

MEETING OF  
FINMERE PARISH COUNCIL

Minutes of meeting held on 5<sup>th</sup> September 2017 in Finmere Village Hall

Present:- Councillors, Mike Kerford-Byrnes (MKB) (Chairman), Katherine Grimston (KG) (Vice Chairman), Steve Trice (ST) and Joanne Brooks (JB)

In attendance:- County Councillor Ian Corkin (IC), PC Shaun Sullivan (SS) and Sharron Chalcraft (SC) (Parish Clerk and RFO)

1. Apologies:- Apologies were received from Parish Councillors Amanda Hodgkins (AH), Mike Kirby (MK) and Kevin Ochel (KO) and from Paul Wilson (PW), OCC Highways who will attend the October meeting

## 2. DECLARATIONS OF INTEREST AND INVOLVEMENT

ST declared an involvement in any matters to do with the VHPF Committee. JB declared an involvement in Valley Rd traffic issues. MKB declared an interest in the Heatherstone Lodge planning application.

## 3. MINUTES

The minutes of the meeting of 4<sup>th</sup> of July 2017 were approved with corrections.

At this point Section 11 was considered so that PC Sullivan could go on to other duties.

At this point IC gave a brief update report – see Section 14 below.

## 4. MATTERS ARISING

4.01 **Cross Tree Turf and Drainage Problems** No progress has been made on this issue with the gully still not jetted. SC is to chase up again with Kathryn Gash (KG), OCC Highways. c/f

4.02 **Mixbury to Finmere footpath** KO is liaising with residents at the Warren Farm end of the path concerning overgrown vegetation, this is the only issue still outstanding. c/f

4.03 **Traffic Problems – (formerly Road Repairs)** In the interests of clarity this item will be called Traffic Problems from now on. After the last meeting SC received a letter from one resident of Valley Rd concerning the PC's letter. This was followed by a second letter from the same resident and a statement signed by all the residents

contacted by SC as well as others. There was also an email from a user of Valley Rd who explained that he had only ever witnessed problems when two vehicles were attempting to pass each other rather than when a vehicle was passing a parked car. This villager also pointed out the irresponsible use of the junction by many road users. Following the receipt of this correspondence SC had a telephone conversation with the resident who had sent the two registered letters. The residents of Valley Rd feel very strongly that it is unfair for the PC to raise issues of parking with them and not with the residents of Mere Rd. The sender of the letter confirmed that he had been in touch with emergency services and that the fire brigade had attended and checked the width of the road and were happy that there was no problem with access. Both Valley Rd and Mere Rd had been measured and the width of Mere Rd at the narrowest point is wider than Valley Rd. The junction at the top of Valley Rd has a more obstructed sight line than that at the top of Mere Rd. All residents are cooperating with local businesses by moving their vehicles to allow for the access of large vehicles such as farm machinery, horse boxes etc. Damage had occurred in the past when vehicles were passing each other rather than passing a parked vehicle. There has been repeated damage both to the wall and to the houses on the opposite side of the road. It is felt that 'village access only' signs would help with HGV vehicles using the village as a 'rat run.' The residents feel it would be preferable to make their section of the road into a one-way street, something which an OCC Highways officer visiting recently said he would raise with Peter Egawhary (PE), OCC Highways.

ST suggests that the PC should ask the fire brigade to put in writing the fact that they are happy with access. This could be held in records as evidence that the PC had carried out its responsibilities. ST is to liaise with the fire brigade to this end. It is felt to be strange that OCC Highways have always maintained that Mere Rd is narrower given these measurement results. It is felt that OCC should be asked to come and make a proper examination of the roads as they hold the proper equipment and understand visibility splays, access requirements etc. This matter is to be dealt with at the October meeting which PW has said he will attend. IC will attend the meeting and will walk the village with MKB before then to see the issues for himself. It is hoped that the residents will be able to attend the October meeting. It is important that this issue is addressed in both Mere Rd and Valley Rd as access and obstruction are legal issues. PC Shaun Sullivan will hopefully be able to attend the October meeting also.

