

**Minutes of the meeting of Nuneham Courtenay Parish Council held on 24<sup>th</sup> February 2020 at the Village Hall**

The Vice-Chair opened the meeting at 7.10pm as the Chair's arrival was delayed.

**19/116. Present/Apologies**

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

Also present: Cllr Sam Casey-Rerhaye (SODC), Geoffrey Ferres (Clerk) and two parishioners.

Apologies: None.

**19/117. Declarations of interest**

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

**19/118. Parishioners' issues**

None.

**19/119. Minutes of the last ordinary Council Meeting**

The minutes of the Council Meeting held on 7<sup>th</sup> January 2020 were amended, then approved, then signed on each page by the Vice-Chair.

**19/120. Matters arising from the minutes of the last ordinary Council Meeting**

It was believed there was at least one Christmas tree still at the collection-point.

It was believed the deep cleanse had not yet happened as the leaves have not yet been removed from the footways.

It was reported that the hoarding has been fixed but not removed. The Vice-Chair said that Planning had asked him to tell them the reference number for the original planning consent!

**19/121. County Councillor's report**

Cllr Lorraine Lindsay-Gale had submitted a written monthly report, which had been circulated by the Clerk and published on the website.

**19/122. District Councillor's report**

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

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Date:

7/07/2020.

She reported that the County Council had voted by a majority to accept South Oxfordshire's planning powers, if offered by Central Government. The Council **agreed** that it wanted to see the District Council keep its planning powers.

The District Council has voted to deal with the inherited budget deficit, which will mean the Council Tax will go up next year by the maximum amount permitted by Central Government.

### 19/123. Planning applications and consultations

- a) Oxfordshire Minerals and Waste Local Plan: Part 2 Site Allocations (Sites Plan).

Sam reported that the District Council is likely to object to the Nuneham Courtenay proposal.

The Council **delegated** to the Chair the drafting of a response.

The Council **approved**:

- the Chair's action in calling a village meeting
- the Vice-Chair's actions in communicating with residents about the proposals and
- the travel expenses of individual councillors publicising the proposal and attending meetings with Sandford Parish Council.

The Council **agreed** to offer to pay:

- the cost of the hire of Sandford Village Hall for up to three meetings with Sandford Parish Council
- up to £400 (excluding recoverable VAT) of a bill for an archaeological investigation that was being undertaken.

- b) Old Town House, Nuneham Park: Walled garden with glasshouse and tool shed [P20/S0497/HH] [Consultation deadline: Wednesday 11<sup>th</sup> March 2020].

The Council **agreed** to support this application.

- c) 30 Nuneham Courtenay

The Vice-Chair has brought to SODC's attention an apparent breach of the Nuneham Courtenay Legal Agreement.

The Clerk suggested the Council might do as well to make a complaint to the Head of Legal Services where it might not be clear the issue is a planning violation but is definitely a breach of the Legal Agreement. It was **agreed** that the Clerk would write. **Action: Clerk**

### 19/124. 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 the figure for Office

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Date:

7/07/2020

and Stationery in the 2019-20 budget from £150 to £200 as the current figure is too low to accommodate predicted spending. The Council **approved** the amendment to the 2019-20 budget.

b) Payments

The Council **approved** the following payments:

- £39, Society of Local Council Clerks, share of Clerk's annual subscription
- £45, Open Spaces Society, annual subscription
- £49.92, Geoffrey Ferres, Clerk's expenses
- £2,266.48, Oxfordshire County Council, new northern gates and southern signs
- £16.50, Mandy Rigault, expenses
- £60, Nuneham Courtenay Village Hall, hire of Village Hall for the village meeting regarding the proposed gravel extraction site and tonight's Council meeting

The Chair and the Vice-Chair signed the first three payments, the Chair and James Fallon signed the fourth payment and the Vice-Chair and James Fallon signed the fifth payment. **Action: Clerk to post the cheques to SLCC, the Open Spaces Society and Oxfordshire County Council.**

c) Bank mandate

The Clerk reported that the bank had sent him the bank statements for the end of January 2020, the first time it had agreed to send him the statements since he was appointed two years ago.

**19/125. Community First Oxfordshire**

The Council **agreed** to defer to the Annual Council Meeting a decision on whether to re-join Community First Oxfordshire, at a cost of £35.

