

GREAT COXWELL PARISH COUNCIL

Minutes of the Annual Great Coxwell Parish Council meeting

Held in the Parish Reading Room on Monday 16th September 2019 at 8:0pm

PRESENT: Richard May, Jacqui Russell, Lauren Gale, Michael Gooch

Parish Clerk J King. D/Cllr Ware

Parishioners - none

1. APOLOGIES: RFO Ian Mason. C/Cllr Heathcoat, D/Cllr Howell

2. DECLARATION OF INTEREST - none

3. MINUTES OF THE LAST ANNUAL MEETING MONDAY 8th July 2019 agreed/signed

Amendment page 1 9c insertion of "be"

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

a. Staff/Cllr vacancies. Resignation Cllr Zinovieff accepted by VWHDC, go-ahead to co-opt
It was PROPOSED, SECONDED and RESOLVED to co-opt Michael Harris to the Parish Council.
Documents were signed and Cllr Harris joined the meeting.

b. Emergency Plan document – update NOTED

c. Removal of gates – OCC updated

d. Chowle Farm Fires update on correspondence - NOTED

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

Seeking a crib scene/procession co-ordinator

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

a. Park report –

Cllr Russell was given the go ahead by Councillors to investigate S106 monies for MUGA and
research costs. Presentation for next meeting.

b. Neighbourhood plan – Cllr Gale

Cllr Gale reported that the Neighbourhood Action Group last met on 12th June, as reported
to the July PC meeting but not minuted. The next meeting is scheduled for 17th October.

Reports: Neighbourhood Plan

A draft text is ready for initial scrutiny by the Vale's Neighbourhood
Plan Officer. The Officer who has been advising us has left. Several
of the group are to meet shortly with the new Officer.

c. Reading Room

- **Reading Room ownership/Land registry** – Update Cllr May NOTED on
correspondence with solicitors regarding clarification of boundary registered.
Correspondence National Trust

- **Insurance company update, subsidence** – Update Cllr May NOTED
ABORICULTURAL REPORT received by Questgates Copies of the full report
available from the Parish Clerk. Shown below – Recommendations and map.
FINDINGS - As a result further bore hole samples will have to be taken to
substantiate their findings to date. Noted to keep hedges trees cut back to reduce the
uptake of water. No action necessary, other than ACTIONS • Remove the

Ash sapling at the foot of the fire escape stairs. • Contact NT in respect of “reducing” the trees on our northern boundary

- **Water Leak/ Castle water** – Update NOTED Cllr Russell, RFO payments made to date. Action RFO to set up standing orders for Oct/Nov/Dec
- **Bookings and lettings management**
Cllr May to set up subcommittee. Enquiry from Vale of White Horse to save the date 7th May for Police Commissioner election and possible General Election.
- **Memorial Hedge** – update on plants and water usage from Reading Room, see report in PC meeting 16th Sep minutes
- **Grass cutting/maintenance** – It was PROPOSED, SECONDED and RESOLVED to add general tidying of grounds when grass cutting carried out
- **Reading Room exterior maintenance program** – It was agreed by the Councillors for Cllr May using report produced to start adding quotes to the work needed

e. Grass verge cutting

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

10. Planning Matters

a. New Applications to consider

None

b. Developments awaiting decisions/Decisions

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

P19/V1342/HH Church Lees – revised plans

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

11. Footpath 231/10 - Path behind riding stables

Report NOTED from Cllr May

The Parish is almost there in having pedestrian and disabled access in and out of the village.

There are two jobs about to be completed in the near future: The upgrading 350m of Footpath 231/10 to 1.5 m asphalted surface. Widening and resurfacing of 92m of footpath between Gypsy Lane and FP 231/10 FP: 231/10: Upgrading 350m of footpath to 1.5m wide Details of works – See previous notes Start Date: Monday 23rd September FW: 92m

Pavement between, BOAT 231/7 -Gypsy Lane and FP 231/10 Oakfield. OCC have now agreed to construct a 1.2m wide pathway replacing the existing 1m wide asphalted surface which is in a poor state of repair. Details of works Completion - By Christmas 2019 Works – Estimated to be less than 1week Traffic – Traffic control, so that the road will be open one way at a time. Pedestrians – Access at all times, however, not suitable for powered wheelchairs. This is most welcome as the path was unfit for powered wheelchairs and prams and dangerous for pedestrians who could be hit by the mirrors of passing vehicles on this narrow length of the main road into the village. I would like to express our thanks to our County Councillor Judith Heathcoat for her assistance in achieving this.

12. Memorial Hedge

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

Action: Now the weather has changed stop watering the hedge, Cllr May to ask B Gristwood to remove dead hedging and weed, as a one-off job. Discussion about including maintenance of site within village maintenance.

13. Financial Matters – RFO Report1/ Report items

- The income and expenditure spreadsheet attached
- Parish Room audit reports and figures for 2018-9 have been approved by internal auditor for review. (To be published on Gt C Parish website) (ACTION RFO)
- Advertisement for RFO's replacement in April 2020 to be posted on parish website shortly (ACTION RFO)
- AGAR received
- Cllr May OALC course £58

2/ Item for action

Forms from Lloyds Bank for adding new signatories to be actioned (please) (ACTION Councillors)

3/ Payments for approval

<u>Ref</u>	<u>Date</u>	<u>Details</u>	<u>Amount</u>
<u>Parish Council & Park</u>			
PCExp06/19	27/06/2019	BGG Garden& Tree Care	204
PCExp07/19	12/07/2019	WWHDC	100
PCExp08/19	10/08/2019	BGG Garden& Tree Care	204
PCExp09/19	10/09/2019	OALC	138.97
PCExp10/19	10/09/2019	Clerk's remuneration	500
PkExp05/19	08/07/2019	BGG Garden & Tree Care	96
PkExp06/19	10/08/2019	BGG Garden & Tree Care	96
PKExp07/19	10/08/2019	RoSPA Playsafety	99
PKExp08/19	10/09/2019	BGG Garden & Tree Care	96

14 Correspondence

- NOTED letter received from Cllr Heathcoat regarding verge damage to Puddleduck Lane
- NOTED e-mail regarding dog mess left in bags round village, including Churchyard – Parish Clerk to investigate low impact signage, newsletter
- NOTED Faringdon Fire station visit

15. Any other business to be added to next month's agenda**16. Date of next meeting 21st Oct 2019**