

MEETING OF
FINMERE PARISH COUNCIL

Minutes of meeting held on 4th December 2018 in Finmere Village Hall

Present:- Councillors, Mike Kerford-Byrnes (MKB) (Chairman), Mike Kirby (MK), Steve Trice (ST) and Joanne Brooks (JB)

In attendance:- Sharron Chalcraft (SC) (Parish Clerk and RFO), Barbara Cunningham (BC) (Village Representative at Quarry Liaison Meetings) and one member of the public

1. Apologies:- Apologies were received from County Councillor Ian Corkin and Parish Councillors Katherine Grimston (KG) (Vice Chair) and Peter Goss (PG)

2. DECLARATIONS OF INTEREST AND INVOLVEMENT (19.31)

ST declared an involvement in all issues involving the Village Hall and Playing Field Committee. JB declared an involvement in Section 4.03.

3. MINUTES (19.33)

The minutes of the meeting of 6th of November 2018 were approved with corrections.

4. QUARRY LIAISON MEETING REPORT (19.35)

This report was delivered by Barbara Cunningham, the village representative.

The meeting was held at the Village Hall on November 27th. Present were:

MKB - PC

Barbara Cunningham - village representative

David Perriam (DP) - OCC

Bill Stewart-Jones (BSJ) - OCC

Danny Miller (DM) - AT Contracting

John Hollister (JH) - Aecom

Angela Graham (AG) - Aecom (permits)

Apologies were received from Louise Greenwood (LG) – EA

LG had submitted an EA report to the meeting which detailed enforcement proceedings in September which covered leachate management, the lack of proposals concerning the over-tip on Cells 1, 3, 6 and 7 and waste acceptance procedures. A leachate proposal had been submitted, EA had requested amendments, no reply had been received. The over-tip on Cells 1, 3 and 6 is a leftover from the previous owners. The EA proposes that this should be regularised through a variation on an existing planning application urgently. The over-tip on Cell 7 was reported in October and as a result the site ceased acceptance of waste. The amount is some 5,000 tonnes, which can be safely moved at the moment. These problems, with additional non-compliances, resulted in a Band F rating for the site, the worst result that can be given. This means the base licence for the site becomes more expensive. BC has figures for the rating going back to 2011 and this has never been Band F before. The worst previous figure was Band E in 2014 when there was a leachate escape. At this point Mr Miller, who administers the site, was asked how he felt about this and his reply was that he was not overly concerned and not fussed! The owner of the site does not normally attend meetings, he is disqualified from being a director until 2022.

Following the recent fire in rubbish left on the hardstanding area over night the waste was soaked with water for four days before being added to the landfill. The cause of the fire has not been found. The waste should not have been left there and DP reports that this has happened again since the fire.

The top soil on the top of the mound which is to be used to complete contours was supposed to have been put in place a year ago. It cannot now be moved before April/May as movement in this weather would damage the soil structure. The transfer of ownership is blamed for the delay in capping. The weather must be dry and above 6 degrees C in order for the plastic sheet below the cap to be properly laid.

There has been a problem with mud on the road. Not only is the mud itself a problem for road safety but it has been badly staining the road surface, something which has not happened before. The site does pay for a sweeper daily, as it is required by law to do, but this does not seem to be coping with the situation. There is a wheel wash on site, but trucks are obviously carrying a lot of mud away from the site. It may be that the dumper trucks moving the waste from the concrete area up onto the mound are bringing mud back down from the mound on their wheels.

The engineering on Cell 10 is ongoing. Capping has started on Cell 9. Cell 7 needs to be capped within 12 months of starting on Cell 10. It is not known how many leachate lorries are leaving site daily at the moment, they have no idea.

OCC's BSJ gave a report. There are upcoming planning applications to vary conditions on existing permissions. These cover items like working hours, straw bale screening and extending the life of the site for another 5 years. The permissions held for the extension of gravel extraction onto Shelswell land clash with the requirements of HS2 and are on hold. The MRF has been cleared and the structure put right. Cell 9 is being capped. The softening of the flank of Cell 6 has not been carried out yet. There will have to be great care taken with the gas pipelines and leachate removal system when doing this. The top soil has not been stripped. An application has been submitted for a ready-mix concrete facility on the site, this would use up sand and some gravel from the Shelswell extension. He detailed the final restoration plan for 2028-30 which BC pointed out had all been heard before. MKB asked

how vehicles would reach the MRF when all this landscaping was complete – there will be a valley left which will be backfilled.

