

MEETING OF
FINMERE PARISH COUNCIL

Minutes of meeting held on 6th November 2018 in Finmere Village Hall

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

In attendance:- Sharron Chalcraft (SC) (Parish Clerk and RFO)

1. Apologies:- No apologies were received

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 2nd of October 2018 were approved with corrections.

4. MATTERS ARISING (19.35)

4.01 **Cross Tree Turf and Drainage Problems** SC contacted County Councillor Ian Corkin (IC) on all highways issues as discussed at the October meeting. Mike Wasley (MW), OCC Highways, has now been in touch and has visited the village and looked at the various issues in the company of MKB. The matter of the blocked gully has been placed on the 28 day list for action. c/f

4.02 **Cross Tree Signpost** MKB is waiting to hear further on this issue. c/f

4.03 **Traffic problems in Valley Rd/Mere Rd** As for Item 4.01 above. MW has given the emergency vehicle warning signs to MKB. ST takes them and will look at appropriate locations for them in the near future. The HGV warning sign will be moved from the top of Valley Road to the eastern end of Old Banbury Rd this financial year. ST points out that following MW's meeting with Clive Birch, resident, earlier in the year the issue of a sign for Mere Road was raised, to deter vehicles entering that part of the village. SC is to remind MW of this. c/f

4.04 **Fencing & Stile for Stable Close bund boundary** This work is still to be carried out over the autumn. JB confirms that the contractor hopes to carry it out soon. c/f

4.05 **Sports Pavilion Issues** There has been no further meeting with the Sports Club. ST contacted the club's representatives asking for a meeting, and for clarification on their

contribution towards grass cutting but has had no reply. MKB confirms that the club has been in touch with him, they seem to have misunderstood and thought that a contribution toward the mower was still being sought. MKB feels it is better to keep the management of things between the PC and the Village Hall and Playing Field Committee, with the Sports Club as customers, albeit with a lease on the pavilion.

ST points out that, even though Trevor Jones, resident, is happy to mow the field on a voluntary basis for the village as has always been the case, and will be happy to do so indefinitely, there will still be ongoing costs for mowing, a replacement mower will need to be budgeted for so that such a large sum is not required at once in future. Replacement blades and sharpening also cost money as does petrol. MKB feels that it may well be necessary at some point in the future to pay for mowing, a volunteer may not be forthcoming if Trevor Jones is unable to continue for any reason. ST does not feel that any charge for labour should be made while a volunteer is in place. The field is currently cut weekly in order to keep it in good trim. It is felt that money should be charged to the Sports Club on a usage basis, and that this should include a charge for the current financial year, 2018-19, as the club were aware of the situation and the need to raise money for mowing before April. Given the fees charged by other PC's it is felt that a one-off charge for the current year should be made, to be divided between the cricket and football teams as the Sports Club decides, with negotiations continuing over subsequent charges.

There needs to be another meeting with the Sports Club representatives to discuss and decide this issue. There has been a request from Jon How of the Football Club regarding landowner permission forms to enable a grant application. This matter could be sorted out at a meeting also. MKB and ST are to liaise with the Sports Club and arrange such a meeting.

The gutter is still sprung and this matter will be raised at the meeting. c/f

- 4.06 **Fulwell Rd Manhole Cover** BT are still unable to confirm a date for the replacement of this cover. Their contractor had scheduled the job for September, but permission is needed from OCC Highways and this has not been forthcoming. SC has contacted MW regarding this issue. c/f
- 4.07 **Pothole at Old Banbury Rd corner** IC has reported that, following the submission of photographs by a resident of the 'Finmere Lido' as he described it, both OCC and Bucks CC representatives have met and looked at the situation and a joint action to install the appropriate gullies is now being planned.
- 4.08 **Stable Close Bund Issues** The CDC Arboricultural Officer has now visited the village and looked at the bund and its trees. He felt that the trees were in good heart and that the bund is an asset to the area. He confirmed that it would be unnecessary and undesirable to fell any trees. His advice is to clear ivy from the trees, a band of about 60cm round the base of each trunk should be sufficient except in the case of the overhanging tree, where he recommends clearing all the ivy from the trunk and from round the base of the tree for a 1m diameter circle. The higher branches of this tree on the northern side could also be cut off, in order to reassure residents. There was no imminent risk from any tree.

For ongoing maintenance, he suggests that the PC undertake an inspection of the bund annually and keep an area of each tree trunk free from ivy. As they were planted quite closely the silver birches may continue to grow and require some remedial action, but not for some time yet. Residents do, of course, have the right to remove any overhanging branches or ivy which cause a problem by encroaching on their property.

