

Minutes of the meeting of Nuneham Courtenay Parish Council held on 7th January 2020 at the Village Hall

The Chair opened the meeting at 7.02pm

19/95. Present/Apologies

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

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

Apologies: James Fallon and Cllr Sam Casey-Rerhaye (SODC).

19/96. Declarations of interest

Chair and Mandy Rigault declared an interest in relation to the Village Hall.

19/97. Parishioners' issues

Two parishioners attended and addressed the Council about their concerns regarding the removal of the electric gates a few months ago from the new houses on the main road and the fact that the builders' hoarding has still not been removed.

It is understood Mark Pritchett has now sold the flats. Residents pay a fee to a management company called Common Ground Estate and Property Management that was founded and is run by a Mr Alan Draper. The Council advised the parishioners to raise their concerns themselves but **agreed** to contact SODC's Planning Enforcement team regarding the hoarding.

19/98. Minutes of the last ordinary Council Meeting

The minutes of the Council Meeting held on 5th November 2019 were **approved**, then signed on each page by the Chair.

19/99. Matters arising from the minutes of the Council Meeting held on 5th November 2019

The Clerk had offered South Oxfordshire District Council the Village Hall car park as a Christmas tree collection-point and had publicised the arrangement via The Baldons and Nuneham Courtenay Newsletter. The Clerk said only two trees had so far been left at the site.

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19/100. County Councillor's report

Cllr Lorraine Lindsay-Gale had submitted two written monthly reports, which had been circulated by the Clerk and published on the website. She introduced her latest report.

The Council raised concerns about the proposed gravel site relating to the impact on the landscape and the impact of the lorries on the houses in the village.

Cllr Lorraine Lindsay-Gale said she felt this was the least unacceptable of the sites proposed in the area and emphasised the site allocation is not a planning allocation.

She said it had been felt that having one large site that would meet all of South Oxfordshire's responsibilities was preferable to having many smaller sites in the district such as Cumnor.

She felt that the concern about the lorries could be addressed by a Traffic Management Plan routing the lorries away from the village.

She directed the Council to the Planning Committee. She questioned whether the parish shared the Council's concerns.

She said she would be happy to visit the site with members of the Council. **Action: Mandy Rigault to set up meeting with Geoffrey Tyack.**

The Council asked for a survey to establish the number of six-axle vehicles passing through the village.

Mandy Rigault asked for something to be included in the next issue of The Baldons and Nuneham Courtenay Newsletter. **Action: Clerk**

19/101. District Councillor's report

Cllr Sam Casey-Rerhaye had sent her apologies saying she has a nasty cough and cold. She said she had not written a report for January due to a family bereavement before Christmas but would get down to it by the end of this week and send it by email.

Cllr Sam Casey-Rerhaye had submitted a written report for December, which had been circulated by the Clerk and published on the Council's website.

19/102. Planning applications and consultations

- a) The Old Smithy: Discharge of conditions 6A - Listed Building and 6B - Workshop Area to application P17/S0666/FUL; Variation of conditions 4 (additional details), 6 (contamination), 7 (internal doors) and 12 (rainwater goods) on application P16/S0544/FUL; Demolish existing A1 show rooms and workshop and remove/remediate contaminated soil; Build 4 new two-bedroom flats using previously approved access and amended parking layout; Retaining listed building for conversion

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all as previously approved P14/S2431/FUL and P14/S2432/LB As amended to incorporate raised floor level to meet engineering requirements; [P19/S4442/DIS].

The Clerk reported that SODC had issued its decision on 23rd December 2019 accepting that the conditions had been discharged.

- b) 31 Nuneham Courtenay: Conversion of annex garage to studio/kitchenette [P17/S2887/LDE].

The Clerk reported that SODC had announced on 27th November 2019 that this application had been withdrawn. It had been opposed by Natasha Eliot on behalf of the Oxford Preservation Trust.

19/103. Finance

- a) Budget monitoring report

The Council **noted** a report circulated by the Clerk monitoring payments against the budget up to the end of the previous month. The Clerk recommended the Council increase three figures in the 2019-20 budget which were too low to accommodate predicted spending:

- Subscriptions from £150 to £175
- Communications from £150 to £300
- Recoverable VAT from £80 to £250

and recommended that the Council add three new provisions:

- £100 for Elections
- £50 for Litter Bins, and
- £2,000 under One-off costs for the Playing Field.

The Council **approved** the six amendments to the 2019-20 budget.