There is currently one caravan on site and nobody resident in the bungalow. It is felt that councillors should take the opportunity to walk around the site footpaths to make sure that this is correct. MK points out that an over-tip will not be costing much in extra licence fees, considering that the amount means that some 250 20tonne lorries must have been allowed to tip on a full cell, this would have yielded considerable income. MKB points out that there is a large pile of topsoil behind Cell 7 which was to be used to level land after digging at Shelswell. The site has tried to extend the permissions for this but HS2 objected. OCC is to enforce on this, but an appeal is being lodged on the planning application to allow a temporary stockpile of the soil until HS2 works are completed.

The quarry liaison meeting dates for the next year were agreed at the meeting. There is to be another meeting in March 2019.

It was decided to deal with Section 13 at this point in order to accommodate the member of the public present.

5. MATTERS ARISING (20.55)

- 5.01 **Cross Tree Turf and Drainage Problems** Councillors confirm that no action has been taken on this gully. SC is to chase this up with MW as the 28 day limit has long passed. SC is to copy in IC on this issue. c/f
- 5.02 **Cross Tree Signpost** MKB is to pursue this matter. c/f
- 5.03 **Traffic problems in Valley Rd/Mere Rd** SC has been in touch with MW regarding an extra HGV warning sign for Mere Rd. There has been no reply so far. c/f
- 5.04 **Fencing & Stile for Stable Close bund boundary** This work is still to be carried out over the winter/spring. JB confirms that the contractor hopes to carry it out in spring. c/f
- 5.05 **Sports Pavilion Issues** There has been a further meeting with the Sports Club. The club suggested a contribution of £300 pa for grass cutting/use of the field. ST felt that the figure should be nearer £700 and produced figures to explain this view. The club has some 50-60 members, so this did not seem too onerous. It was decided that £500 should be paid for the next two years, followed by £600 for two years and finally £600 plus inflation on the RPI scale in year 5.

ST would like to receive this contribution in December, but the club want to see heads of terms of the proposed lease before they make the payment. The length of the pavilion lease needs to be decided. ST suggests 25 years as that is the figure mentioned by the club. MKB feels that the club should be reminded to check and see what length of lease is required for funding applications, he has it in mind that a thirty-year lease was required on one previous application form. The rent has also to

be decided. This ‘peppercorn’ rent secures the lease. ST suggests £100 pa but MKB feels that may be a little high. ST points out that this may be needed to cover any unforeseen costs which the PC could incur over the years such as legal advice, administration etc. The lease will be a ‘fully repairing’ lease so there will be no maintenance costs. JB points out that legal costs for the lease are normally passed on to whoever has requested the lease. MKB has a model lease for village halls which could hopefully be adapted. The overall legal costs for setting up the leases (if the leases for the VHMC (Village Hall Management Committee) and the SC are identical) should be reduced; but could still amount to over £500 each.

SC points out that the VHMC and SC should be treated similarly when dealing with the leases. ST feels that the relationships between the PC and the VHMC and the PC and the SC are fundamentally different. The VHMC is a registered charity dedicated to the village, with a committee comprising of Finmere residents, and the SC exists for the benefit of its members, most of whom are not from Finmere, including their committee. ST feels these factors should be taken into account when the PC decides the rent and other aspects of the lease agreements.

