

FINMERE PARISH COUNCIL

Minutes of meeting held on 5th of January 2016 in Finmere Village Hall

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

In attendance:- Sharron Chalcraft (Parish Clerk and RFO) and one member of the public

1. Apologies:- Apologies were received from County Councillor Catherine Fulljames (CF) and Councillor Kevin Ochel (KO) MKB explains that CF's husband is in hospital. SC is to write to CF wishing him a speedy recovery

2. CO-OPTION OF PARISH COUNCILLOR

Having discussed this matter beforehand the PC invites Joanne Brookes (JB) to return to the Parish Council as a co-opted member, proposed MKB, seconded KG, carried unanimously. JB accepts and signs the declaration of acceptance of office.

3. MINUTES

The minutes of the meeting of 24th of November 2015 were approved with corrections.

4. COUNTY COUNCILLOR'S REPORT

This was postponed as the County Councillor was unable to attend.

5. QUARRY LIAISON MEETING REPORT

The report is presented by Barbara Cunningham (BC), village representative. The quarry liaison meeting was held on December 2nd. It should have been at the Opes offices but the haul road apparently collapsed and so it was held at the hall. Present were Ben Wragg (BW), Colin Hart (CH) and Richard Lucas (RL) for Opes, Bill Stewart-Jones (BSJ) and David Perriam (DP) for OCC, Louise Greenwood (LG) for EA and MKB and BC for the PC and the villagers.

The bleepers on machinery which the PC had complained about are on machinery used by contractors and nothing can be done about them by Opes. BW explains that the removal of over-tipped material is being dealt with by Guy Titman, Opes, not those present. Cell 7a is currently being tipped. The MRF is still being commissioned and is currently only functioning at 70% of expected capacity. It is a money pit at the moment with the resulting sample material being sent out for incineration or even cement making. Cells 10 and 11 have required the diversion of a bridleway. Bridleway 7 has been diverted while the diversion of

Bridleway 4 is ongoing due to the effects of HS2. Clay extraction to the south is being stockpiled for Cell 7b.

The removal of un-recycled waste from site is cheaper than placing it in the landfill. For every 5k in there are currently 6-7 loads going out. If the MRF is fully functional 460 tons per day will go through. Opes say they are not making money and claim they need longer operating hours to process all the waste through the MRF. They have applied for working hours of 7am to 1am. If these hours are permitted there will need to be 10 more employees to cover the night shift; there are currently 25 permanent workers and 10 temps at the site. ST points out that these extra hours will mean more noise pollution. He proposes that 1am should be opposed completely and 11pm should be put forward as an alternative if hours must be increased. It is felt that any increase should be tied to a tonnage limit so that if the MRF begins working at full capacity the working hours should revert, rather than the operation expand. JB asks if there is any noise measuring available. MKB is to request this in his submission, which will be circulated for approval of the PC before submission. Opes should pay for this noise measuring. The nearest home is Foxley; in the past this property did have a condition of ownership which forbade complaint about the quarry site.

In the future there may be an extension to the north, and Opes hope for an extension in the storage area for recycled material to the west of the MRF. Opes have not purchased the skip business. Capping is complete. Leachate management is to be reviewed; 5-10 tankers per week are removed at the moment. Cells 4, 5 and 8 have been capped and grassed.

Complaints – in September there were groundwater breaches and in October an incomplete weigh bridge ticket. The EA have had no complaints and had inspected on the day of the meeting. The site is currently at the top of Band C and will probably finish the year at the bottom of Band D. The OCC have a written report, the haul road needs to be repaired and finished before reaching Cell 7b. This work will probably need to wait for spring. The PC are pleased that the mound has been capped and at least partially grassed at last.

The next meeting is to be on March 7th at 1pm and should take place at the Opes offices.

6. MATTERS ARISING

- 6.01 **Obtaining a defibrillator** This is now on the system. KG has obtained the date on the pads, 05/17. New pads can be ordered at a discount from Dick Tracey (SWAS) when required.
- 6.02 **Village Notice Boards** ST gives SC the key. There now needs to be a working party to remove the old board from the village hall car park and to replace the rail in the fence. This is to be the same party as for the VAS signs. c/f
- 6.03 **VAS Signs** MKB has found the guide book on calibrating the sign. The battery seems to work for about three weeks at a time. The date of the working party will be set in the next week. c/f
- 6.04 **List of assets (the pond)** c/f
- 6.05 **Traffic speed in Mere Road** Still no progress on this matter. SC is to chase it up. c/f

