

GREAT COXWELL PARISH COUNCIL

Reading Room, Great Coxwell, Oxfordshire, SN7 7NG

Clerk: Joanna Farrant (clerk@greatcoxwell.com)

Minutes of Great Coxwell Parish Council Meeting held on Monday 4th July 2023, 6:30pm.

Present	Cllr Jacqui Russell (Chairman) (JR) Cllr Richard Hankinson (RH) Cllr Rory Gilmour (RG) Cllr Kym MacDonald (KM) Joanna Farrant, Parish Clerk (JF)
In Attendance	County Cllr Bethia Thomas (BT) District Cllr Viral Patel (VP) 1 member of the public

Item	Minute	Action
1.	Apologies for Absence No apologies had been received.	
2.	Approval and Signing of Minutes of Last Meeting Minutes of 15.05.2023 were approved and signed by the Chairman.	
3.	Declarations of Interest There were no declarations of interest relating to items on the agenda.	
4.	Representations by Members of the Public on Agenda Items or Matters to be Added to the Next Agenda No representations were made.	
5.	County Councillor's Report BT had circulated a June report. BT confirmed the following: <ul style="list-style-type: none">– That a speed survey on the B4019 was to be included within planned upgrades and sign replacements. BT reported her proposal to cut the speed limit on both the B4019 and the A417 in line with a National Road Safety Campaign to reduce speed limits on rural roads. BT is not yet aware of the likely timetable to progress this.– White gates within the village: the PC had asked Mark Francis for recommendations for a narrower gate on the offside verge on the Coxwell Road, so as not to impede pedestrians using the verge. Costs would then be requested.– BT would look into whether OCC had made any decision on improving patch repairs to the cobbled path.– Gordon Kelman, OCC Highways, had visited the village on the 28th June to look at drainage and issues raised in relation to the Holloway road-surface and visibility (see Item 7 below).	
6.	District Councillor's Report VP had circulated a May and June report since the last meeting. VP highlighted the following: <ul style="list-style-type: none">– Residents were encouraged to complete the waste survey currently under way.– Applications for the climate action fund remain open until 14th July. BT recommended Greener Great Coxwell consider the Rural Prosperity Fund	

	<p>for alternative funding following withdrawal of the government central funding for a stage 1 grant for a business case.</p> <ul style="list-style-type: none"> – Residents are encouraged to report the dropping of concrete by trucks on Fix my Street. Concrete lorries are using Faringdon as a cut through. BT could take this up as a planning concern with the County Council, but noted that lorries are only restricted from turning right onto the A420 from the Little Coxwell turn. – There had been no response to VP’s query about the completion of the litter bin mapping project to allow for new litter bin applications. VP to follow up on this. – Outline planning had been submitted for Wicklesham Quarry. The application fell outside the boundary and the PC would not receive official notification. The PC would, however, consider a response to access at this outline planning stage. – Lighting improvements to some bus shelters on the A420 had been proposed. DCllrs would suggest bike stands for further improvements. JR noted that a bus shelter had been included within village survey responses in previous years, but the cost of maintenance by the PC would have to be considered. The current shelter on the A420 is brick built, but in need of a clean. VP would notify the PC if anything is required of the PC in relation to his enquiry. 	<p>VP</p> <p>JR</p> <p>VP</p>
<p>7.</p>	<p>Correspondence:</p> <ul style="list-style-type: none"> i Weeding around War Memorial: there had been an offer to assist with general weeding around the War Memorial. The PC pay for weeding 3 times per year by BGG, but further assistance was welcomed. A volunteer policy to be discussed at item 13 below and any volunteer would be asked to co-ordinate work with the PC. ii Footpath 10 Completion Statement: a request had been made by the District Council in relation to the path completed in 2019. Arthur McEwan-James had confirmed that OCC was satisfied the path had been completed and no further action necessary. iii Defibrillator update: there had been a temporary fault with the defibrillator. The Defibrillator Group had arranged a repair. 	
<p>8.</p>	<p>New Business: none.</p>	
<p>9.</p>	<p>Ongoing Business:</p> <ul style="list-style-type: none"> i Traffic Management: <ul style="list-style-type: none"> - Discussed at item 6 above. In addition, Gordon Kelman (GK) would action drainage issues highlighted during his walk around the village. Grips to be inserted on Cherry Orchard and consideration given to pipe-work further down Holloway Road. GK to look into whether more regular sweeping of the Holloway leading up to the B4019 could occur, but would be budget dependent. GK did not make any recommendations in relation to visibility around the bend at the lower end of the village, but the PC would raise the height of the hedge with OCC, as this may be impacting on visibility. ii Verges & footpaths: cuts had recently taken place, but the June verges cut was yet to be carried out. JF to chase BGG. Correspondence had been received in relation to cutting on the large verge. The PC had contracted with BGG for this area to be vigorously cut every 2 weeks this summer to kill nettles. The PC had 	<p>JF</p>

