



Minutes of Hanborough Parish Council

67/2017

At the meeting of Hanborough Parish Council held at 7.15 pm on Tuesday 14th February 2017 in the Pavilion Greenway Room, the following were present:

Dr Lidia K. Arciszewska	Mrs Gill Battams	Mr Peter Brittin	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 Councillors Colin Dingwall and Carol Reynolds.

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

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

216. Public participation session: None.

217. To receive apologies for absence: Apologies for absence were received from Mr Rod Fraser and Mr Steve Page.

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

219. To sign, as a correct record, the minutes of the meeting held on 10th January 2017

RESOLVED: That minutes of the meeting of 10th January 2017 be approved and signed as a correct record.

220. Matters of report arising from the previous minutes: None

221. Financial Matters

221.1. The monthly financial summary was circulated at the meeting and reviewed. The RFO forecasted that council will be under budget at the end of the financial year.

The chair reported that the planning consultant had quoted £1,000 but had in fact delivered a more comprehensive report and was seeking approval to increase the cost to £1,200. As this was within the agreed budget of £1,400, there was no objection from councillors.

221.2. To approve the monthly payment schedule of accounts from 11/01/2017 to 14/02/2017

Receipts:

11/01/2017	E A Taylor	Cemetery Fees	200.00
30/01/2017	R and H Barker	Cemetery Fees	400.00
06/02/2017	S & R Childs	Cemetery Fees	400.00
07/02/2017	Memorials of Distinction	Cemetery Fees	100.00
07/02/2017	Jerrams Brothers	Cemetery Fees	200.00

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

Payments:

14/02/2017	103395, 103396, 103397	Salary & Expenses	
14/02/2017	103392 S & C Slatter	Multi Use Area Maintenance	420.00
14/02/2017	103393 Martin Armstrong	Professional Fees	1,000.00
14/02/2017	103394 Ubico	Dog Bins	87.98
14/02/2017	103398 Post Office (re HMRC)	PAYE	120.40
14/02/2017	103399 Oxfordshire County Council	Pension Fund	374.57
14/02/2017	103400 Peter Gill	Deposit - Dementia Tea	50.00
14/02/2017	103401 Freeland Guides	Grant	50.00

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

Cllr Arciszewska reported that the group has circulated a draft application form for future grant applications for approval in the next few days. Lists of local businesses, clubs and societies, and local residents continue to be developed. Further publicity is planned. The group is also supporting dementia projects and considering how this initiative could be structured so that it could apply for grant funding.

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

223.1. Parade parking: Cllr Arciszewska reported that the proposed layouts have spaces that are 2.2m wide. OCC have confirmed that although this is smaller than the recommended standard, the angle of the parking bays allows for the reduced size while including the maximum number of bays possible. The clerk reported that the white lining estimate is £950 and a ball park quote for the dropped kerb is £1,500. It was agreed that the owners should be presented with a number of layout options to consider.

Action: Clerk to chase formal quote for the dropped kerb.

223.2. Grass cut contract: Cllr Arciszewska reported that she continues to work with potential contractors to get quotes for additional cuts of the OCC grass areas. Neighbouring parishes have been contacted and there is interest in sharing the service.

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

None

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

16/03948/OUT	Land west of Church Road, Long Hanborough Residential development comprising 94 dwellings, including starter homes. Detailed response made by Parish Council objecting to the application.
17/00013/HHD	Hollyhock Cottage, 3 Myrtle Farm Court, 1C Main Road, Long Hanborough Erection of garden shed. No Comments
17/00018/HHD	23 Church Road, Long Hanborough Single Storey front extension. No Comments.
17/00021/HHD	South Barn, 3 Millwood Farm Barns, Abelwood Road, Long Hanborough. Insertion of two additional roof lights in South Elevation. No Comments.
17/00091/FUL	Goose Eye Farm Eynsham Demolition of buildings and construction of replacement dwelling, detached garage and various other changes to the property. No Comments.

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

16/00012/Appeal	Land South of Pinsley Farm, Long Hanborough - Appeal Allowed
16/03666/HHD	1 Roosevelt Road, Long Hanborough - Withdrawn
16/03752/FUL	The Pavilion, Roosevelt Road, Long Hanborough - Approved
16/03818/HHD	57 Marlborough Crescent, Long Hanborough - Approved
16/03895/S73	Midway Farm, Church Hanborough - Approved
16/04108/HHD	109/111/113 Main Road, Long Hanborough - Refused
16/04158/HHD	19 Isis Close, Long Hanborough - Refused
16/04174/FUL	Land south of 168A Main Road, Long Hanborough - Approved
17/00013/HHD	Hollyhock Cottage, 3 Myrtle Farm Court, 1C Main Road, Long Hanborough - Approved

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

16/03948/OUT	Land west of Church Road, Long Hanborough
17/00018/HHD	23 Church Road, Long Hanborough
17/00021/HHD	South Barn, 3 Millwood Farm Barns, Abelwood Road, Long Hanborough.
17/00091/FUL	Goose Eye Farm Eynsham

223.7. CEG appeal: The Planning Inspector allowed the appeal and outline planning permission was granted for erection of up to 120 dwellings and provision of a building for Class D1 use together with associated works at land adjacent to Hanborough Station. Councillors remain concerned that some points of objection raised were not fully addressed and recalled that OCC agreed to do a full risk assessment of the entrance if the application was granted.

