

MEETING OF
FINMERE PARISH COUNCIL

Minutes of meeting held on 5th November 2019 in Finmere Village Hall

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

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

1. APOLOGIES (19.31)

Apologies were received from County Councillor Ian Corkin (IC) and Councillor Peter Goss (PG).

2. DECLARATIONS OF INTEREST AND INVOLVEMENT (19.32)

ST declared an involvement in issues involving the Village Hall Management Committee (VHMC). TA declared an involvement in issues involving the VE Day celebrations.

3. MINUTES (19.33)

The minutes of the meeting of 1st of October 2019 were approved with corrections.

4. MATTERS ARISING (19.35)

4.01 **Sports Pavilion Issues** A meeting with the Sports Club is still to be arranged, it will hopefully take place on the last Tuesday in November, the 26th. SC has received the grass cutting payment of £500.00 from Katy Whitton, Sports Club Secretary. The gutter has not been mended yet and there will now need to be repairs to surrounding timbers. c/f

4.02 **Spinney Acquisition Funding** JB has had confirmation from Revd Alice Goodall that the letter to the Charities Commission regarding the PC offer was sent some six weeks ago. It may be some time before there is a reply. MKB has written to the Poor's Plot asking whether they are able to help with a donation. c/f

4.03 **Defibrillator Guardianship** SC has emailed the school twice to ask whether it would be possible to fit a low-level solar light above the cabinet but has had no reply. The replacement pads have arrived and been fitted by MK. SC is to be reimbursed for the cost of £37.14 proposed MKB, seconded MK, carried unanimously. TA offers to contact a friend who works with St Johns Ambulance who could perhaps use the out of date pads for training purposes or, if not, could advise on recycling them. c/f

- 4.04 **CDC and Salvation Army Funding** IC took up this issue and Ian Upstone, CDC, instructed payment of £130 to be made, this sum being monies collected up to June 2019. So far, no payment has been received and SC has again emailed all parties concerned but received no reply. c/f
- 4.05 **Preparation for the Death of a Senior National Figure** SC has received and circulated an email from Revd Alice Goodall. The Shelswell Benefice have put plans in place for this event which include the provision of a book of condolence and which also include the use of the Church for any announcements, tributes etc. In light of this information it was decided not to continue with the purchase of materials decided at the October meeting. SC is to inform Revd Goodall of the PC plans regarding use of the Church and this matter can now be removed from the agenda.
- 4.06 **Parish Footpath Warden** MKB has forwarded the details of the confirmed volunteer this evening and SC will now send him all the relevant documentation and contact details. This matter can now be removed from the agenda.
- 4.07 **Trees of Remembrance** The second tree has now been planted on the playing field and is healthy. SC has sourced a metal plaque at a cost of around £30.00. SC is to forward details of the suppliers to KG who will organise the wording for the plaques and order one for each tree. c/f
- 4.08 **Winter Salt Supply** SC has contacted OCC who will deliver the free bag and remove the two spoiled bags at the same time. No delivery has taken place yet, SC is to chase this up. c/f
- 4.09 **VE Day Road Closure** SC has circulated further, more detailed, advice from OALC. There is no specific information about road closures. KG and JB confirm that a group of villagers are now involved and a display of memorabilia, which should cover ten tables, has been proposed along with a barbecue at the Church. TA wants the pub to take part in the celebrations and it is felt that the two ends of the village should host the event, with probably commemorations and a barbecue at the Church in the afternoon and festivities in the evening at the pub. The two could possibly be linked by something such as a procession. KG, JB and TA are to carry on coordinating the PC efforts to work alongside the Church and villagers. This is to be an agenda item in February.
- 4.10 **War Memorial Connections** KG has now found some connections with names on the memorial and also in connection with the cross displayed within the Church. MK was at school with one of the family associated with this cross. TA will attempt to find more connections through social media. KG and TA will continue to work on this as part of the coordination of preparations for VE Day. This is to be an agenda item in February.
- 4.11 **Office 365 Invoice** Reimbursement has been paid to SC as she paid the subscription.
- 4.12 **Queen Victoria's Jubilee Tree** Works have been carried out.