Both MK and KG got quotes last winter for various works on the trees, also JB obtained a quote for cutting back the overhanging tree last year. She is to resurrect this quote. None of the quotes included work on the ivy. It is felt that this could be dealt with by a working party. SC is to write to all residents affected and explain the proposed actions. c/f

- 4.09 **Stable Close Fencing** This work is still outstanding. c/f
- 4.10 **Data Protection Contract Progress** SC is to liaise with Paul Nash (PN), Website Administrator, and transfer the site in the next couple of weeks as the current agreement ends on November 30th. All email addresses, and their emails, will be deleted at this point so all councillors need to make sure they have saved any necessary data from these emails. c/f
- 4.11 **Dog Mess on the Field** SC has received an email from Chris Cundy, CDC dog warden, with an attached article on dog fouling for inclusion in the newsletter. Nothing can really be done about loose dogs unless the identity of the dogs, and therefore their owner, is known. Any villager can report this matter to Chris in confidence. This is to be an item in the next newsletter. c/f
- 4.12 **Spinney Acquisition Funding** SC checked back in the minutes and circulated the valuation figure from Marcus Blake, which was definitely given after the discovery of the ransom strip. The CDC Arboricultural Officer also visited the spinney with MKB and was very impressed by it. The trees have 40 – 100 years of life left. The whole spinney should qualify for a ‘blanket’ TPO as it is a significant community asset, something not often associated with play areas. Any individual or body can apply for a TPO on any tree/s, there is no charge. The placing of a TPO typically takes 28 days from application. It is felt that the PC should inform the Mixbury Trust, out of courtesy, that they are planning to apply for a TPO. Barbara Cunningham, resident, who was closely involved in the planting and maintaining of the spinney trees when the village hall was built, has agreed to write a defence of them to CDC in support of a TPO application.

ST feels that the offers made so far to the Mixbury Trust have obviously been far too low, given the speed of their rejection. The desire to buy the spinney and secure it for the village had first been expressed many years ago and negotiations have been going on since before he became a councillor. The Mixbury Trust is a local charity and it is only right to be reasonable in dealings with them. He suggests offering a much larger sum, given that funding from landfill tax and HS2 are currently available, and may not be for much longer. This would enable things to move along and would avoid any risk of another buyer coming forward. This would also make the matter of fencing/equipment appearing in the spinney easier to deal with quickly.

This is to be an agenda item in December.

- 4.13 **HS2 Funding for the School** Cheryl Snudden (CS) of HS2 has confirmed that she will attend the January meeting and will hopefully bring EK representatives with her. However, as yet there is no further information on traffic flows to be expected through the village. MKB confirms that he has heard, in his role as District Councillor, that there are delays in the implementation of the scheme.
- 4.14 **Trees of Remembrance Project** The trees have now arrived and are ready for collection. There are sufficient to enable each PC to take two, a wise precaution as these 'whips' are quite small and vulnerable. The species list available is greater than first thought. MKB is to collect the trees on Thursday 8th and is to try to obtain either two Rowans or a Rowan and a Birch. c/f
- 4.15 **Silent Soldier Scheme** SC ordered the figure, an indemnity form for the Royal British Legion (RBL) was received and completed under urgent business. The figure has now arrived and been put in place by ST. The figure and the accompanying plaque are sited at the base of the Queen Victoria Jubilee tree. The figure has been added to the PC asset register.
- 4.16 **White Line Painting** As for Item 4.01 above. MW confirmed to MKB on their tour of the village that the 'SLOW' sign by the school could not be repainted at the time of the other lines as a car was parked on it. It will be done at a later date, though not at this time of year for reasons of the weather. ST points out that it is the sign by the play area entrance, not the school entrance, that was missed. SC is to confirm this with MW so that he can check the ongoing painting list. c/f
- 4.17 **External Audit Invoice** Paid under urgent business following an explanation of charges by Moore Stephens.
- 4.18 **Poppy Wreath Donation** KG confirms that the wreath has arrived and a cheque is signed for £100 as decided at the October meeting.
- 4.19 **Revised Standing Orders** These have been placed on the web.
- 4.20 **Additional Dog Bin** This has been ordered and added to the PC asset register.
- 4.21 **Christmas Tree Lights/Carol Service** The pub quiz on Monday night raised £157 toward the cost of new lights. JB has obtained various prices for replacement lights and it is decided to place an order for several strings, which can be joined together, with Festive Lighting Co as they are the most reasonably priced. JB is to order lights and fittings to the value of the pub donation, proposed ST, seconded MKB, carried unanimously.

Mrs Sylvia Barnes will be delighted to switch on the lights and was thankful and honoured to be asked.

4.22 **Queen Victoria's Jubilee Tree** No work was carried out by ST, siting the soldier figure was quite a task. JB will take a look at any suckers that need removing when the Christmas lights are being put up.

5. FINANCIAL REPORT (20.50)

The monthly financial report was presented.

It was reported that there was £7,964.22 in the Treasurer Account and £4,807.42 in the Business Money Manager Account.

