

MEETING OF  
FINMERE PARISH COUNCIL

Minutes of meeting held on 5<sup>th</sup> March 2019 in Finmere Village Hall

Present:- Councillors, Steve Trice (ST) (Acting Chair), Mike Kirby (MK), Peter Goss (PG) and Joanne Brooks (JB)

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

1. Apologies:- Apologies were received from Parish Councillors Mike Kerford-Byrnes (MKB) (Chairman) and Katherine Grimston (KG) (Vice Chairman)

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 traffic issues in Valley Road.

3. MINUTES (19.33)

The minutes of the meeting of 5<sup>th</sup> of February 2019 were approved with corrections.

4. MATTERS ARISING (19.35)

4.01 **HS2/EK** It would seem that MKB has still not received the slide presentation for inclusion in a newsletter. SC has informed Cheryl Snudden (CS), HS2, of the publications which are delivered in the village. It is felt that it would be a good thing for the PC to take their own photographs of local roads and verges before the start of any traffic diversions. MK is happy to do that. It is also felt that the PC should push County Councillor Ian Corkin (IC) on the matter of 'quiet tarmac' for the raised part of the road near the village. SC is to contact him. c/f

4.02 **Cross Tree Drainage Problems** Following a reply from Mike Wasley (MW), OCC Highways, and a referral to Wayne Baker (WB), OCC Highways/Drainage this matter has been resolved, the gully is now clear.

4.03 **Cross Tree Signpost** MKB has ordered the replacement 'finger' for the post and delivery is expected in three weeks. c/f

4.04 **Traffic problems in Valley Rd/Mere Rd** MW has confirmed that HGV deterrent signs will be placed at the end of Mere Road, near the Red Lion, and at the Valley Rd/Old Banbury Rd junction in the next financial year.

4.05 **Fencing & Stile for Stable Close bund boundary** The work is still outstanding. c/f

- 4.06 **Sports Pavilion Issues** There has still been no meeting with the Sports Club (SC) and at the moment negotiations on the lease are on hold as the SC are contesting the PC's ownership of the pavilion. MKB has been in touch with the solicitors who handled the sale of the field and they confirm that the pavilion does now belong to the PC. Their advice has been forwarded to the SC. The SC has sent a cheque for £500 for grass cutting costs for 2018. ST points out that the income from grass cutting was to be shared equally between the PC and the Village Hall Committee, in order to offset their shared costs in replacing the mower and fuelling/maintaining it. The mower is currently being serviced, with an estimated cost of £375. SC is to bank the cheque and this matter is to be confirmed at the April meeting or under urgent business. c/f
- 4.07 **Fulwell Rd Manhole Cover** MW confirmed that nothing had been heard from a BT contractor at OCC Highways, and that OCC would only be needed to give permission if traffic disruption was to take place. It may be that there would need to be some road closure as this is a very bad bend. SC has again contacted BT who now have no record of the report. An engineer is being deployed to check the manhole and put in train the necessary works. SC is to ring again on Monday 11<sup>th</sup> to check on progress. c/f
- 4.08 **Stable Close Bund Issues** The PC is to carry out the work on Saturday March 16<sup>th</sup>, meeting at 10am. c/f
- 4.09 **Stable Close Fencing** This work is still outstanding. MK and PG are to speak to the resident who had volunteered, it may be that he is no longer able to carry out the work. c/f
- 4.10 **Trees of Remembrance Project** The VHMC (Village Hall Management Committee) have decided to put the second tree near the play area, perhaps to replace the tree which has had to be cut down, and ST confirms that PG still has the whip in his garden. This work may be able to be carried out by the working party on the 16<sup>th</sup>. c/f
- 4.11 **Comet Bus Service** SC has not heard from IC yet. SC is to check with MKB whether this item is in the next newsletter. c/f
- 4.12 **Spinney Acquisition Funding** MKB has heard from Martin Ayres, head of the Mixbury Trust, regarding the Trust's feelings about a TPO. The Trust cannot support a TPO application as it will devalue the land which is an asset of their charity. They do however completely understand why such a TPO would be desirable to people in the village. ST feels that the PC needs to make an improved offer for the spinney in order to free the logjam on this matter. It would have to be made clear that any higher offer was subject to funding being available as the PC does not have the funds readily to hand. MKB is to be asked to deliver such an offer. Proposed ST, seconded PG, carried unanimously. c/f
- 4.13 **Defibrillator Guardianship** The school are not happy to take on the weekly tasks, even though they would have loved to. As they are a small school all such extra tasks inevitably devolve on staff, who are already fully stretched. MK agrees to take on the

weekly checks. The school also raised the point of extra equipment, they have seen a list which includes a torch and high vis vest. There would not be any room for such items in the cabinet, though a pair of scissors may be useful for removing clothing if necessary. MK also had some problem with the weekly check as there is no obvious 'green light' on the defibrillator. It may be that different models vary. MK is to obtain the model number and contact SCAS for advice, both about the green light and the extra equipment list.