- 4.13 **Silent Soldier and Memorial Wreath** The silent soldier figure has been put in place on the Cross Tree triangle by KG and is now illuminated by a light provided by TA. The wreath has been ordered. KG is to inform SC when it arrives so that the donation can be sent. c/f
- 4.14 **Lorry landfill access** Fix-my-street has generated a survey response to SC regarding the completion of this report. Councillors confirm that there are no new signs in place. SC is to report this to fix-my-street.
- 4.15 **School Academy proposal** MKB has not had much chance to talk to the Headteacher about this but it appears that both the Head and the parents approved of the idea at a recent meeting.
- 4.16 **Newsletter** This has been produced and MKB distributes copies for delivery. The PCC Cheese and Wine invitations are included for delivery and JB thanks Councillors for delivering them with the newsletters, and thanks MKB for printing them.
- 4.17 **Christmas lights** JB has disposed of the damaged string and purchased a new string at a cost of £22.98. SC is to reimburse JB, proposed MKB, seconded ST, carried unanimously.

5. FINANCIAL REPORT (20.10)

The monthly financial report was presented.

It was reported that there was £11,594.94 in the Treasurer Account and £4,817.01 in the Business Money Manager Account.

The following had been paid in during October:

£500.00 from Finmere Sports Club (grass cutting contribution)

The following had been paid out during October:

£195 to John Donaldson – running costs – grass cutting

£23.32 to e.on – running costs – electricity and consumables

£79.99 to Microsoft (c/o SC) – general admin - subscriptions

£303.95 to SC (general admin – for Clerk and RFO duties and internet and website costs)

Following the discussion of ongoing costs to the VHMC it was decided that a contribution should be made to the VHMC for village hall maintenance in the sum of £250.00, proposed MKB, seconded TA, carried unanimously.

6. S19/S137/URGENT BUSINESS (20.25)

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

7. FINMERE LANDFILL SITE UPDATE (20.30)

The EA are still very much on the case with the operators. A nasty smell was detected some 2 or 3 weeks ago, this was due to the failure of the gas converter and the subsequent failure of telemetry that meant this fault was not flagged up. The local operatives did not notice the problem. The site is now rated F, the lowest grade possible, and will have to pay three times as much for its inspection bill next year. There is to be a quarry liaison meeting in December, but at a date after the next PC meeting. TA asks to attend the meeting and MKB will let him know the details.

8. PLAYING FIELD PROGRESS AND CONDITION (20.40)

The sorting out of the leases is still ongoing.

MK confirms that he has walked the field this month and all is well. MK also confirms that he has been carrying out the weekly checks on the play area.

9. NEW RESIDENTS NOTIFICATIONS (20.43)

There are new residents in Mere Rd this month, TA will deliver a letter to them.

10. GDPR – AUDIT QUESTIONNAIRES AND INTERNAL REGISTER OF PROCESSING ACTIVITY SHEETS (20.48)

SC now has completed audit questionnaires from MK, ST and PG. JB hands her form in and SC confirms no corrections are needed. KG, TA and MKB are hopefully to complete their forms by next month. SC now has completed internal processing sheets from JB. All others are to hopefully complete their sheets by next month. SC has placed the disposal policy on the website. This is to be an agenda item in December.

11. PROBLEMS WITH DOG MESS (20.55)

The PC had received an email from Phillip Rushforth (PR), Bookings Manager for the Village Hall, passing on the worries of a hall user concerning dog mess in the vicinity of the play area equipment. ST and MK both confirm that they have found dog mess in more than one place on the field on recent visits, ST has twice examined the play area since receipt of this email and has found deposits in more than one place in the play area, close to the play equipment. ST feels that as the landowner the PC has a duty of care to protect the health and safety of children using the play area, and that as such the PC should require that the play area is fenced off, as is common practice with children's play areas. This will also have the benefit of protecting children from any problems when excess vehicles park on the field as well as from possible attacks by unaccompanied dogs. The PC will again raise this matter in the next newsletter, explaining that severe restrictions may have to be put in place regarding dogs on the playing field if this matter is not resolved. TA will source some warning signs which can again be placed around the various entry points to the field. However, the matter

of people from outside the village letting their dogs loose on the field and also the matter of uncontrolled dogs running loose on the field with no owner present means that other precautions may need to be taken. ST suggests that he should talk to the Operation Playground committee, both to obtain their views on fencing and to ascertain if there are any funds left over that could be utilised or if they could help with further fundraising. MKB points out that any fence will need to have gates on the line of the right of way that crosses the play area. JB will talk to Heather Donnelly, founder of Scentwork UK, to see if she has any ideas on dog mess control. JB suggests that it may be helpful to attach sheep/chicken wire to the existing post and rail fence that borders the village hall car park to deter loose dogs from accessing the playing field unsupervised. SC is to report these concerns to the Dog Warden.

