

Minutes of Meeting of Warborough Parish Council Held on Wednesday 3rd April 2019 in The Greet Memorial Hall

Present Cllr Paul Duncan (PD) Chair
Cllr Michael Herbert (MH)
Cllr Jonnie Bradshaw (JB)
Cllr Colin McLarty (CM)
Cllr William Pattison (WP)
Bryony Ringsell (Clerk)
Sue Cooper (DC) (part time)

10 Members of the public

2019/075 Apologies

Cllr Pat Elder and C. Cllr Lorraine Lindsay-Gale

2019/076 Declarations of interest (existence and nature) with regards to items on the agenda.

None

2019/077 To confirm the minutes of the meeting held on 6th February 2019

Minutes had previously been circulated to all Councillors prior to approval at meeting. Confirmation proposed by JB, seconded by WP and all other councillors in favour.

Standing Orders Suspended (proposed by JB, seconded by WP, all other councillors in favour)

2019/078 Representation from the Public for items not on the Agenda

A member of the public queried the fact that the next council meeting had been advertised as being on 1st May, Council agreed it should have been the 8th May and that this will be rectified.

Mr Oscroft reported that work would be started soon on the lose manhole cover on Henley Road

Standing Orders Reinstated (proposed by JB, seconded by WP and all other councillors in favour)

2019/079 County Councillor's Report

Report sent by LLG by email and was circulated to all councillors before the meeting. JB noted that he agreed with the dismay shown by LLG that the only considerations for the location of the proposed expressway seemed to be involving traffic, and not about the wildlife or natural beauty of the area.

2019/080 District Councillor's Report

A report had been given at the Annual Parish Meeting (2019/072) and no further comment was necessary

2019/081 Planning

P19/S0560/LDP – Little Orchard, 20 Green Lane – No decision necessary as only certificate of proposed lawful development but details noted.

2019/082 Six Acres and S106 Consultation

Query from Mr Oscroft as to whether his question over access to the car park had been answered, JB explained that it had and that rights of access were included in the S.106 agreement.

2019/083 Correspondence – not covered under other Agenda items

- Email from SODC explaining that Dog Bin emptying charges are rising from 73p – 89p – no comments
- Police and Crime Bulletin – no comments
- Rural Services Bulletin x 2 – no comments
- NALC chief executives bulletin - no comments
- Email from Jennifer Hall re Daffodil planting on the Green – JB to discuss with her and report back at the next meeting
- Email from Lynda Raynor re parking outside Aisha Stores – to be added to agenda for future meetings and possible approach to OCC
- OALC March update – no comments
- Email from Mr Daniel re layby – WP to investigate and report back to countil
- Email from Room Service advising of a rate rise by 50p an hour – no comments
- Letter from RAF Benson advising 32 squadron will be staying there for several months – no comments
- Letter from Merchant Navy requesting PC to fly red ensign – MH to discuss with the Church as they may be in a position to do this
- Letter from SODC promising to repair the damage to the Rod Eyot – noted this has been done

2019/084 R.F.O Report

Cheques for the month were approved and signed as below.

Reiteration of the 50p rate rise from Room Service and a reminder to councillors that it they purchase anything on behalf of the council that the invoice should be made out to the council and items should be bought from places where we have accounts where possible.

MH also raised that he had been contacted by Midsomer Murders who wanted to film on the Green in April. MH proposed that he would be the liaison for these discussions, including financial arrangements but ensuring the clerk and the chairman were kept informed. Motion seconded by WP, all other councillors in favour.

Payments

Supplier	Description of Goods	Value	Chq No	Code
Room Service	Greet Hall cleaning	£150	1097	5070
Jonathon Bradshaw	Reimbursement - Permitted Development Advice	£22.50	1098	4800
EJH Legal	S.106 Legal Advice	£420	1099	4800
Gillett and Johnston	Church clock service	£231.60	1100	6075
Higgs	Stationary	£7.98	1101	4321
SODC	Dog Bin Emptying	£117.86	1102	6020
SODC	Refuse collection - Greet Hall	£75.51	1103	5060
Castle Water	Greet Hall Water	£101.27	1104	5020
Castle Water	Pavilion Water	£12.18	1105	6050
Colin McLarty	Reimbursement- Allotment tap	£22.82	1106	6015
Bryony Ringsell	Clerks Salary	£xxxx	1107	4110
Jonathon Bradshaw	Reimbursement- Greet Hall Equipment	£141.82	1108	5060
S M Cook	AED Hosting	£15	1109	6075
Warborough PCC	AED Hosting	£15	1110	6075
Clare Lennon	Booking Clerks expenses	£45	1111	4325
Community First Oxfordshire	Subscription	£70	1112	4360

Total £1790.02

2019/085 Capital Projects

PD explained that a list of possible projects had been produced and that each project had been scored and given a priority rating. JB proposed to send this list and the reasons behind the ratings to the parishioners, seconded by MH and all other councillors in favour.