**19/126. Correspondence**

The County Council has sent the Clerk its brief annual Community Emergency Planning Survey. The deadline for its return is 31<sup>st</sup> March 2020. The Council **agreed** to say it would welcome help to produce an Emergency Plan for the parish.

Community First Oxfordshire (CFO) has sent the Clerk a link to a Rural Services Survey. The deadline for its completion is 29<sup>th</sup> February 2020. CFO states that the survey consists of 48 quantitative questions and 12 qualitative questions (60 questions in total) and takes approximately 25-30 minutes to complete. The Vice-Chair **offered** to respond. **Action: Vice-Chair**

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Date:

7/07/2020

**19/127. Annual Parish Meeting 2020**

The Council **agreed** that the Annual Parish Meeting should be held on Tuesday 21<sup>st</sup> April from 7-9pm and authorised the expenditure of up to £100 on refreshments. **Action: Clerk to publicise in the March Newsletter and to invite the three local organisations and Global Retreat and the Estate.**

**19/128. Playing field**

Mandy Rigault had contacted the Open Spaces Society for their advice following the death of Paul Clayden, and the Clerk had sent the Society information on the Council's recent dealings with the Nuneham Courtenay Sports and Playing Field Association.

The Clerk reported that he has not yet received a response to the message the Council sent to the Nuneham Courtenay Sports and Playing Field Association on 16<sup>th</sup> December.

**19/129. Risk assessment**

The Council **approved** this item.

**19/130. Speeding and other highways issues**

- a) The Vice-Chair had not yet obtained an estimate from the County Council for the cost of work on the western footways. **Action: Vice-Chair**
- b) The County Council's Jon Beale had written on 14<sup>th</sup> February that as soon as the Council had paid the County Council's invoice "I will then be able to formally order the works."
- c) Mandy Rigault offered to pursue with the County Council the idea of peacock warning road signs as these might be another way of getting drivers to think about reducing their speed. **Action: Mandy Rigault**
- d) The Chair reported that Sandford Parish Council had paid £200 for a speed survey. She recalled that Cllr Lorraine Lindsay-Gale had offered her assistance in the past.  
The Council **agreed** to pursue the idea of getting a speed survey carried out.  
The Vice-Chair warned it would be noisy for any house outside which it was sited.
- e) The Council discussed the advantages and disadvantages of a Vehicle-Activated Sign.

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Date:

7/07/2020

**19/131. Electronic means to communicate with parishioners**

It was reported that Simon Gray had put a subscription form on the Council's website and there had so far been six responses including parish councillors. The Council **agreed** to pay an invoice from Simon Gray for up to £100 for this work.

**19/132. Conservation issues**

Cllr Sam Casey-Rerhaye offered to chase the SODC officer to whom she had given the list drawn up the Council.

**19/133. Automated external defibrillator**

The Council **agreed** to purchase – **Action: Clerk:**

- a Physio-Control Lifepak CR2 Defibrillator with WiFi & 3G – Semi-Automatic costing £1,450 (+VAT) – alternative higher prices found by the Clerk were £1,599 (+VAT) from Ninety Plus, £1,762 (+VAT) from The Defib Pad, defibshop and Medtree
- a Defib Store 3000 Stainless Steel Green Cabinet with Keypad Lock, Heater and LED Light costing £659 (+VAT).

The Council **agreed** to waive Financial Regulation 6.6 so that the Chair and Vice-Chair could approve these two payments without waiting for the next ordinary meeting of the Council.

**19/134. Oxford to Cambridge Expressway**

There was nothing to report.

**19/135. Parish Transport**

Mandy Rigault said there was nothing to report.

**19/136. Website maintenance and running costs**

The Clerk reported that for the first time the papers for a Council meeting had been published on a website at least three clear days before the meeting, which had been a legal requirement for almost five years. The Council **agreed** to continue to pay the hosting charge and the domain charges for the website.

**19/137. Gifts**

The Clerk advised the Council, on the basis of advice from the Oxfordshire Association of Local Councils, that there was no legal basis on which the Council could spend public money on gifts to individuals for services to the community.

The meeting closed at 9.40pm

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7/07/2020