SC emailed PE regarding the condition of the verge and he confirmed that PW would deal with this issue also at the October meeting. Since then ST confirms that the verge has been cut, perhaps the ground is now settling. c/f

- 4.04 **Spinney Acquisition** MKB has not yet received a reply from the Mixbury Trust regarding the PC offer. c/f
- 4.05 **Old Banbury Road Path** This matter of a sensor for the eastern end electronic gate is to be dealt with by Paul Wilson (PW), OCC Highways, when he attends the October PC meeting. c/f
- 4.06 **Footpath stiles** SC has not had a reply concerning the cost of a new stile from Sarah Aldous (SA), OCC Footpaths Officer. ST has visited the site and viewed the fence and stile. The fence is very dilapidated and although the costs of replacement put

forward by the tenant of the field are excessive it may be that the PC will need to put some sort of replacement fence in place. ST also feels that the PC should make the tenant, Adrian Goosey (AG) fully aware of their position. SC is to write to him. All councillors are to look at the fence and stile and this matter will be an agenda item in October. c/f

- 4.07 **Road signs** This painting is still to be completed. c/f
- 4.08 **Cross Tree Signpost** SC has still not received a quote for the repair of the sign from Peter Egawhary (PE), OCC Highways. IC points out that OCC Highways are still undergoing a major transition. c/f
- 4.09 **Cold Calling Signs** These are now all in position.
- 4.10 **Faulty Manhole Covers** The repairs have still not been carried out. ST confirms that the lid of one manhole was again displaced recently and now that water levels have dropped a water meter is clearly visible. SC has asked Kathryn Gash (KG), OCC Highways, for the contact details of the water company so that she can pursue this matter directly. c/f
- 4.11 **Play area invoices** Payment of VAT has been received and the remaining instalment of the Wicksteed invoice has been paid.
- 4.12 **Grass Cutting Agreement** This has now been returned sealed by OCC. ST is to keep the copy in the grass cutting folder. SC has had no response from OCC or Bucks CC regarding the cutting of the village approach. c/f
- 4.13 **Register of Members Interests – Disclosable Pecuniary Interest** SC is still to obtain a completed form from one councillor and will then place all the forms on the website and liaise with CDC regarding any updates. c/f
- 4.14 **Defibrillator signs** SC discovered upon ordering that the chosen sign was actually only a temporary banner for outdoor events such as fetes. The most appropriate sign was of treated plastic and cost £17.48. JB takes the sign and will fit it to the notice board outside the school.
- 4.15 **Donation to School** The donation of £200 to help with sourcing pupils was paid.
- 4.16 **Road Repairs** Unfortunately the two items reported following last month's meeting did not meet the criteria to enable repair.
- 4.17 **Insurance and Governance of Village Hall and Playing Field** MKB is still to confirm why OALC advised other PC's against entering village halls on the asset register. SC will not alter the asset register on the website until confirmation is forthcoming. The village hall and playing field committee has confirmed that the insurance has recently been reviewed to cover current rebuild costs and a copy of the schedule has been sent to the PC for their records. A risk assessment will need to be carried out if the hall is added to assets. Still no reply has been received regarding the pavilion. MKB is to talk to Mike Geelan, Chairman of the Sports Association. SC is to provide contact details to MKB. As far as MKB can ascertain from the deeds held by the PC the pavilion did transfer to the ownership of the PC on purchase of the field. The ongoing governance of the pavilion will need to be kept separate from the

village hall. MKB is meeting Nigel Bell, solicitor, tomorrow regarding finalising the governance of the hall and playing field.

- 4.18 **Stable Close Bund Proposals** The solicitor for CDC suggested that the PC take independent legal advice regarding lifting the covenant and JB has made an initial contact with Chandler Ray in Buckingham. Berry's, the valuer, are pressing for payment but JB feels that as they did not discover the existence of the covenant by carrying out a land registry check, which would have meant proceeding with the work was pointless, the full cost of the valuation should not fall to the PC. It is felt that the PC should push back on this payment. c/f
- 4.19 **Jubilee Tree Ivy** This was cleared away by MK following the July meeting but has grown back quickly and will soon need clearing again. SC is to email MK and see if he is happy to carry out this work. c/f
- 4.20 **OALC June Update** The Good Councillor's Guide was downloaded and circulated by SC. The recommended new style of agenda was adopted by SC for the notification of this meeting.
- 4.21 **Computer** The computer was purchased by SC as agreed at the July meeting. The first month of Microsoft Office 365 was included but a subscription will be needed from September 12<sup>th</sup>. This can be purchased monthly at a cost of £7.99 plus VAT or annually at a cost of £79.99 plus VAT, a saving of 16%. It is decided to purchase the annual subscription. Proposed ST, seconded MKB, carried unanimously. There has been a problem connecting the new laptop to the printer, SC is to search the web for drivers for this printer and Windows 10, it may be that they are not compatible. Meanwhile SC is using her husband's printer. MKB suggests that the PC should check the 1JT website for ink costs. c/f

## 5. FINANCIAL REPORT

The two month (July and August) financial report was presented.

It was reported that there was £2,410.64 in the Treasurer Account and £4,803.76 in the Business Money Manager Account.