MKB is to have the heads of terms prepared by the end of next week so that this matter can be progressed. Some of the monies collected will be for putting by in order to have money to replace the mower when required. SC is to investigate how the PC can ‘ earmark’ reserves for such a purpose. c/f

- 5.06 **Fulwell Rd Manhole Cover** SC has again emailed MW to ask when the permission for BT to carry out repairs will be available. No reply has been received. c/f
- 5.07 **Stable Close Bund Issues** SC has sent a letter to residents regarding the trees on the bund and has had no further requests for information or any complaints. The PC still need to have a working party, which will now be next year, to clear the ivy. Quotes for the cutting of the branches need to be checked and the work ordered. c/f
- 5.08 **Stable Close Fencing** This work is still outstanding. c/f
- 5.09 **Data Protection Contract Progress** SC has now taken over the website. The domain is registered with annual renewal and the website is up and running. The initial cost was £6 for both the monthly cost of the website and the domain registration. The sum going forward will be £6 pcm. This sum is to be paid by SC as the domain account is registered to her card. The amount paid to SC for internet costs can be raised by £6 to deal with this and a payment of £6 made to reimburse the first months cost. Proposed ST, seconded MKB, carried unanimously.

The website itself is proving challenging as Paul Nash (PN), former website administrator, actually designed the site himself using HTML. SC and PN are working together on any teething problems. The OALC November update contained more information on the upcoming transparency changes for websites, dealing with accessibility for the disabled. These will include the need for the site to be navigable by keyboard rather than mouse, correct colour schemes and easily opened and read documents and links. These regulations do not come into force until 2020 and more information will be available next year. c/f

- 5.10 **Dog Mess on the Field** SC has emailed Chris Cundy, CDC dog warden regarding loose dogs and he has confirmed that he has received some complaints from the village in the past. This item was not included in the newsletter as there was no room. c/f
- 5.11 **Trees of Remembrance Project** The first Rowan tree has been planted near the bench by PG and MK. The second tree will need to be planted on the field if possible. ST is to ask the village hall and playing field committee for their preferred location. c/f
- 5.12 **White Line Painting** SC has emailed MW to inform him of the error over the location of the missed 'SLOW' sign.
- 5.13 **Queen Victoria's Jubilee Tree** MK and PG have carried out the work of clearing any suckers/undergrowth.
- 5.14 **Comet Bus Service** SC has informed IC that the PC are happy to contribute to the continuation of the service. IC thanks the PC. No invoice has been received yet. There should be a newsletter soon to publicise this service. c/f
- 5.15 **Newspaper Deliveries** The scheme to continue newspaper delivery is being coordinated by Clive Birch, resident.
- 5.16 **Salt and Grit Bins** SC has ordered the free bag of salt but it has not yet arrived. The replacement bin for the Cross Tree has arrived and has been placed, fully loaded. MK was present when it was delivered and was able to suggest the best placement. c/f

6. FINANCIAL REPORT (21.48)

The monthly financial report was presented.

It was reported that there was £7,278.15 in the Treasurer Account and £4,807.42 in the Business Money Manager Account.

The following had been paid out during November:

£100.00 to Royal British Legion (S145 – for memorial wreath)
 £390.00 to John Donaldson (running costs – grass cutting)
 £296.07 to SC (general admin – for Clerk and RFO duties and internet costs)

MKB presented a cheque to the PC for £157.00, the quiz proceeds which the Red Lion pub kindly donated toward the purchase of the Christmas lights.

JB presented an invoice to the PC in the sum of £187.10 for the purchase of the Christmas lights, which have been successfully installed in the Cross Tree jubilee tree. This is to be paid by bacs, proposed MKB, seconded ST, carried unanimously. The asset register will

need to be updated to reflect the cost price of the new lights, from £159 to £155.92. The old lights were disposed of.

7. S19/S137/URGENT BUSINESS (21.53)

No requests for funding were received. No urgent business was carried out.

8. FINMERE LANDFILL SITE UPDATE (21.54)

This item was covered in the quarry liaison meeting report at Section 4 above.

9. PLAYING FIELD PROGRESS AND CONDITION (21.55)

The sorting out of the lease is still ongoing in conjunction now with the Sports Association lease.

MK confirms that he has walked the field this month and all is well.

10. NEW RESIDENTS NOTIFICATIONS (21.57)

SC is awaiting information from Phillip Rushforth (PR), village hall bookings secretary, as he is away until Wednesday. JB suggests that the bus timetable should also be added to the letter as it is only small and does not really need a link.

