

**Minutes of Meeting of Warborough Parish Council
Held on Wednesday 6th June 2018 in The Greet Memorial Hall**

Present Cllr Paul Duncan – Chairman – (PD)
Cllr Michael Herbert (MH)
Cllr Pat Elder (PE)
Cllr Jonnie Bradshaw (JB)
Cllr Eliza Jones (EJ)
Joey Colchester-Hall (Clerk)
Lynda Raynor (Clerk)

Public – 11 members of the public

2018/093 **Apologies** – Cllr Kerry Burbedge (Work) Cllr W Pattison (Away)

2018/094 **Declarations of interest (existence and nature) with regards to items on the agenda.** – None

2018/095 **To confirm the minutes of the meeting held on 18th April 2018**

Minutes had previously been circulated to all Councillors prior to approval at meeting. Cllrs approved signing the minutes as a true record.

Standing orders suspended

2018/096 **Representation from the Public for items not on the Agenda**

N. Maytum suggested a review of the village communications run by L. Eaton. PD explained that the Communications system is a private system and not run by the Parish Council. The Parish Council use this to pass information & to display the agenda for their meetings.

Standing Orders Reinstated

As Cllr Lorraine Lindsay-Gale had not arrived the next item was held over until later in the meeting.

2018/097 **County Councillor's Report**

PD proposed that the County Councillor's report is displayed on the website. JB explained that the new website has taken this into consideration and will be able to publish the report on there when it is ready to use.

Bill Oscroft reported that the footpath on Wallingford Road from the roundabout to Court Drive was very overgrown. PD advised that OCC is responsible for keeping the footpath clear of vegetation but the land owner is responsible for keeping the hedge cut back. PD to speak to L. Lindsay-Gale, OCC to get the landowner to carry out maintenance on the hedge after the bird nesting season.

2018/098 **District Councillor's Report**

PD proposed that the District Councillor's is displayed on the website. JB explained that the new website has taken this into consideration and will be able to publish the report on there when it is ready to use.

2018/099 **Neighbourhood Plan** – Laurie Kosobucki reported that there is currently no timeframe for publication of the Examiner's report. The Parish Council will receive the examiner's report from South Oxfordshire District Council when it is published.

2018/100 **Car Boot Sales**

PD thanked K. Webb, on behalf of the Parish Council, for his work on the Car Boot Sales and also thanked the team for running the Warborough & Shillingford Community Fund. EJ said the school would be affected by the loss of income from the Community fund and proposed that we contact the school to see if they would be able to take over running the sales to discuss possible changes to times & operation of the sales. EJ proposed she speak with the school. PD seconded with majority approval.

2018/101 **Correspondence**

WASPS – T. Bradshaw's email to be distributed to councillors and to be placed on next months agenda.

OALC CIL Survey – PE to complete survey. PD approved.

OALC AGM – PE to attend AGM on 2nd July 2018.

2018/102 **R.F.O. Report –**

Cheques for the month were signed off, details below.

Arrangements for collection for fees from Regular Users of The Greet Hall was discussed. JB proposed payments made quarterly by a selected date via direct transfer. RFO to send out initial email request to regular users and if payment is not forthcoming promptly then the RFO will send email to JB/MH for follow up. All agreed.

Payments	Payments	Payments	Payments	Payments
Supplier	Description of Goods	Value	Chq No	Code
Slade Legal	Greet Hall Registration	150.00	Online	4800
Gigaclear	Greet Hall Wifi	41.30	D/D	4320
EDF Energy	Greet Hall Electricity	390.36	D/D	5030
Opus Energy	Pavilion Electricity	14.29	D/D	6055
HMRC	Tax on Salaries	****	Online	4120
Berinsfield Comm Bus	Grass Cutting	938.70	983	6005

Higgs Group	NHP Printing	57.55	984	6115
	NHP Stationery	11.97		6120
	Stationery	6.98		4320
Hallidays UK Ltd	Greet Hall Maintenance	480.00	985	5060
JKE Web Design	Web Design	187.50	986	4395
Castle Water	Greet Hall Water	15.24	987	5020
J Bradshaw	Key Lock Pavilion	17.35	988	6053
	Key Lock Greet Hall	17.35		5060
Joey Hall	Clerk Salary	****	989	4110
Lynda Raynor	Clerk Salary	****	990	4110
	Clerks Expenses	18.30		4320
Wheeler	Greet Hall Maintenance	380.40	991	5050
	Pavilion Maintenance	214.80		6035
	AED Installation	208.80		4520
R E S	Fire Extinguisher Tests	128.28	992	5040
Room Service	Greet Hall Cleaning	120.00	993	5070

Receipts

From	Description	Value	Method	Code
Lendells	War Memorial Donation	20.00	BACS	1220
HMRC	Vat Refund	4,418.12	BACS	1010
Car Boot Sales	Car Boot	353.72	Cash	1250
War Memorial Group	War Memorial Donation	685.00	Csh Cqs	1220
W & S Community Fund	AED Contribution	126.00	Chq	1220
Lendrums	Fair	50.00	Cash	1230
War Memorial Group	War Memorial Donation	485.00	Csh Cqs	1220
Little Island	War Memorial Donation	300.00	BACS	1220
Little Island	Filming	1,000.00	BACS	1240
War Memorial Group	War Memorial Donation	75.00	Cqs	1220
War Memorial Group	War Memorial Donation	290.00	Csh Cqs	1220
Farrow	War Memorial Donation	10.00	BACS	1220
Dewell	War Memorial Donation	15.00	BACS	1220
Community Choir	Greet Hall Hiring	50.00	BACS	1320
Alan Baker	Greet Hall Rent	72.00	BACS	0.131

2018/103 Land Registry – Greet Hall & The Green

The Green Registration - MH read out a statement from Mr R. Peet who requested that the Parish Councillors use an independent solicitor to witness swearing the oath on a declaration statement. MH Proposed that himself to be the representative regarding this. PE seconded, all approved.