The following had been paid out:

£760.00 to John Donaldson (running costs – grass cutting)

£580.66 to SC (general admin – for Clerk and RFO duties and internet costs)

£200.00 to Finmere School (S137 Village Benefit – grant)

£16.44 to e.on (running costs – electricity and consumables)

£7,300.00 to Wicksteed (grant expenditure – play area equipment/installation instalment 2)

£449.99 to Argos (c/o SC) (capital expenditure – computer)

The following had been paid in:

£7,473.99 from HMRC – VAT repayment

Invoices:

Argos - computer - £449.99 – already paid as agreed at the July meeting

BDO – external audit - £120.00 – proposed MKB, seconded JB, carried unanimously  
Seton – defibrillator sign - £17.48 - proposed MKB, seconded JB, carried unanimously

#### External Audit:

This has been completed with no issues raised. The PC review the annual return, including the BDO certificate and this is approved and accepted – proposed MKB, seconded KG, carried unanimously. SC is to publish the Notice of Conclusion and accompanying documents on the web and all notice boards in accordance with regulations.

### 6. S19/S137/URGENT BUSINESS

No requests were received. The planning application for showers at the sports pavilion was circulated under urgent business, see Section 12 below.

### 7. FINMERE LANDFILL SITE UPDATE

There is nothing to report on the landfill. MKB hopes that there will be a quarry liaison meeting within the next two weeks.

### 8. PLAYING FIELD PROGRESS AND CONDITION

Progress regarding the lease is ongoing.

MKB confirms that he has walked the field this month and all is ok.

### 9. NEW RESIDENTS NOTIFICATIONS

There are new residents at Oak House, Fulwell Road. A welcome letter has been delivered.

### 10. HS2 PHASE ONE – FUSION (ENABLING WORKS CONTRACTORS) INTRODUCTION

Unfortunately nothing has been heard from Lorraine Kelly, our Fusion liaison. SC will invite her to the next PC meeting which she is able attend.

### 11. REPORT ON LOCAL POLICING

This report was considered at the start of the meeting so that PC Sullivan could go on to other duties.

PC Sullivan stressed that it is always important to report things to the police so that statistics truly reflect the crime in the community.

The annual figures for crime in Finmere are 28 reported incidents. Those of interest, not of domestic or regulatory origin, number just 10. There were two burglaries in a dwelling (although nothing was actually taken), two burglaries non-dwelling, sheds and a tack room, three thefts from vehicles (one of which was siphoning off of petrol), the theft of a child's bike, the theft of some garden furniture and criminal damage to a fence.

These figures are slightly higher than in previous years but represent a typical level of crime for a rural community the size of Finmere.

## 12. PLANNING APPLICATIONS

MW.0004/17 – amendment of planning permission reference 13/00973/CM – permission for continuation without complying with conditions 1, 7, 8 and 29 – permission granted

17/01328/OUT – Land east of Heatherstone Lodge – residential development – MKB declared an interest and left the meeting, leaving KG as Chairman – this application was discussed under Section 16 Correspondence at the July meeting as it had been received after the agenda had been posted. As a result of the discussion SC obtained an extension on the application to August 4<sup>th</sup> and District Councillor Barry Wood chaired a public meeting on July 11<sup>th</sup> which was attended by 39 villagers, including 3 Parish Councillors. Based on the discussions and votes held at the meeting the PC objected to the proposal. JB wrote and submitted a response which can be read online as a submitted document to the application. MKB rejoined the meeting.

17/00682/F – Finmere Playing Field – 2 rear extensions to the rear of the Sports Pavilion to accommodate Home and Away showers – the PC had considered this under urgent business, see Section 6 above, and had no objection or comment. Phillip Rushforth, VHPFC, emailed to mention that he had asked that a water meter be fitted if the showers were built as working out the pro-rata use of water would be more difficult with increased volume of use. This matter can be raised with the Sports Association by MKB when he liaises over ownership of the pavilion. It is felt imperative that the matter of ownership be cleared up as it seems unfair to let the SA proceed with spending funds on a building which it does not own without at least making the issue clear.

17/01667/F – 13 Town Close, Mere Road – proposed two storey side and rear extension and single storey rear extension – ST is to visit neighbours regarding this proposal, SC is to obtain an extension

Details Pursuant to Condition A42 (aftercare scheme outline strategy) of Planning Permission 10/01516/CM (MW.0142/10) at Finmere Quarry, Banbury Road, Finmere, Oxfordshire, MK18 4AJ – permission granted

Details Pursuant to Condition B39 (aftercare scheme outline strategy) of Planning Permission 10/01515/CM (MW.0140/10) at Finmere Quarry, Banbury Road, Finmere, Oxfordshire, MK18 4AJ – permission granted

MW 0060/17 - AT Contracting & Plant Hire Limited, Finmere Landfill Site - for the Replacement Site Reception Compound and Related Facilities – SC is to circulate the link for this application and any comments can be made under urgent business. OCC did inform the PC in advance of the existence of this application as promised at the quarry liaison meeting.

