

# DRAFT COPY

Minutes of the Parish Council meeting on Tuesday 3rd May 2016 at Bishop Carpenter School at 7.30pm.

Present: Cllrs D Jennings, M Davison, S Holford, P Espinasse & G Doidge  
Clerk E Boswell

Apologies: None

Guests: None

## 1. Election of Officers

1. Chairman – D Jennings, Proposed SH seconded PE all agreed
2. Vice Chairman – M Davison, proposed DJ seconded GD all agreed
3. Responsible Financial Officer – P Espinasse, Proposed SH seconded DJ all agreed

## 2. Minutes of the Previous Meetings

These were agreed and signed.

## 3. Declarations of Interest – There were no declarations of interest.

## 4. Matters Arising

1. End of year accounts – The end of year accounts were presented to the PC by the RFO they were found to correct and accurate and were approved by the PC for audit. The PC resolved to carry out a review of the fixed asset register over the course of the next twelve months. The PC resolved to cash in the £200 investment held with Computershare and transfer the monies to the current account
2. Standing Orders – The Financial Standing Orders were reviewed by the PC at this meeting and were found to still be appropriate and an accurate representation of the business and financial processes used by the PC. The PC resolved to review the use of cheques for payment in due course as this method is becoming more outdated. The PC resolved to include an update from the VIG of their activities on future agendas
3. New Declarations of interest – There were no new declarations of interest from Councillors to be registered at this time.
4. Open Meeting presentation slides – The presentation slides were reviewed and updated in preparation for the Open Meeting on the 10<sup>th</sup> May.
5. Renewal of Insurance – The Clerk presented the PC with three quotes for the renewal of insurance: - Aviva £844, Hiscox £803 and Ecclesiastical £765, a discussion followed to review the core cover comparison following which the PC resolved to accept the Ecclesiastical quote. This will be reviewed again in 12 months.
6. Review of Fidelity Guarantee – The PC resolved that the level of cover provided by Ecclesiastical was sufficient. This will be reviewed again in 12 months.

## 5. Planning Permission

- 16/00685/F – Erection of three storey detached dwelling in part of the garden land adjacent to Pear Tree Cottage Main Street North Newington. The PC examined the plans and after some discussion wish to make the following observations and comments: - Whilst the PC would not object to the build of a new property on this site the PC sees the proposed build as ambitious in scale. The PC have concerns over the ridge height of the roof as the surrounding properties, with the exception of Pear Tree Cottage itself, are not three storey properties rather properties that have loft conversions. A planning application (16/00581F) was submitted in April for the formation of a new vehicle access to this property, whilst the planning application was separate to this application the two are no doubt connected and the PC has concerns regarding the increase in vehicular activity along this part of the road particularly with the existing bend and with the lack of off road parking proposed for this four bedroom development.

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## 6. Finance

1. Review of Income and Expenditure - The monthly accounts for were reviewed by the Financial Officer at this meeting. They were found to be a correct and accurate account. Proposed PE seconded DJ.
2. Bill payments – Chq: 300062 £300.00 contribution to Churchyard grass cutting at Broughton

7. **Children’s Playground** - There were no problems to report, DJ to continue with the diary and to continue to check salt levels when necessary.

## 8. Clerks Business

1. Broughton Parish Council, grass cutting contribution – The PC received a copy of the quote from Broughton and after some discussion resolved to make a contribution of £300, as in previous years, to the grass cutting of Broughton Graveyard
1. VIG member to present at open meeting – A representative from The Village Improvement Group will attend the open meeting and give a short presentation
2. Internal Audit – update – The internal auditor has been appointed
3. Salt Bin – update – As yet the Clerk has been unable to make contact with the landowner in order to arrange removal of the additional salt storage.
4. Park Lane Post – update – Letter to Park Lane resident yet to be drafted
5. Queens 90<sup>th</sup> Birthday celebration fund – The Clerk has now received estimated quotes from the VIG in respect of hire of equipment for the ‘Royal Tea Party’ and will now submit the grant application form
6. Grass cutting – update- Mr Prickett has now commenced grass cutting
7. Park Lane Pothole – The Clerk has taken pictures of the pothole and will report to highways

## 9. Any other matters for discussion

1. Noisy Neighbours & school cars – Cllr Jennings has received a complaint regarding noisy neighbours and inconsiderate driving/parking of vehicles at school times. With regards to noise nuisance from neighbours, usually an informal approach is the best way to improve the situation. Neighbours may be unaware of the unhappiness they may be causing and it gives them the chance to reduce the noise before a formal complaint is made. If the neighbour is a tenant than you could make a complaint to their Landlord. If the informal approach is unsuccessful we would suggest that you contact the relevant authorities, in this case the Environment department at Cherwell District Council, you can find more information on their website or by telephoning 01295 227001 during office hours. With regards to vehicles in the village the PC can only reiterate again the importance of residents and visitors driving and parking considerately and safely at all times. The PC do have ‘Parking Notices’ that residents can use to place on the windscreens of ‘repeat offenders’ and these are available from the Clerk. In the event of a car either parking or travelling where it’s considered to be a danger to public safety we would recommend the relevant authorities be informed.
2. Community enterprise meeting – update- this will be on the agenda of the June meeting
3. Clerks review – This will be on the agenda of the June meeting
4. Jitty Drain – Cllr Jennings reported that the drain along the Jitty has either still not been cleared by Highways or has become blocked again, possibly from the building works being carried out to ‘Roselyn’, the Clerk will take up to date photos and report to Highways
5. Reduced bus service – The Johnson Ecelbus No: 269 from Banbury – Stratford Upon Avon will no longer service North Newington with effect from 6<sup>th</sup> June 2016
6. Parish Liaison Meeting – The Clerk informed Councillors that this meeting takes place on 8<sup>th</sup> June 6.30pm at CDC offices
7. Fire Drill – A ‘fire drill’ took place at 7.35pm with no issues to report

The next meeting will be held on 7<sup>th</sup> June 2016

The meeting closed at 9.05pm

