

NETTLEBED PARISH COUNCIL

Minutes of the Parish Council Meeting
held at 7.30pm on Wednesday 2nd March 2016
in Nettlebed Village Club

BUSINESS TO BE TRANSACTED IS LISTED BELOW:

Parishioners/Public/Press are welcome

Present: Cllrs B. Lewis (BL), J. Sedwell (J Sed), J. Simon (JS), N Gibson (NG), D Butler (DB), B. Collier (BC), G. Bond (GB), and J Pryce (JOP) Clerk

Also present

Malcom Lewis (Nettlebed HHW Area Coordinator) (ML), Steven Harrod (SH) for part of the meeting.

018/16 Apologies for absence

David Nimmo-Smith sent his apologies.

019/16 Members declarations of personal and prejudicial interests

None declared.

020/16 Resolution to adopt Minutes of previous meeting

The minutes from the parish council meeting on the 13th January 2016 were amended for minute reference '016/16 a) An annual payment of £600 to NDCC' was changed to £350 as the clerk had entered the wrong amount. Councillors then agreed the minutes and they were signed by BL.

021/16 Matters relating to SODC

David Nimmo-Smith emailed his report. JOP listed the subjects: Oxfordshire unitary councils, CIL adopted, Focus groups (21 & 23 March) on waste collection services improvements, Annual meeting of local community and voluntary groups 23 March, Didcot Gateway, Air quality consultation, PCSO report, Grants. Please see attached report on more information.

And OCC

SH talked about the OCC budget, proposals for District Unitary Councils, Didcot Power Station, Village Resilience Fund and a Third Reading Bridge. Please see attached report for more detail.

a) Sue Ryder parking update. The cones needed were found to be over 800 at £4 each. Some cones were used and police came and ticketed cars parked illegally. Double yellow lines at Watlington Street and Mill Road were approved by the Council and will be discussed further on 23rd March at a meeting with Cllr Harrod and Area Steward Keith Stenning.

b) Post Office relocation was discussed in regards the footpath access at the Petrol station, which has been re-done. Bollards will be addressed in the new financial year.

c) Oxfordshire Together – ‘Parish offer’ – a more detailed report will be ready for review in mid May.

Bus subsidies were discussed and a reduced service is likely.

Potholes were reported and the use of ‘Fix my Street’ through the OCC website was encouraged.

Oakley Wood was remaining open but maybe (later) with reduced hours.

Questions were asked about cleaning of street signs. The parishioners were encouraged to take the matter into their own hands. Advisable to check with insurance. It was advised that hi-vis jackets were worn and caution to be observed at all times.

022/16 Police and Neighbourhood Watch reports

ML reported he had attended a meeting with Sue Ryder Care, Nettlebed Estate, NPC, NDCC, TVP and OCC to discuss ways to improve the parking at SRC sales. TVP attended at the last sales day and reported that there were serious problems entering SRC and parking around the village was as bad as ever. TVP took steps to issue parking tickets to some vehicles around The Green. This matter will continue to be discussed with SRC to find a solution.

We are grateful to our PCSO Janice Smith for her work in tracing the youth responsible for damaging School property during the summer holidays. He has previously been warned about anti-social behaviour. He and his family have been told that any further instances could lead to a formal ASBO.

Malcolm Lewis - NHW Nettlebed Area Co-coordinator

023/16 Commons Matters

The brambles will be addressed on the Triangle and a quote is being prepared. There have been complaints about the muddy footpaths along Pot Kiln Lane due to the rise in the ponds level. This is going to be fixed by drainage pipes this will be funded by TOE2.

The Magpies Lane is to be re-surfaced but will need the parish council’s permission on some sections. This project is at the quote stage only at present.

024/16 Grass cutting and Hedge management

a) Lion Meadow: It was decided that both sides of the hedge at no. 12 needing cutting and JS to obtain a quote.

- b) Grass cutting quotes - Quote from Mears Estates £262.50 per cut (a £2.77 increase from previous year) and Brian Willis £425 per cut. The councillors accepted the Mears quote and JOP resolved to engage them.
- d) SSE tree maintenance at Priest Hill. JS has tried to contact the owner of the hedge that needs cutting back but nothing has been received. JOP to contact SSE and give permission.
- e) The purchase of a lawnmower for the clerk and councillors to use on smaller sections of grass to be considered. This was decided against.

