



Minutes of Hanborough Parish Council

113/2021

At the meeting of Hanborough Parish Council held at 6:30 pm on Tuesday 12th January 2021 online, the following were present by remote attendance:

Ms Ellen Armitage, Mr Jeff Borer, Mr Niels Chapman (Chair), Dr Michael Franklin, Mr Rod Fraser, Mr Rich Fuller, Miss Penelope Marcus, Mr Paul Mowat, Ms Kerry Scarlett and Ms Lucy Tritton.

In attendance: Mr Jon Gammage (Clerk), Mr Adrian Edwards, Responsible Financial Officer (RFO), County Councillor Liam Walker, District Councillors Alaa Al-Yousuf and Merilyn Davies.

Members of the public attending: No members of the public attended.

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

195. Public participation session: None.

197. To receive apologies for absence: Apologies were received from Mr Steve Page.

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

199. To sign, as a correct record, the minutes of the meeting held on 8th December 2020

RESOLVED: That minutes of the meeting of 8th December be approved and signed as a correct record by the clerk.

200. Matters of report arising from the previous minutes:

200.1(175) Pigeon House Lane: Cllr Marcus reported that she has made contact with the Freeland Parish Council traffic calming group.

202.2 (181) Pye playground transfer: The RFO reported that this had not progressed.

Action: RFO to contact solicitors.

201. Report of County and District Councillors:

County Councillor Liam Walker reported on numbers of covid cases in the county, test centres and vaccination hubs. He also reported on extra police patrols in the area and noted current highways issues in the parish.

District Councillor Merilyn Davies reported on efforts to improve communication from the high speed broadband contractors on the impact of works.

District Councillor Alaa Al-Yousuf had nothing further to report.

202. To receive an update from the community centre project steering group

The group reported that they are working on a brief for the pro bono architects. This asks for design ideas based on an interpretation of feedback and the working groups and other contributors thoughts. The ideas will be shared at a future meeting with councillors and stakeholders.

203. To consider quote to clean and repaint the tennis courts

The clerk presented two quotes to clean and repaint the tennis courts, noting that it has been 6 years since installation.

RESOLVED: To accept the lower quote from our maintenance contractors at £2,760.

Action: Clerk to notify contractors.

204. To consider quote to replace 3 further MUGA fence panels

The clerk reported that three panels are at various stages of having holes cut in them. While we have not witnessed those cutting the holes we have seen the holes used to access and exit the facility. It is hoped the second gate will help.

RESOLVED: To accept the quote from our maintenance contractors at £725.

Action: Clerk to notify contractors.

205. To consider means of replenishing the gravel on the common land between the pub and church in Church Hanborough

A resident has reported to Council that the gravel in this area may need replenishing. It was agreed that councillors would visit the site before the next meeting.

Action: Clerk to write to church and pub to see if they would be willing to contribute.

206. To discuss organising a Keep Hanborough Tidy litter pick

Cllr Tritton presented an idea for a "covid safe" local litter pick that could be completed while residents are taking their daily exercise. It would be done with residents own equipment and within current guidelines for outdoor activity.

Action: Cllr Tritton to write an article for the Hanborough Herald, website and Facebook.

207. To discuss a "Small Library" in the parish

District Councillor Merilyn Davies reported that she has sourced 2 cabinets to be used as small libraries. It was proposed that these be placed near the Cala development pre-school site and centrally near the Riely Close WODC car park. Councillors welcomed the initiative.

208. Financial Matters

208.1. The Business Working Group had not met.

208.2. The monthly financial summary & bank reconciliation was circulated before the meeting.

208.3. To approve the monthly payment schedule & any necessary transfers between council accounts.

Receipts: None

Payments:

RESOLVED: To make bank transfer payments of the following Schedule of Accounts.

From Unity Trust Bank:

A Edwards	Salary & Expenses	
J Gammage	Salary & Expenses	
T Skelly	Salary & Expenses	
OALC	Training	540.00
West Oxfordshire District Council	Grass Cutting	1,834.80
Rob Atkinson	Repairs	137.28
H M Revenue & Customs	PAYE	318.52
Oxfordshire County Council Pension Fund	Pension	432.08

RESOLVED: To make bank transfer payments of the following Schedule of Accounts subject to confirmation of goods received and email confirmation by Cllrs Chapman, Marcus and Tritton.

Associated Blinds Ltd Pavilion Blinds 4,455.50

Held over from December

From Coop Bank to Unity Trust Bank 10,000.00

From Coop Deposit Account to Coop Current Account 10,000.00

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

209.1. Cllr Marcus circulated a report ahead of the meeting and provided verbal updates.

209.2. The planning application report was circulated before the meeting as follows.

Application Number	Address	Details	Parish Council Response	Decision
20/01734/OUT	Eynsham Garden Village	Garden Village		
20/02385/FUL	Land North East of Swan Lane, Long Hanborough	Change of use from agricultural to camping site	Parish Council objected to the application	Withdrawn
20/02400/FUL	Post Office, 72 Main Road, Long Hanborough	Change of use from A1 use to A5 use.	Parish Council objected to the application	Approved
20/02599/HHD	9 Regent Drive, Long Hanborough	Conversion of Garage to habitable space	No Comments	
20/02635/S73	High Thatch, Park Lane, Long Hanborough	Variation of condition 2 of planning permissions 01189/FUL and 19/02821/S73	Parish Council objected to the application	
20/02676/S73	2 Witney Road, Long Hanborough	Variation of condition 2 of 19/02902/FUL	No further comments from previous applications	Approved
20/02712/HHD	16 Roosevelt Road, Long Hanborough	Single Storey Rear Extension	No Comments	Approved
20/02899/FUL	2 Witney Road, Long Hanborough	Erection of 10 one bed flats.	Parish Council objected to the application	Refused
20/03115/HHD	The Beeches, Church Hanborough	Erection of single storey rear and side extension	No Comments	
20/03519/HHD	31 Churchill Way, Long Hanborough	Removal of existing conservatory and single storey extension.	No Comments	
20/01954/FUL	2 Witney Road, Long Hanborough	Erection 10 One Bed Flats	No further comments to be made from those objecting to the application.	

209.3. No significant developments to report on.

210. Report from Community & Leisure Group (CLG)

Cllr Tritton circulated a report ahead of the meeting. Councillors discussed the idea for a community quiz and balancing the health and wellbeing benefits of walking in local countryside against access and potential environmental damage.

211. Reports from Community Groups & Organisations

HPFA: Cllr Franklin reported on damage to a door and was asked to let the HPFA know that the funds for the new tractor shed are available when they are ready to progress the project.

Allotment Association: Cllr Tritton reported on the condition of the track to the allotments which seems to have been eroded by farm vehicles.

212. Report of Clerk: The clerk thanked Cllr Fraser for the Christmas tree which has now been removed.

213. Miscellaneous items from Members: Councillors formally recorded thanks to Julie Stuart-Thompson, a Freeland resident, who organised Christmas dinners and presents for 10 Hanborough families and to Graham Flint from Pye for part funding and organising the new ramp into the pit area.

Action: Clerk to write to both on behalf of council.

214. AOB: None.

The next meeting will be held on Tuesday 9th February at 6:30pm online. The meeting was closed at 7:45pm

The Clerk. 9th February 2021