

Minutes of the meeting of Nuneham Courtenay Parish Council held on 2nd July 2019 at the Village Hall

The Chair opened the meeting at 7.07pm

19/40. Present/Apologies

Parish Councillors present: James Fallon, John Peters (Vice-Chair), Madhvi Saini (Chair) and Mandy Rigault.

Also present: Cllr Lorraine Lindsay-Gale (OxonCC), Geoffrey Ferres (Clerk).

Apologies: Cllr Sam Casey-Rerhaye (SODC).

19/41. Declarations of interest

None.

19/42. Parishioners' issues

There were no parishioners present.

19/43. Minutes of the Annual Council Meeting

The minutes of the Annual Council Meeting held on 21st May 2019 were **approved**, then signed on each page by the Chair.

19/44. Minutes of the Extraordinary Council Meeting held on 27th June 2019

The minutes of the Extraordinary Council Meeting held on 27th June 2019 were **approved**, then signed on each page by the Chair.


19/45. Matters arising from the minutes of the Annual Council Meeting held on 21st May 2019

The Clerk had circulated a draft letter of thanks to the parishioner who has tidied up the cycle rack at the south end of the village and a draft letter to be delivered to houses that are missing the shutters required by the Nuneham Courtenay legal Agreement.

The Clerk had neglected to table the revised Risk Assessment for the Council's approval. **Action: Clerk**

19/46. Matters arising from the minutes of the Extraordinary Council Meeting held on 27th June 2019

The Clerk needs to send a signed copy of the Annual Governance and Accountability Return for display in the Noticeboard. The Vice-Chair agreed to put up a copy. **Action: Clerk to send copy to Vice-Chair**

Signed: 

Date: 31/9/19

19/47. County Councillor's report

Cllr Lorraine Lindsay-Gale introduced her written report.

Mandy Rigault said she had contacted Tina Hill, OxonCC's Arboricultural Officer (Vale and South Oxfordshire), on 4th June about the visit she was due to make with Tim Wilde, OxonCC's Senior Technician – Highways to look at the problems the tree roots are causing with the footways. Tina Hill had replied "Tim and I were due to come out on Thursday but unfortunately I have hurt my ankle and can barely walk. I will rearrange with Tim as soon as possible and get back to you with another date."

Cllr Lindsay-Gale said she has allocated all her 2019-20 money so is unable to help the Council with the cost of either the replacement gateways or the defibrillator.

19/48. District Councillor's report

Cllr Sam Casey-Rerhaye had submitted a written report, which had been published on the Council's website.

19/49. Planning

There were no planning applications before the Council.

19/50. Finance


a) The Council **approved** the following payments:

- Nuneham Courtenay Village Hall, £30, hire for two meetings in June
- South Oxfordshire District Council, £100, fee for uncontested election
- G Ferres, £525.32, Clerk pay and expenses Q1
- HMRC, £110.40, PAYE tax deducted Q1.

The Chair and the Vice-Chair then signed the four payments after checking and initialling the supporting papers. **Action: Clerk to make the payments**

b) The Council **agreed** to pay £20 for the hire of the Village Hall for tonight's meeting at the usual rate of £10 per hour for tonight but was unable to make the payment as there was no cheque left in the cheque book the Clerk had brought.

The Council **instructed** the Chair and Vice-Chair to meet the Clerk to sign a cheque for £20 before the next meeting. **Action: Chair, Vice-Chair and Clerk**

Signed: 

Date: 3/9/19

19/51. Correspondence

a) The Council had received an invitation to a Drayton Highways Depot Open Day on Saturday July 20th 2019.
No one wished to attend.

b) The Council had received a message from Chelsie Bickford, Customer Community Adviser for Scottish & Southern Electricity Networks (SSEN): "We are aware that your area has sustained multiple faults over the last year and with your assistance we are going to try and help you become more resilient...
I would like you to know that SSEN can help your Parish in the event of an outage whether that may be with providing generation, food and welfare, filling out resilience plans, giving out glow sticks, distributing Priority Service Register leaflets (for vulnerable customers) and setting up a central hub where people can gather during an outage so we can provide generation and keep the building on power whilst we provide welfare for the community..."

