

Croughton Parish Council



Minutes of Croughton Parish Council Meeting Held on Monday 11th August 2014 at 7.30 p.m. in Croughton Village Hall

Present

Councillor Brian Tomlin - Chairman
Councillor Margaret Bennett
Councillor Rodney Cash
Councillor Fran Bodley-Scott
Councillor Jean Coles
Councillor Penny Forbes
Councillor Pamela Gelder

Absent: Cllrs T Davies, R Robbins

In Attendance: Mrs Ann Le Druillenec (Clerk)

1 To Receive Apologies and Approve the Reasons for Absence:

Cllr Davies: Prior Family Commitment
Cllr Robbins: Holiday

RESOLVED: It was proposed by Cllr Bodley-Scott and seconded by Cllr Coles to Approve the Reasons for Absence submitted by Cllrs Davies and Robbins.

2 To Receive Requests for Dispensations:

None.

3 To invite Declarations of Interest:

None.

4 Public Participation: Members of the Public may speak to Agenda items:

None.

5 To Approve the Minutes of the Parish Council Meeting held 14th July 2014: (previously distributed)

RESOLVED: It was proposed by Cllr Gelder and seconded by Cllr Bodley-Scott to Approve the Minutes of the Parish Council Meeting held 14th July 2014.

6 Matters Arising from item 5 not on the Agenda: For Information:

6.1 Clerk's Report: (previously distributed)

Minute No. 6.1:

Allotment Plot 6B: The tenancy has been taken up. There are no spare plots although one on the south side is expected to become available from 1st October.

Mowing Programme ROW: The ROW Officer, Northamptonshire Highways has advised that the cost for mowing is on a county wide contract and a path by path cost is not available.

Agreed: To follow up the issue in respect of maintenance of AF11 (section alongside the tennis court by the village hall).

Action: the Clerk

Minute No. 11: Little Brook Ward Meeting 21st July 2014:

Cllr Sawbridge thanked the Officers from OCC for attending the Meeting and has requested that Parish Clerks in Northamptonshire villages are made aware of any consultation meetings that are planned to take place in Banbury and Bicester to advise on possible developments so that representatives can attend. Cllr Sawbridge has made the Director of Environment, Development and Transport in Northampton aware of the issues with a view to him contacting Lisa Michelson in order to arrange for a meeting between the representative officers of the two counties.

The response from the Officers of OCC was that they had found the Ward meeting helpful and constructive. OCC is keen to include their neighbours in discussions about the future of that 'part of the world' and in particular to ensure that conversations about Banbury reflect its wider (than just Oxfordshire) span of influence and 'catchment'.

Future stages of the OCC consultation on its Local Transport Plan will have further details about proposals for particular strategic areas (such as Bicester and Banbury).

Cherwell District Council is expected to begin consultation on its modified Local Plan roughly on the 18th August (depending on feedback from the planning inspector). The consultation for the Banbury Masterplan will go public this autumn (possibly in October).

2. Other:

i) Croughton PF&VH: Has been awarded £507 by Cllr Sawbridge from the NCC Empowering Councillors Scheme for maintenance to the play equipment. The CPF&VH Committee is looking at the SNC Community Grants Scheme and New Homes Bonus for additional funds. If an application for the NHB were made the support of the CPC would be sought.

ii) Lighting Faults:

Lamp No 45, Mill Lane: Fault reported 30th July 2014. Is now in working order.

Lamp No 52, Wheelers Rise: Fault reported 4th August 2014

iii) Panelkraft: Complaint from resident in respect of extractor noise and alleging breach of planning regulations. The resident has been advised to contact the Enforcement Officer at SNC.

iv) Newsletter: The Police and Crime Commissioner has offered to provide news articles. The Editor in consultation with the Clerk has invited quarterly contributions of 150 - 200 words dependent upon available space.

v) Park End Parking Restrictions: Traffic Regulation Order: Effective from 8th August 2014. It was **Noted** that no road markings had yet been applied.

vi) Annual Return YE 31st March 2014: Conclusion of Audit 27th July 2014. No issues arising. No report.

