

MEETING OF  
FINMERE PARISH COUNCIL

Minutes of meeting held on 9<sup>th</sup> January 2018 in Finmere Village Hall

Present:- Councillors, Mike Kerford-Byrnes (MKB) (Chairman), Katherine Grimston (KG) (Vice Chairman), Steve Trice (ST), Amanda Hodgkins (AH) and Joanne Brooks (JB)

In attendance:- Sharron Chalcraft (SC) (Parish Clerk and RFO)

1. Apologies:- Apologies were received from Councillors Kevin Ochel (KO) and Mike Kirby (MK)

2. DECLARATIONS OF INTEREST AND INVOLVEMENT

ST declared an involvement in any matters to do with the VHPF Committee. JB declared an involvement in Valley Rd traffic issues. AH declared an interest in the Stable Close bund proposals.

3. MINUTES

The minutes of the meeting of 5<sup>th</sup> of December 2017 were approved with corrections.

Item 10 was dealt with at this point.

4. MATTERS ARISING

4.01 **Cross Tree Turf and Drainage Problems** ST and KG discussed this matter with Ian Corkin (IC), District Councillor, and Mike Wasley (MW), OCC Highways, on their recent visit to the village. The matter is to be looked into by MW. c/f

4.02 **Spinney Acquisition** MKB has again spoken with Revd Alice Goodall, as the Chair of the Mixbury Trust, but the Trust has still not determined a reply. MKB is to continue to pursue this matter. c/f

4.03 **Old Banbury Road Path** This matter was not directly discussed during the IC/MW visit but is on the list provided to MW by SC. It may be that funds are not available. SC is to chase this up if nothing is heard. c/f

4.04 **Road signs** A volunteer is to help MKB to paint the signs in the warmer weather. c/f

- 4.05 **Cross Tree Signpost** This was looked at during the IC/MW visit but not discussed in detail. SC is to chase this up if nothing is heard. c/f
- 4.06 **Grass Cutting** SC has received a map from MW showing the verges in the area and the small verge is part of a cross hatched area. SC is to ask MW what this cross hatching means. c/f
- 4.07 **Stable Close Bund Proposals** AH did not leave the room as no news had been received and therefore there was no discussion. JB is pursuing information between the legal departments of Redrow HQ and their Northampton office. It may be a while before the information required to proceed is obtained. c/f
- 4.08 **Computer (Printer)** SC has spoken with Printer Medic, the recycling/reconditioning company recommended by MK. They recommend a much higher spec laser printer costing £325 new or £180 second hand as this will deliver print at half the cost per page of an inkjet. ST feels that this might be a false economy given the amount of printing the PC needs. SC would prefer the smallest machine possible for her convenience. AH will forward details to her IT department and get a recommendation from them so that SC can proceed if they advise a machine within budget. c/f
- 4.09 **Grass verge near Pines** MW has confirmed that the verge belongs to OCC Highways and he is happy to install restrictions such as posts if required. The parking seems to have stopped of late and MKB is to talk to residents before the PC asks MW to proceed with any measures. c/f
- 4.10 **Traffic problems in Valley Rd/Mere Rd** At Christmas there was a parking overspill in Valley Rd due it was thought to visitors at nearby houses. This made it difficult for passing cars to negotiate and would have potentially caused an obstruction for larger vehicles. MW confirmed on his recent visit to the village that the road is narrower than normal and parked vehicles could pose access problems for large vehicles. He said at the site meeting that he is happy to supply some signs which warn road users to avoid obstructing emergency vehicles, SC is to ask for a sample. JB points out that the new agricultural vehicles which farmers will be purchasing are getting even bigger than those used now. With the possibility of traffic being diverted through the village by HS2 restrictions it is vital to ensure that traffic can flow. MW is willing to put double yellow lines in place, but the PC would need to pay at a cost of some £3,000. There is business funding available from HS2 related projects and it may be possible to apply for yellow lines, possibly restricting these to the parts of the road where obstruction is most likely. The PC will keep an eye on the situation and judge the likely effectiveness of the signs when these are available, hopefully at the next meeting. c/f
- 4.11 **Fencing & Stile for Stable Close bund boundary** The work is to be done soon. JB is to go with the contractor to look at the old play area and assess how much of the fence can be reused. Following an email request JB is also to liaise with Adrian Goosey, the tenant of the field, regarding movement of stock during the works. c/f
- 4.12 **Reg 55 Application, Swan Practice, Buckingham** SC has re-submitted the letter.

