

**Minutes of the meeting of Nuneham Courtenay Parish Council held on 5<sup>th</sup> November 2019 at the Village Hall**

The Chair opened the meeting at 7.07pm

**19/76. Present/Apologies**

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

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

**19/77. Declarations of interest**

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

**19/78. Parishioners' issues**

None.

**19/79. Minutes of the last ordinary Council Meeting**

The minutes of the Council Meeting held on 3<sup>rd</sup> September 2019 were **approved**, then signed on each page by the Chair.

**19/80. Matters arising from the minutes of the Council Meeting held on 3<sup>rd</sup> September 2019**

At the last meeting a parishioner had asked if the Council could pay for the cost of a water butt at the churchyard. The Chair and the Vice-Chair had raised this at a meeting with the Estate as owners of the building and the request to take water from the downpipe was refused.

**19/81. County Councillor's report**

Cllr Lorraine Lindsay-Gale had submitted two written monthly reports, which had been circulated by the Clerk.

**Action: Clerk to write to Lorraine about the proposed gravel site**

**19/82. District Councillor's report**

Cllr Sam Casey-Rerhaye introduced her written report, which had been published on the Council's website. SODC is prevented from discussing the Local Plan and civil servants will not agree to a meeting until after the General Election until 12<sup>th</sup> December 2019.

She has attended a meeting with John Howell MP who offered to arrange a further meeting with Ian Hudspeth, Leader of the County Council.

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*M/Saini*

Date: *7/11/2020*

### 19/83. Planning applications and consultations

- a) Oxfordshire Growth Board review  
Cllr Sam Casey-Rerhaye has attended a workshop in connection with the Review. She recommended that individuals and parish councils should respond.
- b) Home Farm, Nuneham Park: Conversion of agricultural buildings into six holiday lets and ancillary uses; conversion of Old Town Cottage into holiday let; demolition of modern agricultural buildings and replacement with holiday let and a residential dwelling, and the provision of associated landscaping and parking [P19/S3375/LB] [Consultation deadline: to be confirmed].  
The Council discussed the application and the Vice-Chair will submit comments. **Action: Vice-Chair**

### 19/84. Finance

- a) Confirmation of payments  
The Council **approved** the following payments made by the Chair and Vice-Chair since the last Council Meeting:
- £218.00, Came & Company, Insurance renewal
  - £356.80, Geoffrey Ferres, Clerk's net pay 2019-20 Q2
  - £89.20, HMRC, PAYE Income Tax deducted 2019-20 Q2.
- b) Payments  
The Council **approved** the following payments:
- £56.80, Geoffrey Ferres, Clerk's expenses 2019-20 Q2
  - £40.00, Nuneham Courtenay Village Hall, hire of Village Hall for meeting with Paul Clayden and for tonight's meeting
  - £666.00, Royds Withy King, legal work relating to lease offered by Nuneham Courtenay Sports and Playing Field Association
  - £156.20 P M L Clayden, legal advice
  - £92.58, Mandy Rigault, expenses
- The Chair and the Vice-Chair then signed the payments and the Clerk handed over the expenses cheque to Mandy Rigault. **Action: Clerk to post cheques to Royds Withy King and Mr Clayden, and to hand over Village Hall cheque to Mandy Rigault.**
- c) Budget 2020-21  
The Council **approved** a paper from the Clerk/Responsible Finance Officer proposing arrangements for preparing a draft 2020-21 budget.  
**Action: Clerk**

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d) Internal Auditor for 2019-20

The Council **reappointed** Auditing Solutions Ltd as Internal Auditor for 2019-20.

**19/85. Correspondence**

a) SODC's Alexandra Pyle has written to the Clerk to ask: "would your parish be interested in providing an area for residents to leave their [Christmas] trees and we will pick them up for composting? If you are interested please let me know by Wednesday 6 November with a location (church/playing fields car park) and I will send collection dates and posters to place around the parish."

**Agreed: Clerk to offer the Village Hall car park, subject to the agreement of the Village Hall Committee**

**19/86. Risk assessment**

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

**19/87. Playing field**

The Secretary of the Sports and Playing Field Association wrote to the Clerk after the Association's October meeting inviting the Chair to attend the Association's next meeting on 19<sup>th</sup> November. The Council **agreed** that the Clerk should accompany the Chair to take notes.

The Clerk had arranged for Paul Clayden to meet the Council on 9<sup>th</sup> October. Subsequently Paul Clayden had examined papers in the Bodleian Library in the hope of finding the will of Lewis Harcourt, who died in 1922. Mandy Rigault eventually located the will using the Government's Probate Search.

Mandy Rigault proposed, and the Council **agreed**, to purchase a copy of the 1948 conveyance from the Land Registry, as originally recommended by Royds Withy King. The Chair then signed a cheque for £7. **Action: Clerk**

**19/88. Speeding and other highways issues**

Tim Wilde and Tina Hill from the County Council had visited Nuneham Courtenay in September to take a look at the roots of the planes affecting the footpath.

Tina Hill had then written to Mandy Rigault saying: "After discussing the matter, we concluded that the footway of the Arboretum side of the road could probably be given a light skim to ensure a smooth path without affecting the trees too much.

However on the opposite side of the road from a tree perspective there is nothing that can be done. Any root pruning would affect the stability of

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the trees and cause more problems. We did discuss other options such as regrading the pavement or providing a crossing. I understand Tim is going to look at these possibilities further."

The Vice-Chair had submitted a further request for a delivery of winter salt to be kept at his home.

The Clerk had followed up a parishioner's comment that the cycle rack had been installed at the request of The Baldons Parish Council. He had written to his opposite number, who had spoken to their Chair and she had provided information showing OxonCC's Highways Department had provided the cycle rack at the request of The Baldons Parish Council in 2011.

**19/89. Website maintenance and running costs**

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

**19/90. Electronic means to communicate with parishioners**

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

**19/91. Conservation issues**

Liz Woolley, Secretary of the Oxfordshire Architectural and Historical Society Listed Buildings Sub-Committee had sent the Clerk a copy of a message sent on 31<sup>st</sup> August to SODC urging enforcement of the Legal Agreement in the case of 12 Nuneham Courtenay.

Cllr Sam Casey-Rerhaye had spoken with Emma Turner, SODC's Team Leader (Enforcement). An Article 4 Direction was mentioned as a possible way forward.

SODC's Emma Turner had suggested the Council sends a list of what it considers to be breaches of the Legal Agreement. The Vice-Chair said he has already sent Sam a list which she can forward to Emma Turner. The Council offered to draft letters if SODC would send them out.

**19/92. Automated external defibrillator**

The Clerk had received messages from Jenny Taylor on behalf of the Village Hall Committee confirming that the Committee no objection to a defibrillator being attached to the outside of the Village Hall and that the Committee was happy to accept the Council's offer to have the Village Hall's electricity bill transferred into the Council's name.

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Cllr Sam Casey-Rerhaye said the deadline for applying for a Councillor Community Grant towards the purchase of a defibrillator is 10<sup>th</sup> January 2020. **Action: Clerk to submit an application**

**19/93. Oxford to Cambridge Expressway**

Cllr Sam Casey-Rerhaye reported that the County Council had today passed a resolution opposing the Expressway.

**19/94. Parish Transport**

Mandy Rigault said she had received no comments yet from any parishioner so had not attended the meeting of Parish Transport Representatives held on 29<sup>th</sup> October.

The meeting closed at 9.26pm

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