

**GREAT COXWELL PARISH COUNCIL**

Reading Room, Great Coxwell, Oxfordshire, SN7 7NB

Clerk: Joanna Farrant clerk@greatcoxwell.com

**Minutes of Great Coxwell Parish Council Meeting held on Monday 28<sup>th</sup> November 2022, 6:30pm.**

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| <b>Present</b>       | Cllr Jacqui Russell (Chair)<br>Cllr Mike Harris<br>Cllr Richard Hankinson<br>Cllr Rory Gilmour<br>Cllr Kym MacDonald<br>Joanna Farrant, Parish Clerk |
| <b>In Attendance</b> | County Cllr Bethia Thomas<br>1 member of the public  |
| <b>Apologies</b>     | Daryoush Sharifi, RFO<br>District Cllr Simon Howell<br>District Cllr Elaine Weare  |

| <b>Item</b> | <b>Minute</b>   | <b>Action</b> |
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| <b>1.</b>   | <b>Apologies for Absence</b><br>Apologies were received from District Cllrs Elaine Weare and Simon Howell and from Daryoush Sharifi, RFO.   |               |
| <b>2.</b>   | <b>Approval and Signing of Minutes of Last Meeting</b><br>Minutes of 26.09.2022 were approved and signed.   |               |
| <b>3.</b>   | <b>Declarations of Interest</b><br>None declared.<br>JR to confirm if Declarations of Interest form needs updating to remove declared trusteeship.  |               |
| <b>4.</b>   | <b>Representations by Members of the Public</b><br>No representations were made.  |               |
| <b>5.</b>   | <b>County Councillor's Report</b><br>September/October Report had been circulated. Other items to note: <ul style="list-style-type: none"><li>- Little Coxwell speed limit change consultation is in progress.</li><li>- HGVs emerging from the Quarry onto the A420 are using the Great Coxwell roundabout to turn east on the A420, rather than using the Watchfield roundabout. This is being monitored.</li><li>- A query has been raised about when the traffic lights will be put on the A420/Great Coxwell junction. This is tied to start of development at The Steeds South, which is still in reserved matters.</li><li>- Speed indicator devices are now being used around Faringdon, with one pole on Great Coxwell Road. BT confirmed that each device costs £2,500 to £3,000. These ones were purchased by Faringdon Town Council and must be moved every 6 to 8 weeks. Speed data is recorded, though is not legally enforceable.</li><li>- OCC is opposing the building of the Abingdon Reservoir. The water is not for local use and will have a large carbon footprint.</li><li>- A solar farm at Botley West is a national infrastructure project and out of OCC's control. Members of the public can respond to the consultation.</li></ul> |               |

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|           | <ul style="list-style-type: none"> <li>- Botley Road will be closed for a year.</li> <li>- BT discussed the warm spaces initiatives, noting that the newly refurbished Faringdon library is also an available space.</li> </ul>  |                           |
| <b>6.</b> | <p><b>District Councillor’s Report</b><br/>November Report had been circulated. The 2041 Joint Local Plan is currently putting out a call for land. Land that has been nominated is available for viewing on an interactive map online.<br/>JR noted that an updated Neighbourhood Plan would be required when the current one ends in 2031 to feed into the 2031 – 2041 planning process.<br/>JR requested that the Vale give training to Parish Councils about commenting on the plan and planning applications in time for future consultations.</p>  | BT/EW                     |
| <b>7.</b> | <p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>i. Relating to traffic turning out of The Holloway, which is affected by traffic approaching from the Faringdon direction (B4019) too fast, given the limited visibility for cars turning out of the Holloway. Could a 40mph limit either side of the junction be considered? BT has the matter noted for a FATAAC agenda item, but will refer the issue for a speed survey, which is the first step in consulting on any potential speed limit changes. Changing the speed limit on the Holloway itself to be included within the village 20mph consultation would be hard because of the change from rural to urban, bringing verge mowing obligations amongst other things, but BT would raise the issue of the speed limit on the Holloway.<br/>BT confirmed that other traffic management solutions would be paid for by the Parish Council.</li> <li>ii. A member of the public has raised the use of buggies on the main road to Annabelle’s Nursery and whether the existing footpath could be extended towards Annabelle’s Nursery. The Parish Council has put this forward to OCC officers previously in response to a suggestion that s.106 funds from Fern Hill Gardens (The Steeds) might be available. BT will investigate whether there are in fact funds available, or whether this has been raised in error and s.106 monies were spent in 2019.<br/>A query was made as to whether an entrance was available into Annabelle’s Ranch off footpath 231/10/10, to avoid Nursery user having to push buggies on the main road. The Parish Council was aware that a back-gate was available, but perhaps this could be advertised to parents using Annabelle’s in case they were not aware.</li> <li>iii. BT confirmed that no new waste bins would be available until after the Litter mapping project had been completed in March 2023. JR had previously asked for a bin outside the Park, which had been refused on the basis there was insufficient litter. A waste bin will be installed at the bus-stop on Coxwell Road.</li> </ul> | BT<br><br>JF/BT<br><br>JF |
| <b>8.</b> | <p><b>New Business:</b></p> <ul style="list-style-type: none"> <li>i. Consultation regarding Little Coxwell speed limit change is ongoing.</li> </ul>  |                           |
| <b>9.</b> | <p><b>Ongoing Business:</b></p>  |                           |

