



Minutes of Hanborough Parish Council

78/2017

At the Ordinary Meeting of Hanborough Parish Council held at 7.15 pm on Tuesday 12th December 2017 in the Pavilion Greenway Room, the following were present:

Mr Peter Brittin Mr Niels Chapman (Chair) Dr Michael Franklin Miss Penelope Marcus
Mr Thomas Pringle 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: No members of the public were present.

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

153. Public participation session: None.

154. To receive apologies for absence: Apologies were received from Ms Ellen Armitage, Mr Rod Fraser, Mr Steve Page and Mr Michael Rogers. District Councillor Carol Reynolds also sent apologies.

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

156. To sign, as a correct record, the minutes of the meetings held on 14th November 2017

RESOLVED: That minutes of the meeting of 14th November be approved and signed as a correct record.

157. Matters of report arising from the previous minutes:

157 (151) Andrew Wilkins bench at the station. The clerk is investigating who is responsible for mis-spelling his name.

ACTION: Clerk to request that it be corrected.

157 (150) Christmas tree: Councillors recorded their thanks to Sportif Suzuki for the beautiful Christmas tree and asked the clerk to write to the garage.

ACTION: Clerk to write as requested.

158. Report of County and District Councillors:

County Councillor Walker noted that the November minutes did not include his report on the school bus changes. The minutes were amended accordingly and he reported that new school transport passes for the coach are with the school for distribution.

The chair asked for Highways to investigate if intelligent traffic lights at the Coop roundabout could alleviate congestion.

ACTION: Cllr Walker to investigate and report back.

District Councillor Dingwall reported on new emergency accommodation purchased by WODC, on financial support for residents impacted by Universal Credit delays and on the start of broadband rollout across the district.

159. To consider quotes for new signs for the playground

Councillors reviewed drafts of a new sign for the playground and asked that it be circulated to give time for closer inspection. ACTION: Clerk to circulate for comment ahead of placing order.

RESOLVED: To set a maximum budget of £250 for the new signs to be ordered on approval of the drafts circulated.

160. To consider quote to install surfacing at the entrances to the new playground where the drainage is poor

Councillors considered the quote from Sutcliffe to extend the areas of stone and rubber mulch where the ground is wettest but had concerns that this may itself be damaged by the poor drainage. It was agreed to seek expert advice on options to improve the general drainage before proceeding. Cllr Dingwall suggested that the District Civil Engineer may be able to offer advice or suggest contractors.

ACTION: Clerk to discuss with District Engineer and contractors and report back to council.

161. To consider quote and location for new bins in the new playground

The clerk presented a quote for £366 to install a new bin plus £6.33 per empty from WODC. County Councillor Walker suggested and councillors agreed that a bin that allowed for separated recycling would be more environmentally friendly if available from WODC.

ACTION: Clerk to request quote from WODC and talk to District Councillor Reynolds if necessary.

162. To discuss ideas to upgrade the Parish Council noticeboard in Riely Close

The Community & Leisure Group is considering this and will report back at a future meeting.

163. To gather councillors thoughts on a potential outdoor gym in the parish

Councillors were minded to support this initiative subject to further scoping and costing by the Community & Leisure Group.

164. To discuss the Save Pinsley Wood campaign

Councillors are aware, from the Sustainability Appraisal for the Emerging Local Plan, of potential plans to develop towards Pinsley Wood which raises concerns over how this might affect the ecology of the area. There had been a meeting of concerned residents and locals are encouraged to write to WODC. It was noted that letters have to be submitted in writing and in triplicate so that they can be considered by the Inspector.

165. To receive an update from the s106 project feasibility working group

Nothing to report.

166. Financial Matters

166.1. The Finance Working Group reported that it has considered and finalised the proposed budget for next year.

166.2. The monthly financial summary was circulated at the meeting and the RFO forecasts a balanced budget at the end of the year.