12. CAROL SERVICE AND CHRISTMAS LIGHTS (21.20)

The carol service will be held on Friday December 6th, 7.15pm by the Cross Tree for the turning on of the lights and 7.30pm at the Church for carols, followed by mulled wine and a mince pie. MKB will read the service if requested. TA suggests asking Alan Jones to turn on the lights, this suggestion is welcomed, TA is to make the request.

13. PLANNING APPLICATIONS (21.25)

19/02015/F – Five Gables, Fulwell Road – New roof over existing front offshoot raising of existing eaves and ridge heights to form accommodation above. Open porch to front. Rendering of existing property – resubmission of 19/01079/F – the resubmission is almost identical to the original application, the PC makes no objection

Informal Consultation on Proposal to Temporarily Divert part of Finmere Bridleway No. 4 and Bridleway No. 7 at Finmere Quarry. Under S257/s261 TCPA 1990 to Enable Mineral Extraction and Restoration – the PC objects to the changes to Bridleway 4 on planning grounds but will not oppose the Bridleway 7 plans. The plans to join Bridleway 7 to Bridleway 6 with a short new route will not be necessary if Bridleway 7 is not diverted

19/02043/F – OS parcel 2440 adjoining and east of Foxley Fields Farm – demolition of three existing barns, construction of a new office building, new parking area, landscaping, drainage and access works – the PC objects to this proposal on planning grounds, with concerns over highway safety and damage to the rural setting by a modern commercial development. HGV's are already using this entrance and could pose a risk to road users. JB suggests that the PC should also push for a time limit on the whole development in the event that building is permitted

14. CORRESPONDENCE (21.45)

Correspondence for meeting –

Defibrillator pads invoice – see Section 5 above

Emails printed –

Issues above

Street light impeded by trees – a concerned villager raised this issue – SC has reported it on fix-my-street and it is now marked ‘under investigation’

Cherwell Parish Liaison meeting invite – MKB is to attend

VE Day information – for information

Council Tax support grant news – this does not affect Finmere as the village never qualified for this support

Emails forwarded –

Issues above

Review of polling stations – no change to Finmere, the village hall remains the polling station

OCC Youth Opportunity fund – for information

OCC Brexit briefing – for information

Police resilience meeting minutes – for information

October OALC update – SC suggests that she should attend the website training session in January as this issue seems to be the next big governance issue. The training costs £50.00. SC is to book this training, proposed MKB, seconded KG, carried unanimously. A revised Clerks manual is now available, which will have a website section, at a cost of £47.50. SC is to purchase this manual, proposed MKB, seconded TA, carried unanimously

Usual reports

15. ANY OTHER BUSINESS (21.50)

Bottle Bank This has become over full with a lot of bottles piled up at the base of it. ST is to ring CDC and inform them so that it can be emptied.

Stable Close Fencing JB confirms that this work has now been done. Nearly all the rails salvaged from the old play area fence were used, the remaining four were too rotted and only good for burning. There are still a lot of leftover rails and one of these could be used to replace the missing rail in the playing field fence. ST is to liaise with the VHMC. An invoice is to follow.

Old Chicken Run JB suggests that the PC should write and thank the owner of the piece of land containing the chicken run for their prompt remedial action on the surrounding fence.

Dog bin in Fulwell Rd This has been hit by a vehicle and is off its post. ST is to check the damage and replace the bin on the post if possible.

Bench by Cross Tree This is in a state of some disrepair with a missing slat to the seat. It is thought that this bench is the responsibility of OCC Highways, SC is to report the matter.

Tree Management JB has made good progress on tree mapping. There are more large trees than thought. A horse chestnut tree beside the Cross Tree bench has canker and will need to be monitored. SC is to report this.

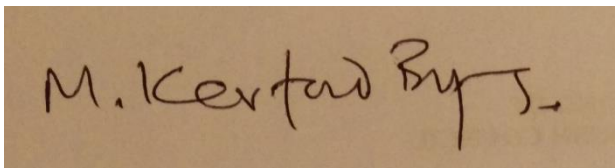
Wooden Animals in Stable Close Play Area SC asks whether these have yet been removed by a working party. They have not. This is to be an agenda item in December.

16. DATE OF NEXT MEETING (22.04)

The date of the next meeting is December 3rd. Meeting closed at 22.05.

CORRESPONDENCE CIRCULATED

Clerks and Councils Direct November 2019

A rectangular area containing a handwritten signature in dark ink on a light brown background. The signature reads "M. Kerford By T." in a cursive, slightly slanted script.