11. SAFEGUARDING POLICY/GRIEVANCE & DISCIPLINARY PROCEDURE (22.00)

The safeguarding policy having been circulated it is adopted by the PC. Proposed MKB, seconded ST, carried unanimously. It is not felt that any training is necessary at the moment as none of the PC activities involve children or vulnerable adults. It is not felt necessary to send the whole document to volunteers, but SC is to inform them that a policy has been adopted and that it is on the website for them to access.

The Grievance and Disciplinary Procedure had to be amended to include extra wording to refer to the safeguarding policy. The PC adopted the revised version, proposed MKB, seconded MK.

SC is to ensure that updated documents are placed on the web.

12. SPINNEY ACQUISITION FUNDING/TPO (22.05)

Before any price can be agreed and funding applied for the matter of the TPO needs to be sorted out. MKB has spoken to Martin Ayres (MA), Chairman of the Mixbury Trust. MA will talk with the other Trustees and feedback to MKB. As requested BC has written an

appeal for the trees, detailing their history and their importance to the village. This will be submitted along with the TPO request.

13. PLANNING APPLICATIONS (20.07)

This item was discussed after Section 4 – see above.

18/01652/LB – Finmere House, Banbury Rd – replace sash window to front of property with a new solid wood window – permission subject to conditions

18/01875/F – Land adjoining and west of the Kings Head, Banbury Rd – erection of 6 dwellings with new vehicular access – this is a finalised version of the draft ideas that were presented to the PC some time ago by the developers. There are more houses in this final version and there are less 2 bed houses. These are not valid grounds for any objection.

The member of the public present is asked to speak at this point and explains that the residents of the neighbouring properties would like a 6' fence to be put up to give some screening to their property, also it would be best if plot 6 could be moved forward slightly and to the west a little to avoid a direct eyeline with the existing house's windows.

MKB is to take this and circulate comments through urgent business.

14. CORRESPONDENCE (22.09)

Correspondence for meeting -

Invoice from Ionos 1&1 – see Section 5.09 above

Indicative tax base information – this figure relates to population and the setting of the precept and it has been reduced for next year from 216.8 to 215.5.

A box of leaflets and cards from the NHS regarding winter health had been received – it was felt best to leave it on display in the hall for users to access – SC is to inform PR.

Emails printed -

ICO renewal notice – in the sum of £40 – to be paid by cheque, proposed ST, seconded MK, carried unanimously

HS2 warning – individuals have been posing as HS2 officials in order to obtain entry to fields and woods, they even have insignia on their vehicle.

OCC planning consultation – this is to be circulated

School funding progress – IC informs the PC of continuing progress on obtaining funding for a new school entrance

Emails corresponding to issues dealt with above

Emails forwarded -

Cherwell Parish Liaison meeting report – for information

TTRO – planned closure of Water Stratford Rd on Feb 18th 2019 – for information – this should be placed on the web

OALC November update – for information

County update from IC – for information

Usual reports – for information

15. ANY OTHER BUSINESS (22.15)

Silent Soldier ST asked when it was necessary to take down the Silent Soldier. OCC waived planning permission on the soldiers providing they were removed at the end of the year. ST will remove the soldier as nearly as possible to that date. Storage will need to be discussed.

Litter JB reports that she has found a lot of litter, mostly food wrappers and enough to fill a carrier bag, on several Wednesday evenings in an area adjacent to the old railway crossing entrance on Water Stratford Road. Councillors are to be aware.

Planning Issues MK has been approached by a builder working for a resident. He is having problems with planning, being referred back and forth regarding the type of stone and precise design features to be used in a porch. MK explained that this is not in the remit of the PC.

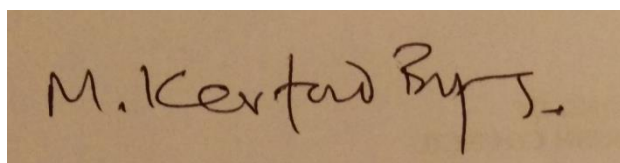
16. DATE OF NEXT MEETING (22.24)

The date of the next meeting is January 8th 2019.

Meeting closed at 22.25.

CORRESPONDENCE CIRCULATED

Clerks and Councils Direct November 2018



M. Kerford By J.