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|     | <ul style="list-style-type: none"> <li>i. <b>Dog Mess:</b> Annabelle’s Nursery has completed a competition and chosen a winner, whose design will be laminated and stuck to footpath posts. Any queries should be referred to the Parish Council.</li> <li>ii. <b>Social/Welfare:</b> Christmas Procession: a road closure application has been approved and Annabelle’s Nursery has kindly offered parking.</li> <li>iii. <b>Verges &amp; Footpaths:</b> MH has contacted BGG and the Vale regarding the diseased Elms. MH sent in photos and a location map and is now waiting on BGG to carry out the work, subject to BGG confirming none of the trees are protected. BGG has some remaining works to complete this year and a verge cut to carry out in March 2023, prior to financial year end.</li> <li>iv. <b>Large Verge Management:</b> MH has chased BGG and two other companies for a quote, but none has yet been received.</li> <li>v. <b>Conservation Area Appraisal Consultation:</b> is complete and the report is on the website. The Parish Council will ask Peter Gale if he is willing to attend a meeting next year to explain the changes in more detail. The Parish Council should be mindful of the appraisal when commenting on planning applications.</li> </ul>  | JF                        |
| 10. | <p><b>The Park:</b></p> <ul style="list-style-type: none"> <li>(i) The MUGA has been installed and snagging has mostly been dealt with. Two issues remain outstanding and a new or updated post-inspection report to be completed, so that the Parish Council can submit to and obtain final funds from the Vale.</li> <li>(ii) JR has obtained quotes for saplings and protection for them. £75 for trees, planting materials and basic protection or £175 with metal cages.<br/>It was <b>proposed, seconded and resolved</b> that JR may spend up to £100 for trees and tree protection. This would fall within the existing grounds’ budget for the Park. MH suggested a sign on the saplings might also encourage park users to be careful of the saplings whilst still fragile.</li> <li>(iii) JR had obtained quotes to replace the two memorial benches in the Park, one of which could be unsafe and should be removed. Price would be £400 to £500 per bench, plus installation. JR agreed to approach the Community Fund in relation to one bench.</li> <li>(iv) JR updated the Parish Council on the state of rot to certain items of playground equipment, some of which need replacing this year and some of which can be left to the next inspection. The quote obtained is £2,417, including labour (net of VAT), which would fall within the budget for Park repairs for this year. JR confirmed that the 15 year structural guarantee had now expired and that certain repairs had been carried out previously within guarantee.<br/>It was <b>proposed, seconded and resolved</b> to spend up to £2,500, net of VAT, on repairs to the Park.</li> </ul> | JR/JF<br><br>JR<br><br>JR |