- 4.14 **MW.0003/19 – Finmere Quarry – Section 73 application to vary the pre and post settlement contours, to amend the deadlines for the completion of landfilling, capping and restoration and to make minor revisions to the position of the internal boundaries and to the landfill sequence** – PC comment of no objection was submitted.
- 4.15 **Citizen's Advice** The sum of £75 has been donated.
- 4.16 **Spring Clean** The form has been returned. SC has produced a poster, to be put up toward the end of March. The poster has been sent to the school for inclusion in the newsletter (pupils can no longer take notes home in book bags).
- 4.17 **Dog mess email** MKB's email concerning ways of tackling this problem has been forwarded to KG by SC.
- 4.18 **Leader funding news** No projects spring to mind for this funding. JB has been involved in a Leader funding application before and explains that the amount of work involved is hardly worth it for a very small sum. Any ideas for submission are to be circulated under urgent business.
- 4.19 **Risk Assessment Training** SC has forwarded the details to JB and she is happy to attend. The cost is £45+VAT. SC is to book a place on the course for JB, proposed ST, seconded PG, carried unanimously.
- 4.20 **CDC and Salvation Army Funding** SC has submitted a query to CDC as to why they are taking half the proceeds from the clothing bank in the village and why the PC has not been informed. There is a six-week waiting time for financial queries. c/f
- 4.21 **Annual Meeting Date Change** SC has booked the hall and Phillip Rushforth, bookings manager, has confirmed. The date has been changed from May 7<sup>th</sup> to May 14<sup>th</sup> on the website. MK apologises for the new date.

## 5. FINANCIAL REPORT (21.05)

The monthly financial report was presented.

It was reported that there was £5,473.09 in the Treasurer Account and £4,809.82 in the Business Money Manager Account.

The following had been paid out during February:

£175.04 to John Hicks (Running costs – playing fields – play area inspection)

£75.00 to Citizen's Advice (S137 (LG Act 1972) Village Benefit

£297.27 to SC (general admin – for Clerk and RFO duties and internet and website costs)

Details of the salary increase to come into effect on April 1<sup>st</sup> have been received. The SCP (Salary/Spinal Column Points) have been reviewed and consolidated. The old band 24, which SC is paid, now becomes SCP 15. The new hourly rate is £11.91. SC is to pay herself this rate from April 1<sup>st</sup>, proposed MK, seconded JB, carried unanimously.

Invoices have been received in respect of PC and Clerk memberships:

Society of Local Council Clerks - £89 – proposed ST, seconded PG, carried unanimously

Community First - £55 – proposed MK, seconded PG, carried unanimously

OALC - £138.97 – proposed ST, seconded JB, carried unanimously

OPFA - £42 – proposed ST, seconded MK, carried unanimously

#### 6. S19/S137/URGENT BUSINESS (21.22)

No requests for funding had been received. No urgent business had been carried out.

#### 7. FINMERE LANDFILL SITE UPDATE (21.23)

There have been odour problems at the site this month due to removal of over tipping on Cell 7. A lot of complaints were submitted and an odour atomising unit with its own bowser was brought in, dispensing a cherry scent. The EA suggested an odour neutraliser would be better than a masking cherry scent. IC has sent an email to say that this situation needs watching very carefully.

Six more planning applications are soon to be submitted. These are far more controversial and the landfill operators are to hold open sessions at the village hall on Monday March 11<sup>th</sup>, from 2.30 to 4.30 and 6.00 till 8.00. The plans cover more extraction from fields in front of the mound, retention of sand and gravel processing equipment, the excavation of three more cells to contain waste, extracting recyclable aggregates from imported material, extracting more clay to the south of Foxley Fields farm, continuing use of the MRF for the duration of landfilling and changing the restoration plan for the area to include woodland, nature conservation and a pond. MKB is to produce a newsletter and this item will be on the April agenda.

#### 8. PLAYING FIELD PROGRESS AND CONDITION (21.35)

The sorting out of the leases is still ongoing.

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

SC paid the invoice for last year's play area inspections. John Hicks has submitted a tender for inspecting them this year. ST takes this for the VHMC.

The tree obstructing power lines has been removed and the wire on the supports replaced with sleeves.