The Greet Hall Registration – Slade Legal had carried out Highway searches for the Greet Hall prior to registration & found the area used as a car park belongs to Highways MH disputed this but PD explained that the solicitor had been instructed to proceed with registering the building with the Land Registry and we would have to handle the 'car park' if a situation arose.

Mrs R Robinsons application to register land alongside allotments – MH had spoken to Mrs Robinson's solicitors but had not received any further information from them. He had not pursued the issue with Land Registry because he decided it would be in the Council's interest to allow Mrs Robinson to register the ditch, she would then become liable for the upkeep of it. MH proposed he word a letter to Mrs Robinson. PD asked him to ensure it went via the clerk and not direct from him. PE seconded. Supported by a majority vote.

2018/104 **Expressway** – PE reported that there is a stakeholder meeting with Highways England later this month, which will be attended by the Expressway Action Group. He advised that there had been an upsurge of protests to the whole concept of an expressway. Highways England is scheduled to publish its preferred corridor later in July.

2018/105 **GDPR** – PD gave thanks to clerk, L. Raynor & J. Colchester-Hall, and acknowledged work done on privacy notice and SAR on the website. PD reported that the Parish Council hold electoral roll but very little otherwise.

2018/106 **Benches** – MH reported that due to other commitments he had done little work on these since the last meeting other than he had spoken to Mr. G Hobbs but is no further forward than before.

2018/107 **Whitehead Plot** – No further movement on Whitehead Plot. PD asked to be kept on Agenda.

2018/108 **Footpath7** – PD informed council that legal advice has been sought through Slade Legal and they would be writing to OCC.

2018/109 Parking Situation at Aisha Stores – Update

Mirror opposite Henfield View – PD informed the meeting that we haven't been able to put up lines, mirror or posts due to OCC explaining that they do not allow mirrors on their land. MH to speak to the PCC regarding placing a mirror on their land. PD reported that the fencing on far side of St Laurence hall would not be removed.

2018/110 **Working Group Reports**

Green Parking – JB gave handouts out and reported on the current parking conditions and areas of land in question. JB has spoken to the local authority with regard to incorporating suitable sustainable drainage as part of the proposal. We are waiting on report from SYLVA Tree Consultancy with a report for the trees in that area. W. Oscroft pointed out there are bollards currently in place and asked what the future plans to prevent parking on green would be. JB explained method of rearranging positioning of the bollards at appropriate points to prevent parking as well as signs to make people aware. PD supports the use of granite blocks being used to mark the border. JB to contact Brakspear’s with the aim of them contributing towards the cost. JB proposed the Parish Council applies for planning permission for the proposed work. EJ second, majority vote, one abstained

Infrastructure & Environment –

Trees - PE reported that the work done by Coulton Trees is complete. SSE would carry out work to approximately 18 trees when they had obtained permission of SODC.

Bus Shelters - PE noted that the bus shelters were erected on the 11th May 2018.

Drain at St Laurence Hall - OCC carried out camera survey of the drain and found that it needs to be reinstated and will carry out the work in the next 2-3 months. MH to advise PCC as there are plans to resurface the car park.

Speed watch - PE to meet with Speedwatch next week to discuss what can be offered by them. PE to report back to next meeting.

Recreation including Playgrounds – JB to circulate playground plan for next meeting. Parish Council are not eligible for tranche 1. Waiting to hear in September regards to funding from SODC. JB proposed to buy and install temporary chair swing to replace the broken one on the Green. W Oscroft explained the need for it to meet CE Compliance. PD second, all supported.

Greet Hall – JB to continue discussion with Clerk and PD of the booking system on website.

Events – EJ requested petty cash for village fete on 16th June 2018. EJ to arrange with clerk.

Website & Communication – JB suggested review of website before releasing and that the old website is to stay until the information is no longer current. Waiting on the final booking system.

2018/111 **Any other Business –**

PAGE – MH had recently attended a meeting of PAGE and reported that the area around Warborough, Benson & Dorchester is once more being considered for Gravel Extraction. He said we may move back down the list again but there was some concern.

PE reported that he had spoken to CIL officer regarding CIL on new builds along Henley Road and was waiting to hear back.

JB to discuss further options for community fund with the Warborough & Shillingford Community Fund Trustees. PD acknowledged and thanked L.Raynor for her time being clerk and wishes her well for the future.

The meeting closed at 21.24

The date of the Parish Council meeting is Wednesday 4th July 2018 at 7.30 pm in the Greet Memorial Hall

Signed

Name

Dated