- b) 2020-21 budget

The Council added £800 to allow for paying the Village Hall's electricity bill, then **approved** the draft budget for 2020-21 presented by the Clerk as Responsible Financial Officer, including a precept of £6,072 from SODC. **Action: Clerk**

The Council **instructed** the Clerk to inform parishioners of the reasons for the decision in the March issue of The Baldons and Nuneham Courtenay Newsletter. **Action: Clerk**

- c) Confirmation of payments

The Council **approved** the following payments made by the Chair and Vice-Chair since the last Council Meeting in accordance with the procedure for payment of salary of Council employees:

- £469.05, Geoffrey Ferres, Clerk's net pay 2019-20 Q3
- £117.20, HMRC, PAYE Income Tax deducted 2019-20 Q3

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d) Payments

The Council **approved** the following payments:

- £65.22, Baldons PCC, newsletter costs 2019
- £54.30, Geoffrey Ferres, Clerk's expenses 2019-20 Q3
- £25.00, Nuneham Courtenay Village Hall, hire of Village Hall for tonight's meeting

The Chair and the Vice-Chair then signed the payments ~~and the Clerk handed over the Village Hall cheque to Mandy Rigault.~~ **Action: Clerk to post the cheque to Baldons PCC.**

e) Subscription to the Society of Local Council Clerks

The Clerk presented to the Council a proposal that the cost of renewing his membership of the Society of Local Council Clerks again be split according to the respective salaries of the two Councils for which he worked as the subscription rates depend on a Clerk's total earnings from all parish councils.

The effect of the proposal was that the Council would pay £39 out of £126 in 2020, compared with £38 out of £122 in 2019. The Council **agreed** the proposal. **Action: Clerk to obtain invoice for £39 from SLCC**

19/104. Correspondence

The Clerk said there was nothing he wished to bring to the Council's attention.

19/105. Risk assessment

The Council **agreed** to defer this item to the next meeting due to pressure of time.

19/106. Playing field

The Chair and the Clerk reported on the meeting they had attended with the Trustees of the Sports and Playing Field Association on 19th November.

The Clerk had received a copy of the 1948 conveyance from the Land Registry, as originally recommended by Royds Withy King. He had found the writing very difficult to read and some of it was very faint.

The Council **agreed** to approach Paul Clayden for assistance. **Action: Clerk**

19/107. Speeding and other highways issues

The Vice-Chair said he believed the County Council would not agree to undertake any work on the western footways. He suggested it might cost

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at least £6,000. It was suggested that he try to obtain the actual figure.

Action: Vice-Chair

The Vice-Chair reported that the County Council had delivered winter salt to his home and he had moved it to behind the Village Hall. He had so far received one request from a parishioner.

Mandy Rigault had received a message from the County Council's Jon Beale in which he said the Nuneham Courtenay gateways are the next works he would "pull together". She believed that might mean the gateways would be in place around Easter.

The Chair suggested the Council might ask the County Council to put up peacock warning road signs as these might be another way of getting drivers to think about reducing their speed.

19/108. SODC Deep Cleanse

The Council **agreed** to ask the South Oxfordshire District Council team coming to work in the parish from 21st to 25th February 2020 to sweep the pavements on both sides of the main road. **Action: Clerk**

No one could think of any other request the Council could make that would fit the team's criteria.

19/109. Website maintenance and running costs

The Clerk reported that he had now been able to upload all the Council's recent minutes to the website as well as the agenda for this meeting and the most recent reports from the County and District councillors.

19/110. Electronic means to communicate with parishioners

Simon Gray had informed Mandy Rigault that he had created a MailChimp account that could be used to create emails and would allow parishioners to unsubscribe at any time to comply with Data Protection. He had said it would not take long to put a subscription form on the website and he could probably do that soon.

19/111. Conservation issues

In Cllr Sam Casey-Rerhaye's absence, there was nothing to report.

19/112. Automated external defibrillator

The Clerk had established that the Council was not eligible to apply for a Councillor Community Grant towards the purchase of a defibrillator. The Clerk had spoken to Kelly Brownsill of the South Central Ambulance Service and had received their 26-page information pack.

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He explained what he understood to be the advantages and disadvantages of automatic and semi-automatic defibrillators. The Council agreed he should purchase a semi-automatic one. **Action:**
Clerk

19/113. Oxford to Cambridge Expressway

In Cllr Sam Casey-Rerhaye's absence, there was nothing to report.

19/114. Parish Transport

Mandy Rigault said there was nothing to report.

19/115. Annual Parish Meeting 2020

The Council **agreed** due to pressure of time to defer to the next meeting the decision as to the date and time of the Annual Parish Meeting, which must be held between 1st March and 1st June.

The meeting closed at 9.10pm

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