Action: the Clerk (Display Notice for Statutory 14 day period re. Conclusion of Audit; Place on Agenda of next Ordinary Meeting of the Parish Council to be held 8th September 2014)

vii) SNH: Consultation on the allocation of SNH properties: (previously distributed)

Agreed: That Members provide personal responses via link to online survey.

vii) NCC Blue Badge and Bus Pass application and renewal: Online application and renewal service introduced. (information previously distributed) **Noted.**

viii) NCC Pharmaceutical Needs Assessment Survey: (information previously distributed) **Noted.**

7 Finance Matters:

7.1 Receipts & payments and balance of bank accounts:

Community Account: £1,113.31 (04.08.14)

Business Direct Access Account: £18,022.29 (04.08.14)

7.2 To Ratify and Approve the Payments:

Cheque No.	Payee	Description	Total	vat	Note
102529	R Freeman	Inv. 02 Allotment Plot 6B	£10.00		To Ratify
102532	A H Contracts	Inv.7476 dog waste bin emptying	£24.00	£4.00	
102533	Texprep	Inv. 20838 newsletter	£66.30		
102534	M Dempsey	Inv. 1055 Grasscutting	£880.00		
102535	NAYC	Affiliation Fees 2014-15	£37.00		
102536	A Le Druillenec	Salary Month 5	£313.39		
102537	HMRC	Tax Month 5	£78.20		
102538	A Le Druillenec	Reimbursement: Norton Anti Virus £19.99 Notebook £0.65 LCN Domain renewal (2 yrs) £6.48	£27.12	£1.08	

RESOLVED: It was proposed by Cllr Bennett and seconded by Cllr Gelder to Ratify and Approve the Payments.

7.3 To note Receipts:

Date	Payer	Description	Amount
July 2014	Tenant	Allotment Rent	£8.00
07.07.14	Y Tapping	Advert July 2014	£8.00
07.07.14	WesternPowerDistribution	Wayleave P004870 44	£4.60
10.07.14	Memorials of Distinction	Headstone Plot 581	£30.00

Noted.

7.4 Northants CALC: Proposed subscription fee from April 2015: To consider a response to the proposal: (information previously distributed)

Proposed increase: 71%: From £185.92 (2014/15) to £318.43 (2015/16)

Cllr Cash spoke to this item.

Membership fees over the previous 4 years had doubled.

Percentage figures quoted in the booklet 'Member Benefits and Services' were not set against actual figures and were also not fully explained. Copies of the income and expenditure accounts would be required in order to understand the actual amounts being referred to. The amount of external grant funding was not known.

Cllr Bennett suggested that Northants CALC might consider introducing a two tier membership, to include a Basic Membership.

Agreed: To challenge the proposed increase in membership fees.

RESOLVED: It was proposed by Cllr Tomlin and seconded by Cllr Coles to authorise Cllr Cash to take the matter up with Northants CALC.

8 **Planning:**8.1 **Applications:**

8.1.1 No. S/2014/0971/FUL

Proposal: Proposed single extension to detached hobby room

Location: 30 High Street, Croughton

RESOLVED: It was proposed by Cllr Bodley-Scott and seconded by Cllr Coles to make NO OBJECTIONS.

8.1.2 No. S/2014/1123/FUL

Proposal: Single storey front extension

Location: Portway Lodge, Park End, Croughton

RESOLVED: It was proposed by Cllr Bodley-Scott and seconded by Cllr Gelder to offer NO COMMENTS.

8.1.3 No. S/2014/1165/FUL

Proposal: Proposed new workshop for use by Horwell Autos for MOT testing of cars, vans and Class 7 vehicles

Location: Horwell Auto Services Ltd, Unit 1, Home Farm, Wheelers Rise, Croughton

RESOLVED: It was proposed by Cllr Gelder and seconded by Cllr Coles to make NO OBJECTIONS.

8.2 Notices of Decision:

None.

9 Training:

9.1 To consider training needs:

None.

10 Action Plan 2014/2015:

10.1 Councillor reports:

10.1.1 Cllr Tomlin: Community Enhancement Gang work: 5th August 2014.

i) Mill Lane sign: To be replaced.

ii) Seats: The Gang had not been able to complete the treatment of the 6 benches but would return to complete the work w/c 18th August 2014.

10.2 Councillor Actions:

10.2.1 Provision of Defibrillator: Update:

i) The cabinet had been delivered.

ii) Rota to be compiled.