Please could you answer the questions below this is the first step towards resilience planning:


- Does your Parish have a resilience plan?
- In the event of an outage are there facilities we can use to provide generation such as a village hall. This will involve us keeping the hall on power and using it as a place we can provide welfare, food, drinks and a place for the community to gather?
- Who would the Parish like to be the primary contact in the event of storm notifications (please provide a name and number and or email)?
- Are there pockets of vulnerability that we should be aware of i.e. care homes, sheltered housing etc?

I would also like to let you know in the near future there may be some Planned Supply Interruptions happening in your area to allow us to safely carry out essential work to our electrical equipment and upgrade the network. The work will involve either Tree Cutting and or Network Improvements which will help us to improve the reliability of our service to you for the future. While the work is being done you will be without power for the shortest time necessary."

19/52. Request for grant towards cost of replacing Marsh Baldon Church of England Primary School's Early Years play frame

A parishioner had written to the Chair shortly before the Annual Council Meeting asking if the Council could contribute towards an appeal to raise

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Date:

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the money needed to replace the Early Years play frame at the local primary school.

The Council **agreed** to exercise its power under section 137 of the Local Government Act to make a grant of £81 – based on the estimate that ten inhabitants might benefit – but was unable to make the payment as there was no cheque left in the cheque book the Clerk had brought.

The Council **instructed** the Chair and Vice-Chair to meet the Clerk to sign a cheque for £81 before the next meeting. **Action: Chair, Vice-Chair and Clerk**

19/53. Oxford to Cambridge Expressway

Radley Parish Council has invited the Council to send representatives to its public meeting at 7.30pm on Monday 8th July at Radley College. No member was available to attend. **Action: Clerk to reply**

19/54. Playing field

The Chair, the Vice-Chair and Mandy Rigault had a meeting with Nicole O'Donnell from the Oxfordshire Playing Fields Association who had explained the history around the ownership of the playing field.

The Vice-Chair had circulated the Official copy of register of title for the playing field, which named four parishioners as owners and as trustees of the Sports and Playing Field Association.

The Council **agreed** to ask the owners to transfer ownership to the Council. **Action: Clerk to write to the four registered owners recorded delivery asking for response, offering a meeting if desired**

James Fallon wanted any play equipment that was to be installed to be in keeping with the character of the village, which he felt would require it to be made of wood and in natural colours.

He said he was prepared to inspect regularly any play equipment the Council might install if it became the owner of the playing field.

19/55. Replacement of northern gateways

The Council **agreed** to replace the gates at the northern entrance so they do not have to be repainted with a ladder.

The Council **agreed** to accept the quotation from OxonCC, including its offer to meet half of the cost, and to take the whole £1,888.73 from reserves rather than reduce any of the sums already included in the 2019-20 budget. **Action: Clerk**

19/56. Electronic means to communicate with parishioners

The Chair said she has not yet asked Simon Gray to set up a new arrangement using the Council's website. The Council **agreed** it would

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Date:

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be a good idea for there to be a three-way meeting also involving the Clerk. **Action: Clerk**

19/57. Automated external defibrillator

The Clerk said he still hoped it would be possible to check the Village Hall's insurance policy to see if its current policy would already cover a defibrillator attached to the outside of the building so that no additional cost need be incurred by either body.


The Council **agreed** to:

- a) Ask Cllr Sam Casey-Rerhaye if she had any money available to help with the cost as Cllr Lorraine Lindsay-Gale has already advised the Council she has none left. **Action: Clerk**
- b) Increase the sum in the budget for the defibrillator to £2,500 and to take an extra £500 from the general reserves rather than reduce any of the sums already included in the 2019-20 budget. **Action: Clerk**
- c) Delegate purchase to Clerk guided by councillors. **Action: Clerk**
- d) Ask the Village Hall Committee if it wished the Council to refund the cost of any electricity used by the defibrillator cabinet.

19/58. Parish Transport

Mandy Rigault said she would be attending her first meeting tomorrow as Parish Transport Representative.

The meeting closed at 8.53pm.

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Date: 3-9-19