### 13. CORRESPONDENCE

#### **Correspondence for meeting –**

Defibrillator sign invoice – see Section 5 above

External audit report and invoice – see Section 5 above

Grass cutting agreement confirmation – see Section 4 above

Letters/email from residents and users of Valley Rd – see Section 4 above

Defibrillator sign – taken by JB

Letter from VHPFC – the mower for the playing field is in need of replacing, two cutters are already defunct which necessitates the mower being driven over the field twice as much. The four options proposed are 1 – buy a new mower (£8,000 approx), 2 – buy a secondhand mower (£3,000 approx), 3 – engage the services of a contractor (£2,200 pa approx), 4 – do nothing. If a mower is purchased it will need a storage container (between £1,200 and £2,000 approx). The VHPFC propose sharing the cost between themselves, the Football Club, the Cricket Club and the PC. Their preferred option is 2 which would result in a cost per organisation of some £1,500, including the cost of a new container. It is important to complete the governance agreement on the field for this to go forward. MKB suggests obtaining the mower second hand at an auction. This is to be thought about by Councillors and is to be on the October agenda.

#### **Emails printed -**

Christmas Carol Service notification – SC is to forward to all councillors – This is to be an agenda item in October

Reply to request for ground clearance from Peter Egawhary – see Section 4 above

Fix my street replies on reported issues – see Section 4 above

Points from VHPFC on pavilion application – see Section 12 above

OCC information on upcoming planning application – see Section 12 above

Comments from a resident on the Valley Rd traffic situation – see Section 4 above

Preparing for Emergencies Guide for Communities – this is to be an agenda item in October or November

#### **Emails forwarded –**

Foxley Fields tree preservation order list – for information

Thames Valley Police open day news – for information

Buckinghamshire Minerals and Waste Local Plan Consultation – for information

HS2 Liaison introduction – SC is to invite them to the October or November meeting

Christmas lights offer – this is to be considered as the lights are definitely damaged

Community grants news (from IC) – this is to be considered for any requests

Household Waste Recycling Centre news – for information

Rural Oxfordshire Network meeting notice – nobody is able to attend

OALC updates – July and August – for information

Usual reports – for information

#### 14. ANY OTHER BUSINESS

**County Councillors Report** As he was able to be present at the meeting at short notice IC gave a brief update on applicable matters. This was given earlier in the meeting so that IC could carry out other duties.

District matters – the judicial review will take the form of a substantive hearing of 3 days and will take place before Christmas 2017. There will be a consultation. The Leader of the Council has provided funding for Rural Affairs.

County matters – the County, City and 4 Districts are working together on a growth plan to 2030 including roads, schools, doctor's surgeries at a cost of some £9 billion. The current holders of the waste contract, Corillion, have been criticised for poor delivery. New household waste rules are coming in which will involve charges for disposal of household waste. Incoming changes to daytime support funding will take effect from October, these will mean less access, details are to follow. Already voluntary organisations, such as Age Concern, are attending meetings on this subject. MKB feels this may be a matter to refer to Poors Plot. The OCC accounts for 2017 will be signed off this week. Services online include help for children and young adults receiving their GCSE results, these can be accessed through the Oxme website.

Finmere matters – recent requests for enforcement action over the possibility of people living at the quarry have been passed to District and are now with their enforcement team. IC has met with the Headteacher of Finmere School and learned that £300million has been lost to education in the last 7 years, there is no strategic support. The matter of traffic problems has come at a time when OCC Highways is being totally reorganised which is not helping with the speed of response. IC will work with MKB and will hopefully be able to tour the village with him and look at these issues on Thursday 21<sup>st</sup> of September. On the matter of HS2 there is local community funding. Richard Warren (RW) is in charge of HS2 for OCC. Local views on mitigation are being sought. There are detailed traffic plans now and RW will come along and take questions. The date(s) of the meeting which the PC would like him to attend should be sent to IC.



**Grass verge by Pines** This is to be on the October agenda.

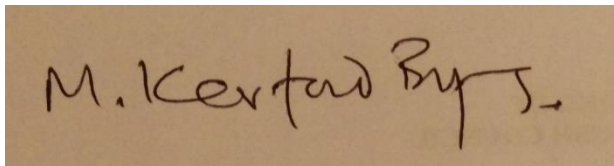
15. DATE OF NEXT MEETING

The date of the next meeting is October 3<sup>rd</sup>.

Meeting closed at 22.30.

CORRESPONDENCE CIRCULATED

Clerks and Councils Direct September 2017



M. Kerford By J.