The following had been paid out during October:

£250.00 to Royal British Legion (S137 village benefit – silent soldier donation)

£18.89 to e.on (running costs – electricity)

£79.99 to SC (general admin – Microsoft Office 365 subscription refund)

£384.00 to Moore Stephens (general admin – external audit)

£195.00 to John Donaldson (running costs – grass cutting)

£296.07 to SC (general admin – for Clerk and RFO duties and internet costs)

6. S19/S137/URGENT BUSINESS (21.00)

No requests for funding were received. The 'Silent Soldier' scheme indemnity form was considered under urgent business, see Item 4.15 above. The payment of the Moore Stephens invoice following clarification was considered under urgent business, see Item 4.17 above. The refund of the subscription for Microsoft Office 365 to SC was considered under urgent business, see Section 5 above. Bus service funding was considered under urgent business. IC contacted the PC regarding the Comet bus service. This replacement for the withdrawn service from Northants has been popular and Finmere has been one of the heaviest users. This service can continue if participating villages are willing to contribute 50% of the cost between them, with heavy users paying £13 pcm and others £8 pcm, the remaining 50% to be funded by IC from the Community Fund. Although considered under urgent business no conclusion had been reached. It is felt that the weekly service, though far from ideal, is a lifeline for the elderly especially and is worth maintaining, at least for a period of time. The PC will pay £13pcm for the service, proposed MKB, seconded KG, carried unanimously. This free service is to be publicised in a newsletter as it is important that villagers use it.

7. FINMERE LANDFILL SITE UPDATE (21.08)

Cell 9 is currently being capped. A no extra waste order has been put in place as too much waste was being left on the hard standing overnight before being placed in the landfill. There is to be a quarry liaison meeting on November 27th and this is to be on the December agenda.

8. PLAYING FIELD PROGRESS AND CONDITION (21.12)

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.

9. NEW RESIDENTS NOTIFICATIONS (21.15)

SC has forwarded the welcome letter to JB who points out that there need to be updates, new councillors need to be added and there are also new organisations using the village hall. It would also be a good idea to put a link to the website for the bus timetable. There are some new residents in Valley Road, MK is to give them a copy of the revised welcome letter. SC is to revise and circulate the welcome letter once the website has been established.

10. NEWSPAPER DELIVERIES (21.20)

The shop in Tingewick has withdrawn its newspaper delivery service. MKB has been ringing round and has found a supplier, Rogers in Buckingham, who are willing to deliver to the village if they have sufficient interest; a minimum of 12 customers would be needed. As this matter had been raised with MKB by Clive Birch, resident, it was felt best that Mr Birch be asked to be a point of contact on this matter if a newsletter is produced. MKB is to ask him.
c/f

11. PLANNING APPLICATIONS (21.30)

18/01408/F – 3 Warren Farm Cottages – two storey front/side extension – permission subject to conditions – this application was discussed at the October meeting although it had arrived too late to be on the agenda.

18/01652/LB – Finmere House, Banbury Rd – replace sash window to front of property with a new solid wood window – the PC has no objections

12. CORRESPONDENCE (21.35)

Correspondence for meeting -

HS2 funding leaflet – taken by MKB for investigation

Aviva Community Fund letter - taken by MKB for investigation

Salt order form – the proforma sheet for ordering the free bag of salt for this year has arrived. JB confirms that a bulk bag would be better than a pallet of small bags. SC is to return the form. The new grit bin has still not arrived, SC is to remind OCC of the need for a replacement.

MKB had received a letter from Anita Bilbo, resident, regarding the proposed HS2 works on archaeological investigations at Widmore Farm. These have been postponed as the landowner has withheld permission.

Emails printed -

Emails corresponding to issues dealt with above

Emails forwarded -

Comet bus service updates and funding request for urgent business – see Section 6 above

Pothole at Old Banbury Rd corner update from IC – see Item 4.07 above

Oxcam Expressway update – for information

Tree of Remembrance update – see Item 4.14 above

Royal British Legion indemnity form – see Item 4.15 above

Finmere road issues update – see various Items above

External auditors reply to charges enquiry – see Item 4.17 above

Office 365 renewal information – see Sections 5 and 6 above

OALC October update – the issue of elections next year does not apply to Finmere/new web access regulations are pending, these cover such things as colour contrasting for the visually impaired etc and will need to be addressed when they are confirmed/external auditor feedback showed that many PC's had been charged under the new regime, though this is partly due to the introduction of new controls rather than simply due to the new provider/a safeguarding policy will need to be added to the PC's governance at some stage, if the December agenda is not too full this could be considered then

HS2 works update – for information

OCC landfill spot check report – for information

Valuation of spinney from 2016 – for information

High Sheriff Awards 2018/19 – no suggestions were made

RSN funding update – for information

Usual reports – for information

13. ANY OTHER BUSINESS (21.43)

No other business was raised.

14. DATE OF NEXT MEETING (21.44)

The date of the next meeting is December 4th.

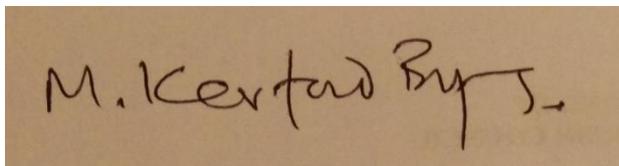
Meeting closed at 21.45.

PG apologises for the December meeting.

CORRESPONDENCE CIRCULATED

Hags brochure/Glasdon brochures/Seton brochures

Insurance of Firework Displays info sheet



M. Kerford By J.