Action: Cllr Gelder

iii) Launch to be organised

Action: Cllr Gelder

iv) Quotation for installation: £82.85 + £16.57 vat

RESOLVED: It was proposed by Cllr Gelder and seconded by Cllr Coles to Accept the quotation from North Oxon Electrical dated 10th August 2014, Ref. RG/CRO/RR1 in the sum of £99.42. (In accordance with Financial Regulation 4.1)

Action: Cllr Tomlin

10.2.2 Health and Safety Risk Assessments: Update: (Inspection feedback previously distributed)

i) Public Sites:

Location	Hazard	Action Taken/Date/By
1. Allotments 1.1 Plot 1 1.2 Plot 15 1.3 Plot 16 1.4 Plots 21&22	Pig Sty-collapsed walls Uncovered water dip tank Open,unenclosed shallow pond Uncovered water butts	In progress (2013 action)
4. Mill Lane Ford 4.1 Road surface	Drop in road levels	St Dr 704735 Works order 07Aug14
5. Pavements: Various locations 5.2 Track to Allotments No. 40 High Street 5.3 os No. 18 Wheelers Rise No. 5A Wheelers Rise 5.5 No. 42 Portway Drive	Dip Bollard Crumbling steps Crumbling pavement surface Sunken watermeter/stopcock	Reported to Street Doctor. Works orders to be raised within 2-4 months with the exception of: FAO Highways on next visit Reinstated 04Jul14 Acquire price for slabs (2013 action) St Dr 702130 No intervention St Dr 702140Thames Water

Location	Hazard	Action Taken/Date/By
5.6 No. 22 Portway Crescent Nos.4,20,22 Portway Crescent	Loose kerbstone Holes in road	St Dr 702144 Defect unlocated St Dr 702146 No intervention
6. Seats All except seat at Park End	Clean, sand and treat	Visit 1: 05Aug14 MGWSP CEG Visit 2: w/c 18Aug14

ii) Lighting:

Concerns	Lamps	Action Agreed
Numbering	Nos. 7, 9, 10,13, 23, 27	Re-number subject to price (Clerk)
Vegetation	Nos. 7, 11, 22, 42	Cut back to reveal light No. 22 (Cllr Tomlin)
Doors	No. 34	Re-fix with jubilee clip (Cllr Tomlin)
Cleaning	Nos. 15 and 18	Enquire re. schedule (Clerk)

iii) Overgrown Hedges fronting highway:

Agreed: To place an article in the newsletter**Action:** the Chairman and Clerk; Cllr Coles to approach owners of No. 1 Wheelers Rise

10.3 Community Engagement:

10.3.1 Affordable Housing: Outstanding issues: Cllr Tomlin reported.

i) Landscaping: Scheduled for September 2014

ii) Drain: Ongoing. Excavation had not gone deep enough. The cover had been reset and the surround patched.

iii) Light: No response from E.ON.

10.3.2 Community Engagement: Update: No further progress.

10.4 Policies, Plans and Procedures:

10.4.1 Newsletter: To identify potential sponsorship:

Agreed: To publicise in the Newsletter and contact previous co-sponsors.**Action:** the Clerk

10.4.2 Cemetery: To draft a regulation in respect of tradenames on memorials:

RESOLVED: It was proposed by Cllr Bodley-Scott and seconded by Cllr Cash not to permit tradenames of any size or description on memorials.

11 Correspondence:

11.1 SNC: Housing Needs Surveys: To Note the new arrangements being introduced:
(information previously distributed)

Parish by parish surveys will no longer be carried out.

The entire district will be surveyed in one go every few years.

The survey will be online.

Further information will be issued in September 2014.

11.2 NCC: Superfast Broadband: To Note Gigaclear plans for Fibre-To-The-Premise (FTTP) technology: (information previously distributed)

Croughton is one of several villages, including Aynho, targeted by Gigaclear's FTTP investment plans. There are no plans for Croughton or Aynho through NCC's current subsidised programme with BT, nor with any other supplier.

Gigaclear requires a 30% take up commitment from each community in order to proceed.

Agreed: To arrange a meeting with Gigaclear**Action:** Cllr Tomlin

12 Any Other Business: For Information and at the discretion of the Chairman

None.

13 To receive items for the next Parish Council Meeting: - Monday 8th September 2014:

None.

The Meeting ended at 8.30 p.m.

Signed: _____ Date: 8th September 2014
Chairman