025/16 Recreation and Amenities

- a) Allotment report - Pat Sparrowhawk has given up his allotment. His and another vacant plot have been taken. More than half the allotment holders are now on direct debit. The posters to advertise half and full vacant plot are on display. Notice to allotment holders will be passed round (in September) not to drive up the lane (also in muddy conditions) from October to April. Thames Water bill cut from £96.12 to £6.71. Two 'Dogs on Leads' signs to be ordered from OCC – JOP to check placement and posts.
- b) A spring 'Clean for the Queen' – March 5th
A national clean-up is declared to coincide with the Queen's 90th birthday.
- c) Her Majesty the Queen's 90th Birthday celebrations – June 11th Saturday noon. £5 per head. Under 10 years free. The school would be like to be involved. A decision has not yet been made as to whether Nettlebed might light a beacon (as we did for the Jubilee in 2012) but GB said he has a metal beacon he could lend.
- d) NSCC Report (please see attached report).
- e) NST report – Nettlebed School Trust – this is still to be resolved.
- f) Requests for Welcome Packs
There have been 5 requests for Welcome Packs from new residents. The new welcome letter has been written and Cllrs agreed to include in the pack:
a leaflet on the Nettlebed & District Commons
Nettlebed Village News (latest issue - December 2015)
an updated village directory
Neighbourhood Watch leaflet
Emergency plan leaflet.
JOP to assemble and distribute.

026/16 Parish Newsletter and Community Website

Poster for the 'Clean for the Queen' has been displayed on the website. There will be a spring edition of newsletter. It was decided to produce two issues per year. New bollards and new padlocks have been installed at the recreation ground.

027/016 Roads and Paths

Nettlebed Parish Council Footpath report, February 2016

Paul and Michele Whitehead (Chiltern Society representatives)

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We have started our tour of the footpaths in Nettlebed to view the effects of the winter. The main impression is one of mud! We never remember the paths being so bad. This has been made worse on some of the paths by their use by horse riders and cyclists. These are not bridleways which will always suffer more from horses. It would be very helpful if the Council would remind, in one way or another, horse riders and cyclists to avoid using footpaths?

For those intrepid walkers braving the mud, there are a few non-scheduled hazards for them to be aware of. When the fallen tree across the B481 was removed lots of the large branches were piled up across NE20 (Copse Wood). The area around them is quite hazardous with brambles etc. There are also fallen trees partially blocking NE18 (Digberry Lane) and NE19 (Bushes Lane). These issues have been reported to OCC.

If Council members need to locate these footpaths, if they have patience, they can do so on the OCC website or they can refer to The Chiltern Society footpath map No.2 Henley and Nettlebed.

It was agreed to designate a path to each councillor at next meeting.

028/16 Transport

This has been addressed earlier.

029/16 Parish Council Insurance Quotes

The quotes were not available for the meeting but will be for the May meeting.

030/16 Planning

a) Planning applications received

Reference	Date Registered
Location/Description	Deadline
P16/S0017/LB Red Lion House, 1 High Street, Nettlebed RG9 5DA Replacement of three second floor windows NPC APPROVED 27 February 2016	16 February 2016 12 April 2016
P16/S0220/HH 27 The Ridgeway Nettlebed RG9 5AN Construction of single-storey extension to side and rear of existing bungalow, and demolition of existing garage. (Amended plan received 26 February 2016 showing removal of car port from the proposal). NPC No Strong Views 19 th February 2016	22 January 2016 18 February 2016
P16/S0056/FUL The Old Laundry, The Green, Nettlebed RG9 5AX Insertion of two conservation roof lights, facing north. NPC APPROVED 12 th February 2016	8 January 2016 9 February 2016

b) Planning application decisions

P15/S3959/LB

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6 Watlington Street Nettlebed RG9 5AA
Replace back door
NPC - SHOULD BE APPROVED
New application from composite door to wooden
SODC GRANTED 28th January 2016