- 6.06 **Additional Parish Councillor** The PC is now at full strength.
- 6.07 **Paving slabs on Chinalls Close PC land/H&S Compliance** ST is to remind Phillip Rushforth, resident, about this. c/f
- 6.08 **Drain Covers** ST emailed SC to say that the manhole cover was now to be repaired. The repair has now been carried out, but not very well. The replacement metal surround is proud of the concrete and is still a trip hazard; ST is to chase this up. SC has requested a map as there is no charge for PC's. This will only cover the Cross Tree area of the village. c/f
- 6.09 **Public Protection and Development letter** c/f
- 6.10 **Carol Service** This went well. MKB has noticed that a small strip of lights is not working. c/f
- 6.11 **External Audit** SC is still to finalise a date with Phil Hood, Arrow Accounting. c/f
- 6.12 **Opes application to waive conditions on MW0139/15** This has been considered by CDC and they have decided to raise no objections, see below in Section 16. MKB is to finalise his submission to OCC, CF has emailed to say that the Planning Committee will consider it on Monday January 11th at 2pm at County Hall. CF has also forwarded an email detailing the Opes stance on longer hours and extra shifts. MKB is to include objections on the grounds of noise pollution. He is to ask for measurement and monitoring of noise, at least four full checks per year, no vehicle movements during the extended hours beyond staff movements, operating hours to be extended to 11pm rather than 1am, no extension of the outside storage area due to risk of fire and vermin and that the whole extended hours permission is rescinded once the MRF reaches the originally projected level of throughput. His response is to be circulated to all councillors prior to submission.
- 6.13 **Invoice for notice board** This has been paid.
- 6.14 **Automatic pension enrolment** SC has heard back that we have a six week period from April 2017 to sort this out. She has emailed requesting a paper copy of the required documents. c/f
- 6.15 **Local Heritage Assets Register** SC has circulated the list and form. This is to be on the agenda in the future. c/f
- 6.16 **Letter from Little Tingewick resident about Mere Lane** The solicitor has heard back from his search provider but wishes to consult with his client before giving us the information. It looks possible that the search was in error. c/f
- 6.17 **Invite to new Vicar** SC still has no news of the new Vicar but has requested notification from the PCC office. KG confirms that the new Vicar is called Alice and will hopefully be living in the village. c/f
- 6.18 **Playing Field Spinney** MKB is still to confirm the new procedures by which the land can be sold. ST suggests that the PC should approach the Mixbury Trust and confirm that the PC is interested in purchasing the spinney and suggest that the PC keeps an eye on the situation from now on regarding the boundaries in the spinney.

The state of the spinney was discussed, with rubbish now accumulating. MKB is to talk to Hugh Smith and see if the PC can feed back information as to the state of the spinney. c/f

6.19 **North West Bicester supplementary planning document** This was forwarded.

6.20 **Newsletter** This was produced and distributed with some subjects carried forward.

7. FINANCIAL REPORT

The quarterly financial report was presented.

It was reported that there was £2,843.44 in the Treasurer Account and £5,299.37 in the Business Money Manager Account.

The following had been paid out (some payments were previously detailed at the November meeting):

£925.00 to John Donaldson (running costs – grass cutting)

£854.25 to Sharron Chalcraft (general admin – for Clerk and RFO duties, internet costs)

£13.08 to e.on (running costs – electricity)

£120.00 to BDO Stoy Hayward (general administration – external audit)

£100.00 to Blakes Electrical Services (running costs – defibrillator installation)

£48.00 to CJM Fencing (running costs – notice board base fitting)

An invoice has been received from ST in the sum of £24.53 for the new keys for the notice board. SC is to pay by bacs – proposed MKB, seconded KG, carried unanimously.

A reminder has been received from ICO for data protection registration in the sum of £35. This is to be paid by cheque – proposed MKB, seconded MK, carried unanimously.

8. S19/S137

No requests have been received.

9. URGENT BUSINESS

No urgent business has been carried out.

10. LANDFILL SITE UPDATE

This was covered in the quarry liaison report above.

11. PLAYING FIELD PROGRESS AND CONDITION

No further progress has been made yet. The signs are still not in place, SC has contacted the Dog Warden's office but he is away and his replacement is dealing largely with emergencies only. SC has obtained a copy of the leaflet posted around their village by Syresham PC. This could be adapted for use by Finmere. MK has walked the field this month and is happy with its condition except for the tree near the play area which has been losing branches. Another has fallen and the tree appears to be completely rotten. JB is to get a tree surgeon to take a look at it and the PC can proceed as he advises, felling may well be necessary.

12. NEW RESIDENTS NOTIFICATIONS

KG has now delivered a welcome letter to the new residents of the Old Post Office. There are no other new residents at present.

13. PARISH CLERK HOURS DIARY

The total for the quarter is 64 hours. The predicted hours for the year are looking to be about right.

