

GREAT COXWELL PARISH COUNCIL

Minutes of the Annual Great Coxwell Parish Council meeting

Held in the Parish Reading Room on Monday 08th July 2019 at 7:30pm

PRESENT: Richard May, Jacqui Russell, Lauren Gale, Annabelle Zinovieff, Michael Gooch, Parish Clerk J King and RFO Ian Mason. C/Cllr Heathcoat, D/Cllr Howell

Parishioners

1. APOLOGIES: D/Cllr Ware

2. DECLARATION OF INTEREST - none

3. MINUTES OF THE LAST ANNUAL MEETING MONDAY 10th June 2019 agreed/signed

4. Any matters arising from the last meeting and not itemised on this agenda:

a. Michael Gooch register interest form sent/received to VOWHDC

b. Staff/Cllr vacancies

Cllr Zinovieff handed in resignation letter due to moving away from area. Action: Parish Clerk to inform VOWHDC

RFO Ian Mason has expressed interest to stand down as RFO and has sent the Parish Council letter

c. Parish Councillors e-mail addresses

Parish Councillors e-mail addresses now up and running

d. Emergency Plan document

Annabelle Zinovieff writes: 'This is one thing I have done through the years. We get asked to update it every two years. I have just updated this one and sent it to OCC, Paul Mann, OCC emergency Planning Officer 07771 387416 Paul.mann@oxfordshire.gov.uk

The Plan was updated in May but there have been significant changes since in people and contact details. Action – Plan put back in Reading Room, Cllr May to update

e. Village fete – insurance

5. To allow members of the public to make representation, answer questions and give evidence in respect of any item of business None

6. To receive a report from the County Councillor: Received, distributed, on noticeboard

7. To receive a report from the District Councillor: Received and distributed

8. Chairman's Announcements

9. To receive and consider reports and minutes of committees and working groups

a. Park report – Cllr Russell to investigate S106 monies for MUGA

b. Neighbourhood plan – Cllr Gale

A draft text of the revised plan was submitted to Ben Davies early in June. Ben has now requested a line-by-line list of changes made, fortunately such a list was made and kept and has been submitted

c. Reading Room Cllr May

Water Leak/Castle water - Awaiting a response from Castle Water. We have entered Grievance procedure

Insurance claim – subsidence, Report received from the insurance assessors who have diagnosed subsidence and are in the course of conducting arboricultural assessment. Also established the existence of a soakaway 5.6 metres from the rear.

Ownership has been established but there are concerns that the plan accompanying the new Land Registry listing contains inaccuracies. A copy of our submission to the Land Registry by Scott Robinson of Crowdy and Rose, Faringdon, has been requested

County Councillors Fund – Action; Parish Council are awaiting Cllr Heathcoat's review of the £5000 grant application that was awarded to Great Coxwell Parish Council and whether it's still valid considering conditions cannot met

e. Grass verge cutting

Letter to Mr Fox - sent,

Removal dead elm – Action: B Gristwood to be instructed by Cllr May,

Faringdon School sponsored walk, Action instruct B Gristwood to cut before sponsored walk 18th July

10. To receive such communication as the person presiding may wish to lay before the Council

None

11. Financial Matters – RFO Report**1/ Report items**

- The income and expenditure spreadsheet for the Reading Room has been revised. A new ‘tab’ dedicated to recording the cash-flow vs invoices vs balances for the utility bills has been added.
- Gas and electricity meter readings made (28th June) and submitted to Scottish Power.)
- Parish Room audit reports and figures for 2018-9 have been prepared – and are with internal auditor for review.

2/ Item for action

Forms from Lloyds Bank for adding new signatories to the PC bank accounts have been obtained and partially completed. (For completion at meeting.)

3/ Payments approved

<u>Ref</u>	<u>Date</u>	<u>Details</u>	<u>Amount</u>
<u>Parish Council & Park</u>			
PCExp05/19	27/06/2019	Clerk's part -honorarium	500
PCExp06/19	27/06/2019	Grass cutting	204
PkExp04/19	27/06/2019	Grass cutting	96

12. Planning Matters**a. New Applications to consider**

P18/V2953/HH Old Walls – Two-storey side extension, single front and rear extension and external

Parish Councillors voted to object to this development in-line with previous application on this site due to visual domination

b. Developments awaiting decisions/Decisions

P18/V14443 - Chowle Lorry Park – D/Cllr Howell updated Parish Council

P19/V1342/HH Church Lees

13. Footpath 231/10 - Path behind riding stables

a. Vale of White Horse S106 agreement/monies – Parish Clerk sent off signed contract accompanied by 10th June minutes.

b. OCC S106 agreement/monies – Cllr May and C/Cllr Heathcoat liaising with OCC

c. Update on order placement

Communications - Notice of works, the following will be issued prior to works commencing notice - to Newsletter, notices to be posted at the ends of the footpath, letter to residents of Cherry Orchard – by hand.

Additional actions BCG to be instructed to do a cut from crop edge to Ditch/hedge – probably this will be part of the second cut but is dependent on start date.

14. Memorial Hedge

Actions: Timer installation (Cllr May), water usage (Cllr Russell) and system check (Ian Mason)

15. Any other business to be added to next month's agenda**16. Date of next meeting 16th Sept 2019**