- 4.13 **Grit bins** The bin, located at the Cross Tree, has warped and the lid no longer fits, this is allowing water to fill up the bin and there is no way to stop this problem. A new bin needs to be ordered at the cost of £250. Proposed ST, seconded AH, carried unanimously. SC is to order the replacement. c/f
- 4.14 **ICO Renewal** This has been paid and receipt of payment confirmed.
- 4.15 **Preparing for Emergencies** SC has written an item and sent it Paul Nash (PN) for posting on the website.
- 4.16 **SLCC Training** SC has booked the training seminar which will cover the new Data Protection legislation. c/f
- 4.17 **Oxfordshire Clinical Commissioning Group Consultation** SC has forwarded the link.
- 4.18 **Job Centre Location Service** This link has been put on the website.
- 4.19 **Montpelier Estates** The presentation has been postponed till the February meeting.
- 4.20 **Annual Returns on Web** These have been scanned and sent to PN.
- 4.21 **Expressway Route** SC submitted the minutes to OALC who thanked the PC for the information.
- 4.22 **External Auditors** SC checked with AH who has no conflict of interest with the new external auditors.
- 4.23 **Diversity Survey** The link was circulated.
- 4.24 **Overgrown Hedges** SC has written to the two properties bordering the road. Fimmere House's owners have replied to say they will check their hedges. Councillors report that the whole length of the hedge has now been trimmed by the various parties responsible.

## 5. FINANCIAL REPORT

The quarterly financial report was presented.

It was reported that there was £5,832.70 in the Treasurer Account and £4,804.72 in the Business Money Manager Account.

The reports for October and November are detailed in previous minutes.

The following had been paid out during December:

£35.00 to ICO (Information Commissioners Office) (general admin – subscriptions)  
£290.33 to SC (general admin – for Clerk and RFO duties and internet costs)

The quarterly bank reconciliation was produced and signed. There were no outstanding cheques.

#### 6. S19/S137/URGENT BUSINESS

No requests were received. No urgent business was carried out.

#### 7. FINMERE LANDFILL SITE UPDATE

There is nothing new to report. There is to be a quarry liaison meeting, hopefully in January. JB points out that there has been a lot of blown rubbish caught in the hedges on her land, but she is not sure whether the landfill is the source.

#### 8. PLAYING FIELD PROGRESS AND CONDITION

MKB has spoken with a solicitor who deals a lot with setting up model leases. He has recently worked on a very similar one to that which will be needed in this case. There will need to be a three-way lease between the PC, the Village Hall and Playing Fields Committee (VHPFC) and the Sports Association (SA). The three will need to agree heads of terms. The solicitor has provided a list of headings and suggestions for contents of each section. All three will need to visit him to put the lease together. ST suggests that MKB should talk to Phillip Rushforth, VHPFC. ST, MKB and PR should be able to sort out proposed heads of terms. Mike Geelan, SA, will need to meet with them and finalise things, hopefully at some time in January. MKB is to organise this as soon as possible.

MKB confirms that he has walked the field this month and all is ok.

#### 9. NEW RESIDENTS NOTIFICATIONS

There are no new residents this month.

#### 10. HS2 LIAISON

This item was dealt with after Item 3.

Cheryl Snudden (CS), HS2 Community Engagement Manager, thanks the PC for their invitation. MKB explains some of the background of the PC and HS2. The PC petitioned Parliament but received absolutely no concessions, even on remedial works that may be required on local roads or the use of 'quiet' tarmac on the raised section of the A421. The village was largely indifferent, with only 11 out of 380 residents attending a presentation that the PC arranged. A few houses in the Warren Farm area have been directly affected and purchased under the hardship scheme. ST feels that it is more a case of resignation that nothing can be changed rather than indifference. Given the choice he feels that probably 80% of the village would be against HS2. JB points out that we do not know how people acted as

individuals, maybe a large percentage did submit online objections during the consultations. The whole scheme is of no use to the area, even if locals could catch the trains there is very little unemployment in the area anyway so easier access to jobs is not needed.