Action: Clerk to request that the risk assessment is completed.

224. Report from Finance and Other Business Group (FOBG):

A meeting was held and the following recommendations were made to council for approval.

224.1. Grant to Oxfordshire Association for the Blind: The RFO has contacted the charity to clarify if parish residents benefit from their work. Item deferred to March.

224.2. To agree grant of £50 to the Girl Guides

RESOLVED: To award a grant of £50 for one guide to attend an international camp.

224.3. To review the appointment of internal auditor

RESOLVED: To appoint Arrow Accounting as internal auditor.

224.4. Risk Assessment: The Risk Assessment was reviewed and considered acceptable without changes.

224.5. Insurance Cover: The RFO had clarified some points with insurers. The cover was reviewed & considered acceptable without change.

224.6. To approve revised Standing Orders and Financial Regulations

These were modified to allow for the agreed £50 spend approval by the clerk or RFO.

RESOLVED: To approve the revised Standing Orders and Financial Regulations

224.7. Draft Allotment Tenancy Agreement

A draft agreement, based on agreements used by other parishes, was circulated for comment.

RESOLVED: To approve the proposed Allotment Tenancy Agreement.

225. Report of County and District Councillors:

District Councillor Reynolds reported that the proposed move of the Riely Close recycling point to the station car park is ongoing. Owners of the station car park will be contacted shortly for permission to host the recycling point.

District Councillor Dingwall presented a summary of WODC's view on the future of local government as both the District and County Councils undertake consultations of rival proposals.

226. To consider timetable and actions relating to the new playground

The Chair reported on progress with the various stakeholders about location of the new playground. Councillors are working hard to get agreements in place by the WREN deadline. The next stages, to enable formal agreement by HPFA, is a parish referendum and approval by the Charity Commission, both of which are a requirement in the schedule of conveyance for the Hanborough Playing Fields.

Councillors debated the proposed location and layout. HAPI have consulted on this and there is agreement from the various stakeholders that the pit area would be a great location once the area is cleared of vegetation and more open. Trees would be retained as a feature of the area and this would allow for the school to be expanded on the current site. Councillors agreed to organise the parish referendum and a final draft will be ready for printing in the next few days.

227. To agree the date of the 18th April for the Annual Parish Meeting

It was agreed that the Annual Parish Meeting will be held on 18th April.

228. To receive an update on cooption advertising

Council now has a couple of applicants.

Action: Clerk to arrange interviews.

229. To consider suggesting a name for the proposed Garden Village

Cllr Marcus has submitted a name and Councillors agreed not to propose an alternative.

230. To consider informally allowing dog training classes on Hurdeswell

It was agreed to allow the dog training classes to take place subject to clearing up after each event and subject to review. The arrangement can be withdrawn by Council at any stage without reason.

Action: RFO to notify applicant.

231. To approve the removal of former Cllrs Earnshaw and Nicholls from the bank signatories list

RESOLVED: To remove former councillors from the bank signatories list.

232. To receive an update on the planned dementia tea dance on 9th April

Arrangements are ongoing with help needed for the event and prizes for the raffle.

233. To consider a grant request from the Evergreen Club

The Evergreen Club is having its diamond jubilee this year and has requested support for the event. Parish Council congratulated the club on so many years of service to the local community. Councillors recognised what a valuable resource the club is and the voluntary work that makes it possible.

RESOLVED: To award a grant of £55 to purchase the cake.

234. To consider planting new trees at the entrance to the parish burial ground
Councillors discussed improving the entrance area by planting a couple on trees.
RESOLVED: To spend up to £200 on trees and planting in the area.

235. Reports from Community Groups & Organisations

235.1. HPFA: Nothing to report.

235.2. The Hut Youth Club: Nothing to report.

235.3. Allotments: Nothing further to report.

235.4. Dementia Friendly activity: Nothing further to report.

236. Report of Clerk: The clerk will be on holiday from 22nd February to 12th March and the RFO will prepare the next agenda.

237. Miscellaneous items from Members: None

The meeting was closed at 9:30pm. The next meeting will be held on Tuesday 14th March in The Greenway Room.

The Chairman. 14th March 2017