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| <p>11.</p> | <p>i. <b>Approval of Precept Request:</b> it was <b>proposed, seconded and resolved</b> to accept the draft budget in the sum of £20,189.43.</p> <p>It was further <b>proposed, seconded and resolved</b> to request a precept of <u>£16,713.02</u>.</p> <p>It was <b>proposed, seconded and resolved</b> to apply £1,760.17 of current reserves towards the 2023/4 budget. It was noted that anticipated income for 2023/4 was £1,716.</p> <p>From current reserves it was noted that the sum of £13,096 would be held as risk reserve, of which £1500 is allocated to unanticipated price rises and the remaining £11,596 as general risk reserves. A further £500 is held as an allocated reserve to build a fund towards future park equipment replacements.</p> <p>It was noted that based on the notified 195.8 tax base for next year this would lead to an annual increase for a Band D property of £16.40 (from £68.96 to £85.36).</p> <p>ii. It was <b>proposed, seconded and resolved</b> to approve transfers from the training budget to cover overspend within the budget on memberships and wages. It was <b>further resolved</b> that, if required, transfers could be made from the verges budget to cover grounds and repairs in the Park, although this is not yet required.</p> <p>iii. The Parish Council noted and approved the following payments:</p> <p>BGG Garden &amp; Tree Care: £108; £30 (30.09.22)<br/>Opus Gas Supply Ltd: £29.87 (01.10.22)<br/>Everflow Ltd: £17.76 (13.09.22)<br/>DJ Phillips Heating Ltd: £132 (14.10.22) Boiler Service, Gas Safety Certificate; Carbon Monoxide Detector<br/>Octopus Energy Ltd: £19.59 (03.10.22)<br/>Hiscox Insurance Co Ltd: £270.20 (18.10.22)<br/>SMP Transport: £270 (10.11.22), removal of moss and shrubs for MUGA works<br/>RBL Poppy Appeal, for wreath: £30<br/>BGG Garden &amp; Tree Care: £108 (31.10.22): Cutting park on 13.10.22<br/>Community First Oxfordshire: £50 (Membership Halls Advice)</p> <p>iv. Discussion on outsourcing payroll arrangement. JR had obtained three quotes, to be circulated to the Parish Council. JR recommended 'Happy Payroll', as they had indicated they could sort out any past glitches when they set up the system. It was agreed that £140 per annum represented a sensible hourly rate, given the limitations of the free software available to the RFO and the time it took to learn and use that software.</p> <p>It was proposed, seconded and resolved to approve up to £150 for the use of a payroll company for a year, when the matter would be reviewed again.</p> | <p>JR</p> |
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|            | v. Discussion of arrangements for audit 2023: postponed to next meeting.   |  |
| <b>12.</b> | <b>Planning:</b> <ul style="list-style-type: none"><li>i) 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)]</li><li>ii) P22/V1975/HH: Chowle Farmhouse, Great Coxwell, extension and internal alterations (Response submitted 16.09.22). Planning approved 10.10.22.</li><li>iii) P22/V2646/DIS: Discharge of conditions 3, 6, 7 and 8 under application P21/V3482/FUL at Walnut Cottage, Great Coxwell. Not for public consultation.</li></ul> |  |
| <b>13.</b> | It was agreed to postpone the following matters to the next agenda: <ul style="list-style-type: none"><li><b>i</b> Confirm review and update of Financial Regulations</li><li><b>ii</b> Update Assets, Facilities, Activities and Responsibilities document</li><li><b>iii</b> Resolution to update Standing Orders</li><li><b>iv</b> Consider adoption of Complaints Policy</li></ul>   |  |
| <b>14.</b> | <b>Any other business/announcements to be added to next agenda</b><br>KM asked that consideration of other traffic calming methods in the village be added to the next agenda, with consideration of where funding could be obtained.  |  |
| <b>15.</b> | <b>Date of Next Meeting:</b><br><b>Monday 6<sup>th</sup> February 2023, 6:30pm</b>   |  |

Meeting Closed: 8.30pm

[KM departed meeting at 8:20pm]