual inspection also did not highlight any structural issues. The clerk presented quotes of £395 for the application of paint and £635 for strips. It is understood that the strips last longer than the paint. Councillors were minded to install strips.

Action: Clerk to add to the November agenda.

103. Report of County and District Councillors: District Councillor Dingwall presented an update on affordable housing and a Blenheim initiative to support affordable home provision.

104. To receive an update on timetable and actions relating to the new playground.

The clerk reported that a few issues remain for the contractor to complete and that these are schedule for this Friday. On this day, the safety inspection will also be completed. On receipt of the invoice the clerk will submit the WREN grant claim. The main issue outstanding is turfing of the areas not included in the contract. The current quote is from a supplier who cannot do it for 6 to 8 weeks. Councillors considered this too late.

Action: Clerk to investigate alternative surfaces or suppliers.

Councillors agreed to delay any opening ceremony until the turfing is completed. It was also agreed to delay ordering benches and tables until the site is opened and we see where users would like these placed. New signs at entrances will be required. **Action:** Clerk to obtain quotes.

Pye previously offered to upgrade existing and install new access paths.

Action: Chair/clerk to give Pye go ahead to do this work.

105. To consider funding benches or picnic tables for adults supervising children in the new playground
Councillors agreed to defer this item until after it is opened.

106. To consider estimate for turfing areas in the new playground not covered by the installers contract
Item deferred while additional quotes are obtained.

107. To receive an update from the s106 project feasibility working group
The idea for a youth club was discussed and a report on the working groups meeting was circulated. It was agreed that the Cottsway site is unsuitable but could have other uses. **Action:** Chair to notify Cottsway.

108. To consider quote for tree pruning in Hurdeswell
RESOLVED: To accept the quote of £70 for tree works.
Action: Clerk to place order.

109. To agree Remembrance Sunday arrangements
It was agreed that Cllr Rogers and/or Cllr Pringle will represent Council at the event.
Action: Clerk to drop off PA system with Cllr Rogers.

110. To consider purchase and circulation of speed limit bin stickers
Councillors agreed not to purchase these.

111. To consider quote for corrective works in The Pit as recommended in the annual safety inspection
The clerk reported that the last time maintenance of this sort was completed was 6 years ago. The required works are a result of general wear and tear and would be completed by the original installer.
RESOLVED: To accept the quote of £400 for maintenance works.
Action: Clerk to place order.

112. To consider ongoing membership of the SLCC for the clerk
The Clerk noted that membership of SLCC provides access to expert advice when needed.
RESOLVED: To continue with membership of the SLCC for the Clerk.

113. To consider quote for the installation of the Christmas tree lights
Andrew Booth has provided a quote for installing the lights with no increase in the cost over last year.
RESOLVED: To accept the quote from Andrew Booth.
Action: Clerk to place order for work.

114. Financial Matters

114.1. The Finance Working Group is due to meet shortly.

114.2. The monthly financial summary was circulated at the meeting.

114.3. To approve the monthly payment schedule of accounts from 13/09/2017 to 10/10/2017

Receipts:

30/09/2017	Allotment	Rents	25.00
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RESOLVED: To make payment of the following Schedule of Accounts.

Payments:

10/10/2017	103475, 103476, 10347	Salary & Expenses	
10/10/2017	103469 BDO LLP	External Auditors	360.00
10/10/2017	103470 Castle Water Limited	Water	118.95
10/10/2017	103471 Oxfordshire County Council	Railway Bridge Bollards	1,000.00
10/10/2017	103472 Society of Local Council Clerks	Subscriptions	108.00
10/10/2017	103473 C Edwards	Bench Repairs	21.00
10/10/2017	103474 WODC	Grass Cutting and Bins	2,903.43
10/10/2017	103478 Post Office (re HMRC)	PAYE	208.90
10/10/2017	103479 Oxfordshire County Council	Pension Fund	390.11
31/10/2017	DDR Public Works Loan Board	Loan Repayment	12,001.59

114.4. To receive an update on the section 106 time line and fund availability.
No update reported.

115. Report from the Environment Maintenance and Improvement Group (EMIG):

115.1. Cllr Marcus circulated an updated group remit and vision ahead of the meeting.

115.2. Applications received, PC response pending (circulated at the meeting)

17/03230/HHD 5 Mansell Close, Church Hanborough
Alterations and erection of single and two storey extensions.

115.3. Applications received and PC response made (circulated at the meeting)

17/01607/HHD 145 Main Road, Long Hanborough.
Erection of single storey side extension (part retrospective).
The Parish Council were happy to accept the Planning Officers recommendations.

17/02573/HHD 64 Church Road, Long Hanborough
Two storey extension to the side and single storey ground floor extension to the front.
No objections.

17/02746/CND 16 Witney Road, Long Hanborough
Discharge of conditions 4,7,8,12 and 14 of planning permission 16/01403/RES.
The Parish Council do not feel that they have enough information on which to base a comment.

17/01786/RES Land South of Witney Road, Long Hanborough (new Doctors surgery)
Approval of the appearance, landscaping, layout and scale of the doctors surgery and associated car parking spaces.
The Parish Council has a number of concerns detailed in the response to WODC.

17/03230/HHD 5 Mansell Close, Church Hanborough
Alterations and erection of single and two storey extensions.

115.4. Planning application decisions notified by WODC (circulated at the meeting)

17/00091/FUL	Goose Eye Farm Eynsham.	Refused
17/02344/HHD	Woodview Estate, Church Road, Church Hanborough	Approved
17/02294/HHD	9 Church Road, Long Hanborough	Approved
17/02573/HHD	64 Church Road, Long Hanborough	Approved

115.5. Planning applications pending decision (circulated at the meeting)

17/00309/FUL	Olivers Garage, Long Hanborough Oxfordshire
W17/00338/PRMV	The Coop Store, 23 Main Road, Long Hanborough
17/01082/OUT	Land north of Witney Road, Long Hanborough
17/01607/HHD	145 Main Road, Long Hanborough
17/01786/RES	Land South of Witney Road, Long Hanborough
17/02345/FUL	Willow View, Swan Lane, Long Hanborough
17/02431/HHD	10 Millwood Vale, Long Hanborough
17/02746/CND	16 Witney Road, Long Hanborough
17/01786/RES	Land South of Witney Road, Long Hanborough (new Doctors surgery)
17/03230/HHD	5 Mansell Close, Church Hanborough

115.6. To receive an update on planning applications for large scale developments: The chair reported that he is working on a response to the Pye north application and that the Olivers development may not be considered viable with the number of affordable homes required for the site by WODC.

116. Report from Community & Leisure Group (CLG):

Cllr Tritton reported that the group is down to 3 members, Cllr Pringle agreed to move across from the environment group. It is understood that Freeland are investigating 20mph limits.

Action: Clerk to contact to see if a joint approach would be worthwhile.

117. Reports from Community Groups & Organisations

117.1. HPFA: Cllr Rogers reported that there are no issues of concern. The proposed land swap has not moved on.

117.2. Allotments: Cllr Tritton reported on ongoing activities.

117.3. Dementia & Loneliness Support Group: The chair reported that contact had been made with the new group.

118. Report of Clerk: Councillors agreed a response to a resident in Hurdeswell regarding fencing.

119. AOB: Councillors asked for a Hanborough Herald article warning of telephone scams and to notify residents of the Blenheim visit to the next meeting.

The next meeting will be held on Tuesday 14th November in The Greenway Room. The meeting was closed at 9:15pm.

The Chairman. 14th November 2017