2019/086 Election of Councillors

Nothing further to discuss, awaiting list of people nominated.

2019/087 Expressway

Nothing to report.

2019/088 Whitehead Plot

WP reported that the planting of the hedge was now complete.

2019/089 Allotments

A draft agreement between the newly formed allotment association and the PC had been sent to councillors before the meeting. After discussion about whether the Allotment Association should be allowed to collect additional subscriptions when they deemed it necessary, CM proposed the PC accept the terms in the Local Management Agreement with the alteration of clause 5 to "If agreed by the Allotment Association and WPC, to collect additional subscriptions to cover improvements to the allotments". Seconded by WP and all other councillors in favour.

2019/090 St Lawrence Feast

Discussed that the PC have traditionally paid for the band at the feast and proposed by MH that this is continued this year. Seconded by WP and all other councillors in favour.

2019/091 Replacement of BCB contractor

Documents were sent out to 5 companies asking them to tender for the grass cutting contract for the parish. Only one reply received and that was Lee Collins. His price is the same as BCB have been charging and so is in line with budget. Lee has been carrying out the work for BCB so knows the area and requirements. WP proposed to accept his tender, seconded by MH and all other councillors in favour.

2019/092 Quote from Sylva re Tree Maintenance

WP proposed to accept the quote from Sylva re preparing a tree maintenance plan. Seconded by JB and all other councillors in favour.

2019/093 Payment for AED's

Confirmed that Warborough PCC and S M Cook will be paid £15 each for hosting the AED's

2019/094 Working Group Reports

Preservation of the Green & Parking - 3 topographical survey quotes have been received. JB recommended that although not the cheapest quote (£550+VAT) we use Sylva and their subcontractor Midland Surveys as we

have a relationship with Sylva and they have done good work in the past. PD suggested asking if Sylva/Midland Surveys would match the cheapest quote we had (£480+VAT). JB proposed that we use Sylva/Midland Survey for the work and that we will pay up to £550+VAT but that he will ask them to match the lower quote. Seconded by MH and all other councillors in favour.

Infrastructure & Environment – Mr Oscroft stated that there is a problem with rot on the bridge at Footpath 6. WP to take a look and report back at the next meeting,

Recreation – The permitted development query for the pavilion has been submitted and we should hear back in 30 days. The PC discussed the final design plans for the playground which had been circulated to the PC and public ahead of the meeting by email. After several MoPs commented on elements of the project JB reiterated the consensus from previous meetings; that significant consultation had been completed, that the size of the new play area would actually be under Government-recommended levels for a population of Warborough's size, and that the cost of the entire project would be significantly less than recent repairs and projected works just to bring the dilapidated provision up to safety standards where recent ROSPA inspections had shown the current provision to be near or at end of economic life and in some parts below acceptable safety standards. MH asked whether the clearance of the Hammer Lane site will be incorporated into the project which JB confirmed it would be. CM stated that he did not believe there had been proper public consultation on the project. JB proposed a motion that the PC accept the final design and approve a purchase order for the playground and outdoor gym scheme submitted by Setter. Motion seconded by MH. PD and WP in favour, CM against.

Greet Hall – New loo seats and cleaning equipment have been purchased and another quote for the building of shelves has been sought.

Website & Communication –It was reiterated that the council should use their section in the Parish magazine more.

2019/095 Any other Business

WP reported that he had been to a liaison meeting at RAF Benson and that there is to be a 'no fly zone' for drones within 5km from RAF Benson. It was also confirmed that the next Parish Council meeting will be on 8th May 2019.

The meeting closed at 22.22

The date of the next Parish Council meeting is Wednesday 8th May 2019 at 7.30 pm in the Greet Memorial Hall

Signed

Name

Dated