

**Minutes of Meeting of Warborough Parish Council**  
**Held on Wednesday 5<sup>th</sup> February 2020 in The Greet Memorial Hall**  
**DRAFT – DRAFT – DRAFT**

- Present** Cllr William Pattison (WP) Chair  
Cllr Jonnie Bradshaw (JB) Vice-Chair  
Cllr Nigel Conie (NC)  
Cllr Michael Herbert (MH)  
Cllr Nick Brown  
Helen Brawn (HB)  
County Cllr Lorraine Lindsay-Gayle (LLG)  
District Cllr Andrea Powell (AP)  
Bryony Ringsell (Clerk)  
11 Members of the public
- 2020/017 **Apologies**  
Cllr Rick Keene
- 2020/018 **Declarations of interest (existence and nature) with regards to items on the agenda.**  
None Declared
- 2020/019 **Confirm the minutes of the meeting on 8<sup>th</sup> January 2020**  
Minutes from the meeting on 8<sup>th</sup> January 2020 had previously been circulated to all Councillors prior to approval at meeting. WP proposed to sign the minutes as an accurate record of the meeting, JB seconded, all other councillors in favour.
- 2020/020 **Review of the actions set at the last meeting on 8<sup>th</sup> January 2020**  
All actions reviewed, all in hand.
- 2020/021 **Representation from the Public for items not on the Agenda**  
Mr Oscroft stated that he had concerns about footpath 6 and had raised these to OCC. He would like the Parish Council to consider spending CIL money to put a more permanent surface on the footpath. WP explained that this could be looked at when the six acres development was finished and patterns of use of footpaths are known. MH asked for a map of footpaths to be available to councillors when discussing them.  
Action – Mr Oscroft to send map to the clerk to disseminate for printing etc
- 2020/028 **Casual Vacancy**  
Two candidates have applied for the vacancy of Councillor; Richard Pullen and Helen Brawn. Each candidate gave a short introduction to themselves and the reasons they wanted to be a councillor. JB asked each candidate if they had a special interest in any particular area of council work. Helen Brawn expressed an interest and experience in communications and Richard Pullen said that he was happy to work wherever was needed. Councillors then discussed the applications and the need for someone to fill the role in communications left by Andrew Stinchcombe-Gillies. WP then asked which councillors would like to co-opt Richard Pullen on to the council, to which MH voted in favour. WP then asked which councillors would like to co-opt Helen Brawn on to the council, to which JB, NB and NC were in favour. WP abstained from voting. Helen Brawn duly co-opted on to the council.  
Action – Clerk to send necessary paperwork to HB and notify SODC of the co-option
- 2020/022 **County Councillor’s Report**  
LLG was present and read out her report. Highlights included reporting that an extra 30 million pounds will be spent on social services for adults and children in the area and an extra 50 million will be made available for new schools over the 10 years. She also explained that 50,000 streetlights were to be changed to LED lightbulbs and explained more about the no emissions zone in Oxford.  
Action – LLG to send details on the current consultation on the no emissions zone to the clerk
- 2020/023 **District Councillor’s Report**  
AP delivered her report and included updates on the budget set by SODC and details of the rebuilding of the council offices in Benson.
- 2020/024 **Speed Signs – update on the cost and siting of Vehicle Activated signs or Speed Indicating Device signs**  
WP proposed to purchase 2 solar powered Speed Indicating Devices from Evolis Radar and to contact OCC to get them to remove the current signs and that this should be paid for through CIL money recently received. All councillors in favour, proposal passed.  
Action – NC is to liaise with OCC to secure permissions for removing existing signage and installation of new signage
- 2020/025 **Turning the unused phone box into a book exchange**  
WP proposed to turn the unused phone box into a book exchange as discussed at last months meeting. All councillors in favour.
- 2020/026 **Ox and Vale Citizens Advice – request for donation**  
Councillors will assess the budget at the FG&P meeting next week to see if there is any money available in the budget for this and report back at the next council meeting.