7 December 2015
10 January 2016
now 22 January 2016

P15/S3978/HH 12 High Street Nettlebed RG9 5DD
Erection of a single storey side and rear extension. Replacement roof to existing conservatory.
NPC - NO STRONG VIEWS
SODC GRANTED 20th January 2016

27 November 2015
24 December 2015

P15/S3795/FUL Manor Farm High Street Nettlebed RG9 5DA
The provision of 108 photovoltaic panels on the roof
of an existing farm building
NPC - SHOULD BE APPROVED
SODC GRANTED 20th January 2016

25 November 2015
20th January 2016

P15/S3647/HH 14 The Ridgeway Nettlebed RG9 5AN
Demolition of existing garage and erection of two storey side extension with integral garage.
NPC – SHOULD APPROVED
SODC GRANTED 4th January 2016

2 November 2015
Target Committee meeting 20 January 2016

P15/S1538/FUL
The Bungalow, Priest Hill
Demolition of existing bungalow and erection of two dwellings
SODC GRANTED 20th January 2016

P16/S0071/HH
Yew Tree Cottage, 40 Catslip, Nettlebed RG9 5BN
Rear extension and new garage
NPC No Strong Views
SODC GRANTED 23rd February 2016

8 January 2016
3 February 2016
19th February 2016

P15/S1602/FUL
The appeal was dismissed 23rd February
13 The Ridgeway
Erection of two x 2 bed dwellings

- c) Report on planning application responses – still to addressed.
 - d) Paper plans or Web based? It was decided that both approaches be used.
- Holidays to be notified by all councillors to the clerk.

031/16 Clerks Correspondence

- a) OALC training courses – Half day £35 + VAT £42 Full day £65 + VAT £75.83
The new OALC training courses list have come available for 2016.
March 10th **VAT for larger councils** – Steve Parkinson, SLCC

April 20th **Employment** – everything you need to know from recruitment to dismissal – Bethan Osborne

May 18th **Freedom of Information, Data Protection** - – Liz Howlett, solicitor

June 29th **The Clerks Year** – Dominic Stapleton

July 13th **Chairmanship** - – Liz Howlett, solicitor (vice-chairman -maybe)

September 21st **Finance for parish councils** - Steve Parkinson, SLCC

October 5th **Roles and Responsibilities** for new councillors - Liz Howlett, solicitor

November date tba **Planning**

December 7th **Employment briefing** - Bethan Osborne

The clerk resolved to email details of the Freedom of Information/Data Protection course to JS and Planning to GB.

A councillor suggested the clerk go for CiLCA qualifications and the clerk declined.

032/16 Finance

a) Donations/Subscriptions

Donations to Open Space £45 and Oxfordshire Playing Fields Association £40 would be made by 1st April (new directive from them received by email). The donation cheques were agreed but signing will wait for the bank mandate to be complete.

b) Payments received – Allotment payments for 2016/17 – to be banked after 1st April.

c) Accounts to pay – No access to bank for clerk as mandates still not complete. Money has been transferred into current account and this allowed the clerk to be paid (5 month's salary/office rent) and the expenses below were checked by the councillors.

Expenses:

Two places on Internal Audit course (may get refund 50% for non-show of J. Tate) £84.

SODC for a copy of the Electoral Roll for Malcolm Lewis (Neighbourhood Watch) £21.50 (no cheque payments allowed).

Reimburse BL £0.95 for stamps,

Mears Estates overdue invoice for grass cutting £259.73.

Thames Water (water for allotment) £6.71.

The Field Kitchen – refreshments for village event – farewell for Mel Bullock, post-mistress £50. And wages and office rent of £2,216.63 for 5 months. Total £2,639.52

d) There now maybe an on-line version of dual signatory payment from a bank – the clerk is to investigate further before transfer of existing bank arrangements.

e) Added item – Jonathan Tate for internal auditor was agreed by the councillors.

Public Question time: 4 members of the public attended the meeting

Annual parish meeting Saturday 16th April at 10am to 12 noon to be held at the NSCC.

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The meeting ended at 10.20 pm

Date of next meeting – Wednesday 4th May 2016 at 7.30pm in the Village Club

Signed