CS explains that there will be sound barriers along the raised A421. The whole project started in October and is now fully staffed. Carillian, Effiage and Keir are the companies building the actual line, CEK for short. The work up until track laying, archaeology, ecology etc is being dealt with by Fusion. The track laying will probably start in 2019. Interestingly CS explains that haulage will use the train line trace to move materials, reducing the effect on local roads. This means that key elements need to be built first, such as the viaduct at Great Missenden and the tunnel at Wendover. CEK have an investment pot of money that can be used for local works, like restoring roads. KG asks whether if there is gridlock the traffic can be temporarily stopped. CS assures the PC that traffic regulation will be of paramount importance. It would be good if the villagers understood this and also had some knowledge of the construction process. CS is happy to put on an event in a couple of months. JB feels there should be a straw poll first to see if villagers would be interested this time. CS will arrange a leaflet drop around the village.

There is a road safety fund and also a fund for infrastructure and renovations. The work can be carried out, but lump sums of money cannot be given over. ST points out that a bus stop for the X5 would be a great asset to the village. CS is not sure that this could be provided but it is always worth asking. She has tried to contact the farmers in the area and also Mixbury PC and Newton Purcell PC, some parishes are more difficult to contact. KG and JB have some contact information. SC is to circulate CS's emails.

MKB asks if there are any other funds which can be applied to for money. CS will send details of the funds mentioned and also of the woodland fund of some £5 million which helps with the cost of planting trees to absorb noise, but she is not aware of any others.

CS will attend the Feb 6<sup>th</sup> meeting and bring along Martin Gallimore, the CEK construction manager for the area. She would also be happy to attend the APM or the village fete in order to show more people what will be happening. It would be good if Fusion could be asked along too, their representative in the area is Simon Griffiths. CS can always carry out individual visits if anyone has extreme concerns.

AH asks what the situation will be if the current financial problems of Carillian lead to their liquidation. CS explains that the other firms have agreed to help with finance to carry on the project if there is a problem. AH is sceptical that they would want to pay out as much as £2 billion, apparently the sum which could be involved.

## 11. ROAD REPAIRS

One large pothole in Water Stratford Road was reported to fix-my-street by ST. There is also a promise by MW to have the white lines repainted in the village, especially those around the school. The PC need to walk the village and identify all the worn areas of white lines so that they can all be submitted at once. By the February meeting everyone should make a report on areas they feel need to be painted. KG suggests that everyone could cover their newsletter route area. SC is to remind everyone.

## 12. PARISH CLERK HOURS DIARY

The Clerks hours were presented, they totalled 69 for the quarter, some ten hours more than the same quarter last year but this was largely due to new legislation and still within parameters.

## 13. PARISH PRECEPT REVIEW

A revenue and expenditure estimates sheet had been produced with explanations of the various headings. If running costs remained around the £3,500 mark and legal fees were only some £500 for next year, then the current precept would be ample, despite the effects of the proposed 1% pay rise and 3% inflation. However, the PC's share of the mower replacement costs and the probably much higher cost of legal fees regarding the bund and the new leases would mean that the current precept fell short. It was decided that there was sufficient elasticity in the S137 amount to mean that the precept could just be raised by the inflation amount. The precept is therefore to be set at £11,330 for 2018/19. Proposed MKB, seconded ST, carried unanimously. SC is to submit the precept request.

## 14. DATA PROTECTION CHANGES

All councillors need to carry out an audit of all information that they hold. In most cases this will be nothing apart from other councillor's details. SC is to definitely make sure what steps need to be taken to remove former councillors from information held, does this include redacting minutes etc? A policy will need to be set once model documents are received. The PC will need to have its own email address. All staff will need training, hopefully SC can obtain notes and circulate them. Data protection should always be considered when making decisions, this is already done as when the PC designed the local survey to be anonymous. The computer is secure from viruses and the password properly stored. There is a backup. Personal data is not shared unless it is placed on the web or notice boards. The PC will need to appoint a data protection officer, which it is thought cannot be the Clerk. An update explains that there will be external officers offering their services at the cost of some £150 a year. This is to be an agenda item in February.

## 15. WATER PRESSURE ISSUES

An email was received from Clive Birch, villager, explaining that the Brackley Fire Service recently carried out their review of water pressure at the hydrant at the top of Valley Rd and found the pressure to be extremely poor. SC has contacted Thames Water who explained that they only have to provide a 1bar pressure in the pipes and can only attend if an actual bill paying household has inadequate pressure. It is felt that the water supply in question may well be an Anglia responsibility. SC is to check with Brackley Fire Service and see if they know the owners of the pipe and also whether they submitted a report on the pressure problem. SC is also to reply to Clive Birch.

