

PISHILLWITH STONOR PARISH COUNCIL

Minutes of Annual Meeting held at The Village Hall, Russells Water on Tuesday, 15th May 2012

<u>Present</u>	Mr. T. Dunn	Chairman
	Mr. S. Stracey	Vice-Chairman
	Mr.P.G. Godfrey	
	Mr. R. Hunt	
	Mrs. D. Newell	
	Mrs. P. Pearce	Parish Clerk

Also present: 2 parishioners, Dr. Barbara Snell, Mrs. Sue Reed.

- Election of Chairman Mr. Thomas Dunn stepped down and Mr.Stracey assumed chairmanship for this agenda item. Mr.Stracey proposed and Mr. Godfrey seconded that Mr. Dunn should continue as Parish Council Chairman for the forthcoming year. Mr. Dunn thanked Mr. Stracey and Mr.Godfrey and accepted the position; the necessary form was signed and witnessed.
- Election of Vice-Chairman Mr. Dunn proposed and Mr. Hunt seconded that Mr.Stracey should continue as Parish Council Vice-Chairman for the forthcoming year. Mr.Stracey accepted the position; the necessary form was signed and witnessed.
- Declarations of interests (existence and nature) with regard to items on the agenda None.
- Public participation with respect to items on the agenda 8, 9d, 11.
- Minutes of Parish Council Meeting held on 28th February 2012 These were agreed as a true record and duly signed by the Chairman.
- Matters Arising from Minutes
 - Attendance at OALC Planning Meeting 'How Local Councils fit into the Planning System - Effective Responses to Planning Applications', 11th July 2012, Civic Centre, Didcot 9.30-1.00 pm. It was agreed that the Chairman plus a member of the Parish Council would attend this meeting at a cost of £35.00+£7.00 VAT.
- Planning Applications

P11/E2080	Stonor Arms lightening conductor.	SODC refused
P11/E2089	Stonor Arms signs	SODC approval.
P11/E2225	Barn Cottage, Maidensgrove	SODC approval.
P11/E2321ret	Stonor Arms North car park entrance	SODC approval.
P11/E2329 ret	Stonor Arms condenser units	SODC decision awaited.
P11/E2309/2468	Cromwell Cottage, Stonor	SODC approval
P12/S0069/721b	Commonside, Russells Water	PC approval; SODC decision awaited.
P12/S0235	Treetops, Maidensgrove	PC approval; SODC decision awaited.
P12/S0349	Well Cottage, Stonor	PC approval; SODC decision awaited.
P12/S0438	Old Dairy Buildings, Stonor Park	PC approval; SODC decision awaited.
E06/301	Enforcement Cookley Hill Farm	Vehicles are being illegally parked on Maidensgrove Common. Clerk to report to SODC.

Response to Parish Council letter dated 2nd March 2012 to Adrian Duffield, SODC. Paula Fox from SODC had replied to the Chairman to say that the Planning Officers wish to work closely with the Parish Council. She will be contacting the Clerk within the next seven days to discuss the position, with a view to ensuring that the Parish Council views are properly considered as part of the application process..
- Communications - Parish Council Website update

The Parish Council has received a quotation from SKP Solutions to provide a website - acceptance was proposed by Mr. Thomas Dunn, seconded by Mrs. Doreen Newell. Carried unanimously. The Parish Council is awaiting details of when a contract would commence, i.e. when the work on provision of the of the website begins, or when it is actually functioning.

PP

PP

PGG

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9. Finance

- a) Approval of Annual Accounts: The Clerk presented the Summary of Receipts and Payments for the year ended 31st March 2012, which were accepted and duly signed by the Chairman and Clerk for submission to the internal auditor. PP
 The accounts were also agreed and signed by the Chairman and Clerk.
 The Annual Return for the year ended 31st March 2012 was accepted by the Parish Council, signed by the Chairman and Clerk and will be submitted to the internal auditor and then to the external auditor in due course. PP
- b) Refund from HMRC in respect of VAT: The Clerk reported that the VAT refund of £64.86 had been received.
- c) Insurance renewal: As agreed previously, Broker Network (Came & Company) will arrange the renewal of the Aviva Parish Council insurance, Policy No: 24414511CHC. The Councillors discussed the offer from Came & Company that a reduction in premium can be made if a 3-year binding agreement is made, which would reduce the annual premium from £277.55 to £265.00. It was unanimously agreed that the Parish Council should accept the binding agreement and the Clerk was instructed to inform Came & Co. accordingly. PP
- d) Possible provision of notice board for Pishill: The owner of The Crown Public House in Pishill had been approached by Mr. Dunn and Mr. Stracey and had agreed to allow the location of a notice board on his land. The Clerk had received a quotation from Greenbarnes Limited for the provision of a notice board amounting to £243.51 + Carriage of £30.07 + VAT of £54.71, total £328.29. This was further discussed and, as a result of the implementation of the Parish Council website, it was agreed that a final decision should be delayed until it was established whether such a notice board would be required in future.
- e) Secondary Barclays Bank account for Jubilee ticket applications: The Clerk and Mrs. Newell had visited Barclays Bank and a secondary, temporary, account has been set-up to account for the Jubilee party. A cheque book and paying-in book have been received.
 The Clerk reported that the balance at Barclays Bank No: 1 stands at £3070.86
 Cheques drawn at the meeting:
 Ch.no: 100382 Broker Network - cancelled.
 100383 Oxfordshire Rural Community Council, ann.donation £ 30.00
 100384 P.A. Pearce (Clerk's wages £404.30 + tel.exps£20.00+Petty Cash £100) £524.30
 100385 Village Hall, Russells Water (mg. hire 15/5/12 - 3 hrs @ £6.00 per hr.) £ 18.00
 100386 Broker Network (Insurance Policy No: 24414511CHC Aviva) £265.00
 100387 Oxford Association of Local Councils (2 tickets Planning Seminar, £35.00 +£7.00 VAT x 2) £ 84.00