	<p>not paid for weeding of the cobbled path this year. JF to ask BGG to quote for a weed spray of the cobbled path, as weeding by hand would be too costly.</p> <p>v. Welcome information link for new villagers: JR was editing this document.</p> <p>vi. Dog-mess signs: one sign had been successfully placed. JF to ascertain with VP if signs were now available from the Vale of White Horse DC, where previously there had only been stickers. If no such signs were available it was proposed, seconded and resolved for KM to spend up to £50 on the purchase of further dog mess signs.</p> <p>vii. Neighbourhood Plan Update 2025: JR had now spoken with the former Neighbourhood Planning Group, who had advised that a complete re-write was not necessary, but updates might be necessary. This would ensure there were no conflicts with any new Vale Plan and so that GC's Neighbourhood Plan continues to carry weight, which otherwise diminish the older it got. Updates would also allow for additions to the plan, for example, by noting areas of land that are of specific value to the village, or certain matters that are of planning significance to the village. The significance of the green buffer around the village could be made stronger, as that was of importance in planning matters.</p> <p>Updates would be progressed on a step-by-step basis, starting with a village questionnaire. This needed to be a letter-box drop and would also give the PC an opportunity to ask residents about any other matters of significance. An outline guide on costs would be requested from the Vale.</p> <p>Ricardo Rios, was noted as a potential contact in the VoWH DC Neighbourhood Planning Team. VP agreed to confirm contact details.</p> <p>KM agreed to action the initial phase of reading the Vale Plan and comparing it with the GC Neighbourhood Plan; as well as to ask about costs and a questionnaire.</p> <p>viii. Painting Quotes: for the phone-box and Reading Room railings. To be obtained for next year's budget.</p>	<p>JR</p> <p>JF/KM</p> <p>VP</p> <p>KM</p> <p>JF</p>																														
<p>8.</p>	<p>The Park: JR is trying to water the new trees, but finding it difficult to carry sufficient water across to the Park.</p>																															
<p>9.</p>	<p>Finance</p> <p>It was proposed, seconded and resolved to approve the following payments made since 15.05.2023: <i>Parish Council</i></p> <table border="1" data-bbox="292 1568 1303 1980"> <tr> <td>05/05/2023</td> <td>Audit Fees</td> <td>£50.00</td> </tr> <tr> <td>15/05/2023</td> <td>Hiscox Insurance Company Limited</td> <td>£270.20</td> </tr> <tr> <td>15/05/2023</td> <td>Vale of White Horse DC Election Fee</td> <td>£200.00</td> </tr> <tr> <td>17/05/2023</td> <td>Society of Local Council Clerks Memberships</td> <td>£80.00</td> </tr> <tr> <td></td> <td>SMcNally s.137 Donation</td> <td>£150.00</td> </tr> <tr> <td>30/04/2023</td> <td>BGG Garden and Tree Care Ltd</td> <td>£360.00</td> </tr> <tr> <td>30/04/2023</td> <td>BGG Garden and Tree Care Ltd</td> <td>£30.00</td> </tr> <tr> <td>11/05/2023</td> <td>BHIB Ltd – PC Annual Insurance</td> <td>£898.36</td> </tr> <tr> <td>11/05/2023</td> <td>BHIB Ltd – PC Annual Trustee Indemnity Insurance</td> <td>£109.00</td> </tr> <tr> <td>17/05/2023</td> <td>Parish Reading Room – Transfer</td> <td>£2,650.00</td> </tr> </table>	05/05/2023	Audit Fees	£50.00	15/05/2023	Hiscox Insurance Company Limited	£270.20	15/05/2023	Vale of White Horse DC Election Fee	£200.00	17/05/2023	Society of Local Council Clerks Memberships	£80.00		SMcNally s.137 Donation	£150.00	30/04/2023	BGG Garden and Tree Care Ltd	£360.00	30/04/2023	BGG Garden and Tree Care Ltd	£30.00	11/05/2023	BHIB Ltd – PC Annual Insurance	£898.36	11/05/2023	BHIB Ltd – PC Annual Trustee Indemnity Insurance	£109.00	17/05/2023	Parish Reading Room – Transfer	£2,650.00	