SC has written a note for residents of Stable Close concerning the removal of the ride on animals in the play area there. This is accepted with some alterations. SC is to circulate it to residents and MKB will put this matter in the newsletter.

#### 9. NEW RESIDENTS NOTIFICATIONS (21.36)

The new welcome letter has been circulated. There are no new residents this month.

#### 10. PARISH REMUNERATION PANEL'S REPORT (21.37)

The issue of paying allowances was looked at in detail at the January meeting when the budget and precept were decided on. The report has been circulated. The PC does not wish to pay allowances for the 2019/20 financial year, proposed ST, seconded JB, carried unanimously. SC is to place the confirmation sheet on the notice boards.

#### 11. PREPARATION FOR THE DEATH OF A SENIOR NATIONAL FIGURE (21.40)

Guidelines for the actions to be taken in the event of the death of a senior national figure have been circulated by OALC. In the event of such a death the Lord Lieutenant's Office handles the majority of the organising and will cascade information (timings, official forms of words etc) down to all Parish Councils. It is decided that it would be nice to place the announcement on the PC's website, proposed ST, seconded JB, carried unanimously. It will be up to MKB as the Chairman to decide whether he wishes to add a statement. It is not felt necessary for the village to open a Book of Condolence. This would require a lot of organisation and many volunteer hours to supervise. There are certain to be books in Banbury, Buckingham and Bicester that villagers can sign. It will also be up to MKB as the Chairman to decide whether he wishes to deliver a Chairman's Address, presumably this would be at a Church Service or at the start of a PC meeting if it coincided. As regards the marking of a silence or placing of floral tributes it is thought best to liaise with the Church. SC is to contact Revd Alice Goodall and see what information she has received and what plans if any are in place.

#### 12. PLANNING APPLICATIONS (21.47)

18/02235/F – Wyndham Rose, Mere Road – Front porch, infill to existing side porch, removal of existing chimney stack, loft conversion and one and two storey extensions to the rear – Nobody has any objection on planning grounds, but it is thought best to consult the neighbours as this is a sizeable alteration. MK will visit the neighbours and circulate the

resulting comments under urgent business.

### 13. CORRESPONDENCE (21.55)

#### **Correspondence for meeting –**

BHIB insurance of trees information – for information

OPFA Membership renewal - £42 – see Section 5 above

OALC Subscription - £138.97 – see Section 5 above

Community First Membership renewal - £55 – see Section 5 above

SLCC Membership renewal - £89 – see Section 5 above

#### **Emails printed –**

John Hicks – offer to inspect playground this year – see Section 8 above

Oxfordshire Plan information – for information

IC – landfill problems – see Section 7 above

Fianders – resignation as footpath wardens – Rosemary and Roger Fiander have emailed to say that they would like to resign. SC has thanked them for all their efforts and requested their Ramblers Association contact information for the next incumbent. It is thought best to ask for volunteers in the newsletter.

#### **Emails forwarded –**

Remuneration Panel report – see Section 10 above

Mike Wasley and Wayne Barker emails regarding traffic/drainage issues – see various items in Section 4 above

Sports pavilion minute extracts (as requested by the Sports Association) – for information

Defibrillator checklist – see Section 4.13 above

Back in Time series request for participants – for information

OALC February update – several items of interest were in this month's report:

Leader funding – see Section 4.18 above

Welcome Pack for new Councillors – SC is to make sure we have all the requirements

Registering of Parish Council Land – all PC land is now correctly listed

Communication with your Community – for information

Enforcement of Civil Parking Regulations – this is more applicable for towns

Parish Liaison meeting review – for information

Highway Team information – for information

Usual reports

14. ANY OTHER BUSINESS (22.12)

**Loose Manhole Cover** ST reports that the manhole cover in the verge in front of Coniston, Mere Road, is still loose, despite having been reported last year. SC is to report this on fix-my-street and also contact the water companies.

15. DATE OF NEXT MEETING (22.14)

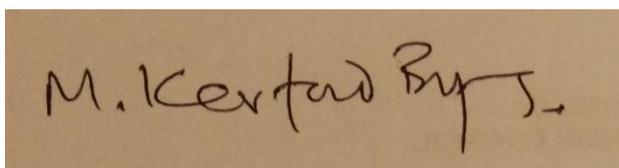
The date of the next meeting is April 2<sup>nd</sup> 2019.

Meeting closed at 22.15.

CORRESPONDENCE CIRCULATED

Oxfordshire Plan consultation news

Clerks and Councils direct March 2019

A rectangular area containing a handwritten signature in black ink on a light brown background. The signature reads "M. Kerford By J.".