**2020/027 Parish Noticeboards – Discussions on Renovation/Replacement**

JB has begun the process of getting reports on what would be necessary, to be discussed further at the next meeting once quotes have been received.

**2020/029 Six Acres Development update including parcel of land next to preschool**

No update from WP. JB asked that WP reiterate to developers that no deliveries should be taking place during school drop off and pick up times as stated in the construction plan as this has been happening and is causing a safety hazard.

**2019/030 Capital Projects**

JB asked all Councillors to submit any additional potential projects to him for F&GP consideration at upcoming meeting

**2020/031 Action Plan in the event of future traveller encampments**

NC reported that he had had a further quote for 3 stop cocks to be fitted but that it was more expensive than the last. JB explained he and RK have yet to have their meeting with the clerk at Stadhampton. Further updates next month.

**2020/032 RFO Report including cheques to be signed**

- WP signed the Review of Effectiveness of internal Audit 2019/20
- Cheques for the month approved, signed and listed below along with income
- Clerk explained that Room Service prices have gone up to £16.00 per hour from £15.50

**Payments**

Supplier	Description of Goods	Value	Chq No	Code
Westlake	Repair for Greet Hall Urinal	£240.00	1202	5060
Sylvatrees	Tree Work	£996.00	1203	6060
Room Service	Greet Hall Cleaning	£120.00	1204	5070
Oxfordshire Neighbourhood Plans Alliance	Subscription for membership	£50.00	1205	4360
SODC	Dog Bins – Jul 19 – Oct 19	£124.32	1206	6020
Castle Water	Allotment Water	£12.35	1207	6015
Castle Water	Greet Hall Water	£34.48	1208	5020
Castle Water	Pavilion Water	£47.12	1209	6050
Bryony Ringsell	Clerks Salary	xxx	1210	4110
SODC	Dog Bins – Oct 19 – Dec 19	£124.32	1211	6020
Clare Lennon	Booking Clerks Expenses	£45.00	1212	4325
The Landscape Group Oxford	Ditch Clearance	£1535.40	1213	6075
The Landscape Group Oxford	Hedge Cutting – footpath	£234.00	1214	6070
Gigaclear	Greet Hall Internet	£41.30	D/D	4320
<b>Total</b>		<b>£3945.95</b>		

**Receipts**

From	Description of Goods	Value	Method	Code
South Oxfordshire NA	Grant for Greet Hall Lighting	£945.00	BACS	1220
Joanna Carter	Greet Hall Rent	£225.00	BACS	1310
<b>Total</b>		<b>£1170.00</b>		

**2020/033 Correspondence – not covered under other Agenda items**

All correspondence discussed including a letter from Brian Newey of the PCC stating that they did not believe siting a mirror opposite Henfield View was a feasible option.

**2020/034 Working Group Reports**

**Communications** – NB will compile a summary of the meeting for the Parish Magazine and start to hand over some of the role to HB.

**Infrastructure & Environment** – NB reported that he has chased the issue of the blocked culvert and at the north end of the village, liaising with OCC to identify the exact point at issue. NC also asked if the felled Oak tree had been replaced, NB to chase this as it has not yet been done. It was also explained that Bill Ocroft is to be added as a Fix My Street super user.

**Recreation & The Green** – JB advised that the cricket club six-week consultation period for parishioners to submit alternative ideas for the pavilion redevelopment was still open until Tue 18 Feb. Details published on PC noticeboards and that he was still trying to find a company to inspect and service the new playground equipment.  
**Greet Hall** – MH reported that the toilet cisterns had now been replaced and are working.  
**Events** – No updates

2020/035 **Any other Business**  
None.

The meeting closed at 21.33

The date of the next Parish Council meeting is Wednesday 4<sup>th</sup> March 2020 at 7.30 pm in the Greet Memorial Hall

Signed .....

Name .....

Dated .....