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	23/05/2023	Parish Reading Room – Transfer re VAT refund 21/04/23	£142.82
	31/05/2023	Payroll	£651.28
	31/05/2023	Annual Clerk's Expenses	£70.00
	31/05/2023	BCG Garden & Tree Care Ltd	£30.00
	<i>Park</i>		
	31/05/2023	BCG Garden & Tree Care Ltd	£114
	<i>Reading Room</i>		
	02/05/2023	EDF - Gas	£229.02
	12/05/2023	Everflow Limited	£2.08
	30/04/2023	BGG Garden and Tree Care Ltd	£36.00
	18/05/2023	Chris Lewis Electrical	£516.00
	18/05/2023	R Gilmour reimbursement Cleaning Supplies	£14.10
	01/06/2023	British Gas - Electricity	£36.60
	31/05/2023	BCG Garden and Tree Care Ltd	£36.00
	30/05/2023	EDF - Gas	£33.11
	13/06/2023	Everflow Limited	£47.62
10.	<p>Planning:</p> <p>New matters: P/23/V1026/LDP: application for lawful development The Old Post Office – solar panels (No comment submitted 20.06.23). The PC has confirmed to the homeowner that the Neighbourhood Plan is generally supportive of environmental related development.</p> <p>No further developments since last meeting:</p> <p>iv P22/V0996/RM: Reserved Matters relating to outline planning for 125 dwellings on land to south of Steeds Farm: objection submitted (23.05.22). Amendment thereto: 18.10.22 (objection submitted 12.11.2022). P23/VO284/FUL: land to south of Steeds Farm: drainage. (comments submitted 27.02.23). Amendments to landscaping/layout/scale. Discharge of conditions 28.02.23: objection submitted (23.03.23). Decision: discharge of conditions refused.</p> <p>Any further outstanding applications arising at the time of meeting: PC to consider the Wicklesham Quarry outline planning (Item 6 above).</p>		
13.	<p>Policies/Administration</p> <p>i. Review and adoption of complaints policy: it was proposed, seconded and resolved to approve the draft complaints policy, with one amendment to paragraph 2.4 and 2.5 to give more latitude on timescale to decide the correct procedure for complaints.</p> <p>ii. Review and adoption of volunteer policy: it was proposed, seconded and resolved to approve the volunteer policy. Risk assessments would be separately made for volunteer tasks.</p> <p>iii. Progress on updating Standing Orders: carried over to September for further amendment.</p>		

	<p>iv. Review employment hours RFO/Clerk: it was confirmed that monthly minimum hours would increase to 20 hours to reflect the increased RFO work.</p> <p>v. Councillor vacancy / co-option: there has been an expression of interest in relation to the vacant councillor position. To be discussed further before the next meeting.</p> <p>vi. Councillor lead roles: to be deferred to September. KM agreed to take a lead in the Neighbourhood Plan Update. RH agreed to take a lead role on verges. RG confirmed he is content to continue cleaning in the Reading Room. JR needs a volunteer to take over Reading Room bookings. It was agreed that this request should be circulated to the village.</p>	JF/JR
14.	Any other business to be added to the next Agenda: track in the Park; quotes for enlargement of pedestrian access gate to the Park.	
15.	Date of Next Meeting: Monday 11 September 2023, 6:30pm	

Meeting Closed: 8.00pm