

FINMERE PARISH COUNCIL

Minutes of meeting held on 24th of November 2015 in Finmere Village Hall

Present:- Councillors, Mike Kerford-Byrnes (MKB) (Chairman), Katherine Grimston (KG) (Vice Chairman), Kevin Ochel (KO), Steve Trice (ST) and Amanda Hodgkins (AH)

In attendance:- Sharron Chalcraft (Parish Clerk and RFO) and two members of the public

1. Apologies:- Apologies were received from Councillor Mike Kirby (MK)

2. MINUTES

The minutes of the meeting of 27th of October 2015 were approved with corrections.

3. COUNTY COUNCILLOR'S REPORT

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

At this point the addition of showers to the sports pavilion was discussed as Jon How, Finmere Football Club, had asked to present information to the meeting and needed to leave early. See AOB below.

4. MATTERS ARISING

- 4.01 **Obtaining a defibrillator** There has been no news of the commissioning of the defibrillator, SC is to chase up. SC has checked with Aon insurance and there is no need to make a separate listing. c/f
- 4.02 **Village Notice Boards** The board is now ready for use. SC is to collect a key so that she can use it from now on. The old notice board needs to be removed as it is unsightly. c/f
- 4.03 **VAS Signs** The sign is now up, it still needs to be calibrated for distance and speed. Another sign could now be placed at the Cross Tree site. A working party is to be decided on at the next meeting. c/f
- 4.04 **List of assets (the pond)** c/f
- 4.05 **Traffic speed in Mere Road** The lines have not been repainted thus far. c/f
- 4.06 **Additional Parish Councillor** c/f
- 4.07 **Paving slabs on Chinalls Close PC land/H&S Compliance** c/f

- 4.08 **Drain Covers** ST explains that he called Katie Walther, OCC Highways (KW) on November 6th, using the general email address as she requested., he spoke to her colleague and let off steam about the delays in dealing with this issue. He finally got through to her and she explained that she had contacted Highways Records who have not yet responded. She has emailed them again and is expecting to let ST know by text tonight. So far he has heard nothing. c/f
- 4.09 **Public Protection and Development letter** c/f
- 4.10 **Carol Service** Mrs Woodbridge's mother Joan is happy to turn on the lights.
- 4.11 **External Audit** SC is still to liaise with Phil Hood, Arrow Accounting, as to dates for the internal audit next year which fit in with the external audit date; she is to send in written information to the auditor over the Christmas period and will sort out a date then. c/f
- 4.12 **Invoice for Defibrillator fitting** This has been paid.
- 4.13 **Engagement letter for Internal Auditor** This has been sent.
- 4.14 **County Council Budget Proposals** MKB was unable to attend the meeting.
- 4.15 **Oxbel letter** SC has replied to this letter.
- 4.16 **Parish Liaison meeting** MKB attended, the local plan and village assets were subjects discussed.

5. FINANCIAL REPORT

The monthly financial report was presented.

It was reported that there was £4,115.94 in the Treasurer Account and £5,298.45 in the Business Money Manager Account.

The following had been paid out:

£370.00 to John Donaldson (running costs – grass cutting)
£284.75 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)

An invoice has been received from CJM Fencing for work on the notice board in the village hall car park in the sum of £48.00. This is to be paid by bacs, proposed MKB, seconded KG, carried unanimously.

6. S19/S137

No requests have been received.

7. URGENT BUSINESS

No urgent business has been carried out.

8. LANDFILL SITE UPDATE

The mound has now gone green! It has been seeded. More will be learned at the next quarry liaison meeting to be held on December 2nd.

9. PLAYING FIELD PROGRESS AND CONDITION

No further progress has been made yet. The signs are still not in place and SC is to chase up this matter with the Dog Warden. MKB has walked the field and reports that all is satisfactory.

10. NEW RESIDENTS NOTIFICATIONS

KG has called several times on the Old Post Office; she will make sure they have a welcome letter.

11. AUTOMATIC ENROLMENT – PENSIONS

MKB, through information he has received as a District Councillor, has made SC aware of a new regulation regarding the automatic enrolment of employees in pension schemes. SC does not have to be automatically enrolled as her earnings are below the threshold. However it is important that she is made aware of possible pension provision and that the authority are notified that this information has been given and minuted. Unfortunately SC has been unable to obtain the official printed information and will be unable to inform the correct authority as she is unable to access the online information without a PAYE employer reference. The PC is exempt from registering for PAYE due to SC filling in a P46 form and therefore has no reference. SC has emailed for clarification of the situation. c/f

12. PLANNING APPLICATIONS

At this point MKB declares an interest as the first two planning applications are his.