14. ROAD REPAIRS

On the Pines side of Valley Road, from Titch's Cottage to Pines Close there is a sinking surface, this is a former repair which is now subsiding. Drain covers are now proud of the road.

There is a pothole just below JB's farm, just a few metres N of where the footpath joins the road, on the left as you go towards Water Stratford.

There is a pothole outside Algarth at the side of the road, the A421.

SC is to place these on Fixmystreet.

15. PARISH PRECEPT REVIEW

Notification has been received from CDC. They need the precept request returned by January 22nd. The tax base has risen from 214.2 in 2015/16 to 218.2 in 2016/17. There will be no extra payment this year as the tax base has risen.

SC circulates Revenue Estimates and Factors Affecting PC Finances sheets. There is an error in one column which MKB points out and SC corrects. This does not affect the outcome of the estimates for next year.

Last year the PC had to change its original submission of £7,500 for precept following the withdrawal of the proposed extra payment at a very late stage. This new submission was not registered by CDC at their meeting and therefore they had to make an extra payment to bring

the amount paid to the correct total. Therefore the precept would need to go up anyway this year, to the correct total which was supposed to be registered last year of £7,850.

The PC will not receive an extra payment of £350 in the coming year and the strongest indication has been given that OCC will withdraw the remainder of the grass cutting grant, £750.00.

The reserves are slightly below the current level of the precept; a full year in reserve is strongly preferred by the auditors. In order to keep the reserves at even this lower level the PC has only spent £160.00 of S137 so far this year.

In order to keep the full S137 available for next year the PC would need to put the precept up to some 9.5k. This would be a large increase to follow last year's similarly large increase. If the precept remains the same at 7.5k then only some £140 would be left available for uncommitted S137 or to act as a buffer for unexpected expenditure. SC points out that this small sum could be problematic and could result in the PC needing to dip into the already below recommended levels reserve.

It is not generally felt that the PC can justify another huge increase in precept, even though the actual increase in amount charged to any household in the village would be negligible. JB suggests a middle ground of simply raising the precept by the amount of the lost revenue, giving a precept of £8,600. It is decided to proceed with this figure – proposed MKB, seconded ST, carried by a majority. AH wishes it noted that she dissented, feeling that the full S137 amount should be available.

SC is to submit the precept form to CDC.

16. PLANNING APPLICATIONS

15/02059/OCC – Finmere landfill – removal of conditions 1, 7, 17 and 26 of 15/00245/OCC – no objections raised to the proposal by CDC

15/02184/F – land to the south east of The Chippings, Fulwell Road – variation of condition 2 of 14/00815/F – remove existing drawing 5160.05 and replace with the altered drawing 5160.05a – the PC has no objections

17. CORRESPONDENCE

Correspondence for meeting –

ICO registration reminder – see Financial Report above

Lord Lieutenant's letter about the Queens 90th birthday celebrations – this is to be an agenda item in February

HS2 consultation on equality impact statement – taken by MKB to hold with other HS2 papers

Emails printed –

Emails from CF about Opes planning app – see Matters Arising above

Email about audit changes – an email from NALC about proposed changes to the external audit – smaller parishes are not to require an external audit from 2017/18 onwards. They will however be required to appoint an external auditor to deal with any matters raised by the public. NALC, SLCC and others are establishing a body to appoint external auditors who will be checked by this body. The cost to the PC is likely to be some £100. It is felt that it is best to pay this and be assured of a checked and knowledgeable auditor. Proposed ST, seconded MK, carried unanimously. While looking at links provided in this email SC came across a Transparency Code, something which Finmere PC has not formally adopted. SC is to research this and it is to be an agenda item in February.

Email from ST about drain cover – see Matters Arising above

Email from OPFA about membership alignment – membership renewal will be requested later

Email about Spring Clean 2016 – the Spring Clean is to be held early this year, from Feb into March – it is decided to choose the 27th of February as this suits most councillors and they can be present – SC is to fill in and return the form, delivery to MKB of the materials will be on Friday Feb 26th and collection on Monday Feb 29th – information is enclosed about ‘Clean for the Queen’ a campaign to prepare for the birthday celebrations – the newsletter for the spring clean will mention this campaign

Email about precept – see Parish Precept Review above

Emails forwarded –

NW Bicester supplementary planning document – comments to be made online

Local Heritage Asset Register forms – see Matters Arising above

Historic Buildings List – see Matters Arising above

Usual reports

18. ANY OTHER BUSINESS

No other business was raised.

19. DATE OF NEXT MEETING

The date of the next meeting is Tuesday 2nd of February 2016. Meeting closed at 10.45 p.m.

CORRESPONDENCE CIRCULATED - No correspondence was circulated this month.