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

Receipts:

21/11/2017	West Oxfordshire District Council	Playground Grant	38,110.00
21/11/2017	WREN	Playground Grant	48,273.00
22/11/2017	OCC	Grass Cutting Grant	2,369.17
27/11/2017	West Oxfordshire District Council	Playground Grant	748.00
01/12/2017	HMRC	VAT Refund	818.00
16/11/2017	Banbury Memorials	Cemetery Fees	120.00
12/12/2017	J & Humphris	Cemetery Fees	200.00

RESOLVED: To make payment of the following Schedule of Accounts.

Payments:

12/12/2017	103499, 103500, 103501	Salary & Expenses	
12/12/2017	103494 Royal British Legion	Wreath	15.00
12/12/2017	103495 Sutcliffe Play (South West) Limited	Play Ground	3,580.80
12/12/2017	103496 Hanborough & District Day Centre	Grant	1,000.00
12/12/2017	103497 Volunteer Link Up	Grant	100.00
12/12/2017	103498 Citizens Advice Bureau	Grant	200.00
12/12/2017	103502 H M Revenue & Customs	PAYE	208.90
12/12/2017	103503 Oxfordshire County Council	Pension Fund	390.11
12/12/2017	103504 Boward Tree Management Ltd	Tree Maintenance	192.00

166.4. To receive an update on the section 106 time line and fund availability.

No update reported.

166.5. To approve the final 2018/19 budget after adjustments for Precept income

The RFO summarised the budget which had been circulated just before the meeting.

RESOLVED: To set the 2018/19 budget as presented.

166.6. To approve budgeted grants to Hanborough & District Day Centre and Volunteer Link Up

RESOLVED: To continue to make grants to the Hanborough & District Day Centre and Volunteer Link Up.

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

167.1. Cllr Marcus circulated a report ahead of the meeting outlining recent activity.

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

17/03833/HHD 7 Millwood Vale, Long Hanborough
First floor extension to form enlarged bathroom.

17/03990/HHD 17 Roosevelt Road, Long Hanborough
Erection of first floor rear extension.

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

17/03230/HHD 166 Main Road, Long Hanborough
Single storey rear kitchen extension.
No comments but asked officers to check impact on neighbour's light.

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

17/00309/FUL Olivers Garage, Long Hanborough Oxfordshire – Refused
17/01082/OUT Land north of Witney Road, Long Hanborough - Granted

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

17/02746/CND 16 Witney Road, Long Hanborough
17/00095/APPEAL The Old Police House, Witney Road, Long Hanborough
17/03155/RES Land South East of Pinsley Farm, Main Road, Long Hanborough
MW.0095/17 City Farm, Eynsham (OCC application)
17/03230/HHD 166 Main Road, Long Hanborough
17/03833/HHD 7 Millwood Vale, Long Hanborough
17/03990/HHD 17 Roosevelt Road, Long Hanborough

167.6. To receive an update on planning applications for large scale developments.

Councillors questioned County Councillor Walker about the withdrawal of Highways objection to the Pye north field development and raised concerns about how OCC is making decisions on these issues and how these might impact on future applications.

Councillors also discussed affordable housing allocation from the new developments in the parish.

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

Cllr Tritton reported that members of the group have discussed parish club liaison, public footpaths, a new Hanborough Facebook page and the location and condition of noticeboards.

169. Reports from Community Groups & Organisations

169.1. HPFA: Cllr Brittin reported that the HPFA are considering ideas for future development of the facility.

169.2. Allotments: Cllr Tritton reported on a planned Christmas social event.

169.3. Dementia & Loneliness Support Group: Cllr Franklin reported that the group is meeting in January. Councillors asked that the group consider local awareness training as this had proved very useful in the past.

170. Report of Clerk:

170.1. GDPR: The clerk presented a overview of the General Data Protection Regulations due to come into force in May 2018. Further information is expected from NALC in January.

170.2. War memorial: The clerk reported that Historic England is considering the Hanborough war memorial for addition to the List of Buildings of Special Architectural or Historic Interest and asks for any information that may support the application. Councillors agreed to forward this to a local resident who is known to have an interest in the memorial.

151. AOB: None.

The next meeting will be held on Tuesday 9th January in The Greenway Room. The meeting was closed at 9:20pm.

The Chairman. 9th January 2018