15/01635/F – Hill Leys, Banbury Road – Erection of replacement stable/farm building – permission subject to conditions

15/01681/F – Hill Leys, Banbury Road – Erection of replacement loose boxes – permission subject to conditions

Application by Opes MRF – for planning permission for the Section 73 application for planning permission to continue development without complying with Conditions 1, 7, 17 and 26 (to allow the storage of Refuse Derived Fuel and Solid Recovered Fuel outside the

storage bay at the consented MRF, to amend the operational hours of the MRF and to extend the acoustic barriers) of planning permission reference 15/00245/OCC – the MRF has still only reached 32 tons per hour rather than the 46 tons promised. In order to maximise production the belt speed will need to be synchronised and the waste supply standardised. This running in process has now been delayed from February. The commissioning process does produce waste which is stored outside on a plinth. The application is for a larger storage area. Some test loads have gone out. Does this mean people are already being employed to work with the MRF? The extended hours could prove a problem. The acoustic barriers being extended would probably not be an issue. It is felt that there should be no relaxation in opposition until Opes take ownership of the MRF. There will need to be a certificate of acceptance. MKB is to contact David Perriam, OCC, at the quarry liaison meeting before the deadline and is to circulate any reply he composes.

13. CORRESPONDENCE

Correspondence for meeting –

CJM Fencing invoice for work on notice board – see Section 5 above

Development Management Workshop notification – nobody is able to attend

Local Heritage Assets Register – the PC submitted a list of historically significant buildings and features for inclusion on a register some time ago. SC is to circulate the list with a copy of the new form and this is to be discussed at a future meeting.

Letter from Little Tingewick resident about Mere Lane – following SC's circulation of a letter to residents of Mere Lane and the Clerk of Tingewick PC forwarding this to the residents on the Buckinghamshire side SC has received a letter from a resident. Confirming the problems with the surface of the lane the gentleman explains that he has with his deeds a solicitor's letter confirming that the local authority search showed the council to be responsible for Mere Lane, a copy of the letter being enclosed. SC has contacted the solicitor and asked for the evidence that the search revealed. The solicitor's assistant did warn that it is possible the results of the search were in error.

Emails printed –

Email to solicitor about Mere Lane search – see correspondence for meeting above

County Council Planning news – no action

Subsidised buses and dial a ride cabinet decision – OCC has decided to cut all bus subsidies for 118 routes/part routes within Oxfordshire. MKB says there may well need to be a PC effort to get things going in the village or between villages. Volunteer driver schemes are springing up, Steeple Aston has recently established one but they do have 900 residents. SC is to invite the new vicar to the PC meeting in February as a joint effort would be more successful.

Email from resident about the playing field – the resident expresses concern over the location of fences in and around the spinney. The PC has now received a new map of the established

boundaries. The resident asks whether these have been walked by the PC. They have not as the boundary is not a PC boundary. The boundary between the PC owned and the Mixbury Trust owned land is marked by posts and is checked. ST points out that the PC hope to gain ownership of the spinney in the future, this should be the sooner the better, is there any news? MKB explains that the provisions for a Section 36 have now changed. The charity used to set a price for something like land, agreed with the Charity Commission, and then ask for that sum. Now they ask for offers and then decide on the acceptability of an offer. MKB is to check on the exact new procedures. Meanwhile the spinney is certainly an asset of community value and could possibly be protected as such. TPO's (tree preservation orders) could also be put on the spinney trees. Mr Bruin, CDC, is the person to approach about TPO's. Mixbury Trust should be liaised with on this matter.

North West Bicester supplementary planning document – SC is to forward this information so that councillors can comment if they wish.

Emails forwarded –

Oxfordshire Together Launch event notes – for reference

County Council Planning news – for information

Talking Oxfordshire meeting amended agenda – nobody able to attend

Community First Oxfordshire Annual Report – the new name for ORCC

Usual reports

14. ANY OTHER BUSINESS

Sports Pavilion Jon How of Finmere Football Club explains that in order to progress up the leagues the club needs to have shower facilities. They have begun looking into the provision of showers at the pavilion. The plan is to install these in two small extensions at the rear of the building which would be roughly identical to the already existing toilet extension. They have contacted the Village Hall and Playing Field Committee who have advised that they should inform the PC of their plans. The PC has no objection to the plans provided they meet with planning regulations and the VHPFC is consulted. Proposed MKB, seconded KG, carried unanimously. Advice on how to obtain grants is given to Mr How and the PC wish the Football Club every success.

Fence in disrepair AH has been approached by a villager regarding the state of the fence surrounding the field between Chinalls Close and the Old Banbury Road. This belongs to Mr Boyd who is difficult to contact, OCC are still trying to contact him about the state of the stiles in the fence.

Newsletter With the carol service being on Friday week the PC need to put out a newsletter. This can be produced quickly and distributed at the weekend. Other subjects to be included are: the defibrillator, the bus service subsidy cuts, the speed sign and dog mess.

15. DATE OF NEXT MEETING

The date of the next meeting is Tuesday 5th of January 2016.

The meeting closed at 10.00 p.m.

CORRESPONDENCE CIRCULATED

Broxap leaflet

Clerks and Councils Direct November 2015