10. HM The Queen's Jubilee 2012

- a) Beacon Risk Assessment etc. Mrs. Newell had carried out a risk assessment for the Beacon lighting which will take place on Monday, 4th June 2012 at 10.15 p.m. Tape is to be provided to prevent spectators from approaching the beacon too closely, and signs for parking and 'crossing places' will be provided.
 Mrs. Newell will visit White Pond Farm to undertake a risk assessment prior to the Jubilee Big Lunch. DN
 The Clerk is to write on behalf of the Parish Council inviting Lord Camoys to light the Beacon. PP
 The Parish Councillors will give details by word of mouth for the Beacon lighting, and an announcement will be made at the Big Lunch. Posters will be given to The Crown, the Quince Tree and The Five Horseshoes public houses. ALL
 PP
- b) Celebratory cake The Clerk had asked the Quince Tree for a quotation to provide a suitable cake to be cut at the Big Lunch. Response awaited. PP
- c) Children's activities The Parish Council discussed options; the Clerk had been given a catalogue by Mrs. J. Hunt, and a figure of £25.00 was unanimously agreed as appropriate expenditure for children's

10. H.M. The Queen's Jubilee 2012 (cont)
 c) Children's activities (cont) crafts and small activities. A 'wall painting' was proposed, plus face painting. Mr. Hunt and the Clerk will discuss these with Mrs.Hunt. RH/PP
11. Roads
 a) Large drainage ditch B480 Stonor In spite of contacts with OCC Highways, the grip to this has still not been cleared. Clerk to contact OCC again. PP
 b) Potholes 'Lodge Farm lane' M'gve The surface here is atrocious and the main road has large potholes across the centre. Clerk to contact OCC. PP
 c) Potholes from the Furze Bush to Cookley Hill Farm and beyond. These are now very bad indeed. Clerk to contact OCC. PP
 d) Beech Barn, Russells Water Large lorries connected with the redevelopment of Beech Barn are causing damage to the area of Common and the verges nearby. The road is now becoming widened at that point. The Clerk instructed to write to OCC and SODC requesting reinstatement following construction. PP
 e) Challenge Henley Triathlon 2012 Along the B480 route, concerns have been voiced regarding the denial of access and egress from properties and from the connecting lanes and driveways. The Triathlon cycling stage effectively confines residents within their homes for 12 hours, which is felt to be excessive. The Clerk had attempted to ensure the attendance at this PC meeting of Mr. P.Ronald of OCC Highways, who has a key position within the County Council for the Triathlon arrangements, but he did not reply to calls. The suggestion of a petition had been discussed with Bix & Assendon Parish Council, but it was felt that letters from individuals would be more effective. The PC has already written to Mr.John Howell, MP, and the County Council, and will continue to monitor the situation. b/f
 f) B480 Pishill Farm to White Pond Farm The road surface melts in warm weather and the central white lines are disappearing. Clerk to contact OCC. PP
 g) Rock Salt Bin This can be provided by OCC for £300, including filling. The matter is to be discussed again at the July meeting, when financial commitments re: the website will be known. It was suggested that Mr. Pearce be asked to provide lids for the salt containers along Park Lane. PP
 h) Deep Cleanse Programme The SODC deep cleanse programme will reach Pishill with Stonor between 21st and 25th May 2012. No specific areas have been identified.
12. Commons Report
 a) Driving on common A small skid-pan has been made on Maidensgrove. To be monitored. DN
 Dog excrement contained in plastic bags continues to be a problem, but the Parish Council does not know how this can be discouraged.

12. Commons Report (cont)
 b) Driving through fields Nothing to report.
13. Footpaths Report Nothing to report.
14. Refuse & Waste Management
 a) Removal of asbestos This had been successfully completed and Mr. Carr had settled his share of costs with Mr. Lakey of Bank Farm, Pishill. Both parties were commended for their action and Mr. Godfrey and Mr. Stracey were thanked by the Chairman for their hard work.
 b) Litter Blitz 2012 Mr. Hunt reported that this had been well supported by residents, and SODC had arrived promptly to collect the rubbish. Drink cans had been monitored but the results were patchy; PC decided to take no further action at present.
15. Townlands Hospital Update The main contractor has been appointed and work should be completed during 2014.
16. Standards Committee - Briefing The Clerk read details of the new standards framework and Localism Act - noted by Parish Council.
17. Information Pack Completed - new pack issued.
18. Any other business
 a) Parking for Jubilee Beacon lighting Mr. Hunt queried the position of the car parking, which is to be accessed by driving on to the Common near to The Furze Bush, towards the corner by Hatch Lane. A pedestrian crossing-point will be provided.
 b) Beacon Lighting The Jubilee beacon will not be lit too early and will burn for a short time only to minimise fire risk. RH/SS
 Mr. Hunt and Mr. Stracey will organise the provision of suitable combustible material and the actual lighting, which hopefully will be initiated by Lord Camoys.
 c) Jubilee Party & Beacon A short meeting will be held at White Pond Farm to finalise the arrangements for the Jubilee party and beacon. ALL
 d) Old Road, Pishill A sign has recently been erected stating that the Old Road, Pishill, has 'No public right of way'. Noted.
19. Date and Time of Next Meeting
 Tuesday, 26th June, 7.00 p.m. Venue to be confirmed. PP

There being no further business to discuss, the Chairman declared the meeting closed.

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 Chairman