## 16. PLANNING APPLICATIONS

MW.0110/17 – Finmere Quarry – to modify or discharge Section 106 planning obligations – to modify or discharge provisions related to the restoration bond and waste catchment area of a number of Section 106 planning obligations – MKB explains that nowadays the bond system of ensuring restoration monies are available is no longer used, with planning conditions being implemented instead. MKB will talk to IC, the village needs to have the security of knowing that restoration will be carried out.

17/02393/F – 2 Kings Lodge, Banbury Road – single storey rear extension – this is the same development as that already carried out on a neighbouring property and there are no issues with it – the PC makes no objection

MW. 0108/17 – Finmere Quarry – request for scoping opinion for proposed extension to area approved for mineral extraction, extension to area proposed for non-hazardous landfill, secondary aggregate recycling operations and retention of the material recovery facility – these are topics for an environmental impact assessment, EIA. At this stage the PC cannot object but the full application will follow soon, MKB suspects that there are grounds for a requirement for an EIA. The village is to be warned of this in the next newsletter.

## 17. CORRESPONDENCE

### **Correspondence for meeting –**

SLCC Practitioners Conference – similar to the training already booked

Oxfordshire Association for the Blind – not able to donate as no proven village benefit

### **Emails printed –**

Mike Wasley OCC Highways – traffic visit notes/map – see Section 4 above, various items

Steve Trice – traffic visit notes – see Section 4 above, various items

Adrian Goosey – concerning bund stile and fence – see Section 4.11 above

OALC reply to expressway submission – see Section 4.21 above

Howard Jones concerning hedge cutting – see Section 4.24 above

Villager concerning water pressure – see Section 15 above

John Hollister – Aecom – apology for lack of quarry liaison meeting – see Section 7 above

Villager concerning verge cutting – SC received an email concerning the cutting of the grass verge by a resident who is no longer able to carry out the task – ST is to speak to John Donaldson (JD), grass cutting contractor, and see if he can add it to his current cut

AH heard from the residents of 7 Stable Close regarding their concerns over a leaning tree on the bund and their desire for it to be cut down. This is the tree that the PC asked a tree surgeon to take a look at last year. Robert Knott gave a verbal report to JB on March 7<sup>th</sup> and was happy that the tree was safe. This will need to be revisited shortly and any appropriate action taken. AH is to speak to the residents about this matter. This should be an agenda item in a few months.

**Emails forwarded –**

Transport representative’s meeting minutes – for information

Cold weather update – for information

Rural crime update – for information

Villager email about water pressure – see Section 15 above

Locality plans Oxon consultation on GP provision – for information

Councillor briefing – for information

Diversity survey link – for submissions

HS2 meeting dates – for information

Grant application forms – it was not possible for the PC to fulfil the criteria

Fix my street update on overhanging branches – see Section 4.24 above

HS2 notification of habitat construction – for information

London-Oxford Airport consultation – for submissions

Oxfordshire Matters December newsletter – for information

OALC December update – for information

Mere Road emergency road closure notice – for information

Funding link from IC – for information

Email and plan from MW – see Section 4 above, various items

Broadband coverage news – for information – SC is to ask about improvements

Oxfordshire Minerals and Waste Local Plan site allocations consultation – for information

Usual reports – for information

## 18. ANY OTHER BUSINESS

**Stable Close fencing** AH points out that the fencing around the Stable Close green space has not yet been replaced. Her partner Peter is happy to work on repairs in the better weather but the fence might need to be extended further as discussed previously. It is difficult to know what the price will be although again materials may be able to be recycled from the old play area. AH and JB are to liaise on this matter.

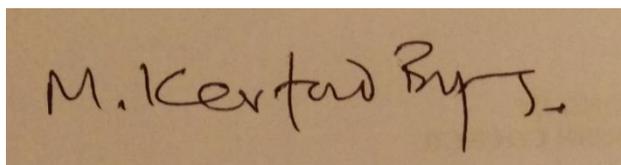
## 19. DATE OF NEXT MEETING

The date of the next meeting is February 6<sup>th</sup> 2018.

Meeting closed at 23.10.

## CORRESPONDENCE CIRCULATED

Clerks and Councils Direct January 2018



M. Kerford By J.