

NETTLEBED PARISH COUNCIL

Minutes of the Annual (Electors) Meeting of the Nettlebed Parish Council
held at 7.30pm on Wednesday 4th May 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

David Nimmo-Smith (SOC councillor) and Planning Officer Rona Knott for part of the meeting, Malcolm Lewis (Neighbourhood Watch) and 3 members of the public.

BL announced the sad news of the death of former Parish Clerk, Doreen Elms, followed by a minute's silence to reflect on her much valued contribution of Nettlebed Parish Council over nearly 30 years before her retirement in May 2013.

033/16 Election of Chairman and Vice Chairman

BL proposed J Sed as Chairman, seconded by all of the councillors.

J Sed proposed BL as Vice-Chairman, seconded by all of the councillors.

J Sed thanked the councillors for all their hard work during the year, including the OCC and SODC councillors and the clerk.

A bouquet of flowers was given to BL for all her hard work as chairman for the past 7 years.

034/16 Apologies for absence

OCC councillor Steven Harrod emailed his apologies. SODC councillor Charles Bailey and Cllr. Greg Cupitt-Jones were not present.

035/16 Members declarations of personal and prejudicial interests

None declared.

036/16 Resolution to adopt Minutes of previous meeting

The minutes from the parish council meeting on the 2nd March 2016 were declared true and accurate and signed by J Sed.

037/16 Matters relating to SODC and OCC

Steven Harrod emailed the attached report.

SODC Cllr. David Nimmo-Smith congratulated J Sed for his promotion. Well wishes to all members were expressed for the pivotal role that parish councils have as being close to the local people.

Bus subsidiaries were being withdrawn on the 20th July at the end of school year. If a bus company was going to tender to keep a service then that would have to be registered 56 days before (28th May). Section 106 funding could be used as a short term solution.

SODC has issued a Corporate Plan which is a statement of intent for the next 3 years. As a growth county this will be to protect the rural environment, encouraging local rural business and dealing with housing requirements. There are election in 3 years' time. More details on the SODC website.

The district is the best for recycling in the country and part of that is fabric recycling collection service is starting once a fortnight. This is to save a trip to Oakley Wood recycling centre.

Unitary councils. The district view of this is that there will be change. South Oxfordshire and South & Vale are putting together plans to provide a better service by breaking up the county to create 3 – 4 districts. County and districts would disappear and a single unitary authority will take over or smaller unitary entities. Services will still be provided as present.

The question of why this process is being started now with the cost of £200,000 (£100,000 each). The structure at present was perceived as not efficient with a lot of the public asking who does what had led to confusion.

Why are the districts and county not working together to find a solution?
The initial stage had not gone well and so a consultation paper with options had been commissioned on both sides.

Models of other counties could be studied? Wiltshire is a Unitary (as an example) and works well. This process seems to be happening across the country.

Although costly exercise to produce these reports, it was deemed that a pay now and save later was more cost effective. There will be a public consultation period later.

038/16 SODC Planning officer – Rona Knott

Update on Local Plan the SODC are preparing. Last March 2015 was the presentation of the Local Plan to involve the Nettlebed community. We set out options to where house to go in Nettlebed – land up to 20 houses. There is a consultation on-line on the SODC website which summaries the comments made.

Two sites were identified as possible. Sue Ryder and behind the petrol station. That stage was the defined options and will be complete at the 27th of June. This will also set out where short listed sites are available/suitable. This will be the preferred options stage. A consultation stage will run for 8 weeks. During that time there will be an invite to residents to stage another exhibition with boards in early July. BL asked for the date to be emailed when known so the Community Centre could be booked

Criteria for preferred sites? Results from the local consultation would look at constrictions to the site such as listed building, flooding, ecology, access to facilities.

Is the site ownership established, is it available and deliverable?

Sue Ryder is now uncertain as a site and there would be need to be an assurance that a new location for the hospice confirmed before being a preferred site.

Cost of Local Plan is expensive and does the parish council need to do one? Or be forced into it? DNS confirmed that only encouragement/support are given. Now SODC have more Neighbourhood planners, if you want someone to come and discuss and funding/contribution, they would be happy to meet.

As there seems to be unlimited infill going on, does infill count towards the housing need quota? No. This is seen as a bonus.

The new Local Plan will go before cabinet next Thursday 12th. Larger villages will have the housing quota increased by 10% (this would be now 22 new houses for Nettlebed) and will be spread out rather than grouped together.

Old Camp Road, WWII building (which OCC own) has had an enquiry to buy for development. The issue of the building being on common land will be decided by OCC if plans progress.

039/16 Emergency plan

The Emergency Plan contacts and telephone numbers have been asked to be checked and the form was given to J Sed. If any changes to be made the clerk will update.

Acquiring a generator for the school funded by SEE has changed size. Due to maintenance costs and time for a large generator plus diesel when this model can be delivered within 4 hours, it has been decided that a small model could be donated by SEE. This new SSE delivery strategy of emergency generators has been put around the county so close enough to be delivered quickly. A smaller portable one – for emergencies with lights and fan heaters on stand-by seemed to be a good compromise in an emergency. Grant to be applied for the smaller one was agreed by the parish council.

040/16 Police and Neighbourhood Watch reports

Malcolm Lewis gave the following report:

Some vandalism to the cricket side screens on the recreation ground which has been mended and the police informed.

J Sed asked about areas whether volunteers were still needed. ML confirmed that Port Hill, Wanbourne Lane and Ridgeway were not represented.

041/16 Commons Matters

Crocker End. Agreement was asked for Maggies Track resurfacing from the parish council. This was given.

042/16 Grass cutting and Hedge management

JOP confirmed that Mears Estates had been informed their quote had been accepted.

Hedge in Wanbourne Lane to be cut OCC or SODC. JOP to check for the responsibility.

043/16 Recreation and Amenities

a) Her Majesty the Queen's 90th Birthday celebrations - June 11th.

NETTLEBED PARISH COUNCIL MEETING 4TH MAY 2016

A grant from SODC has been made available for £361. The costs have been estimated and the form filled in by BL and signed by BL and J Sed. This was passed to JOP to send in.

b) NSCC

Insurance to be now paid by the school instead of joint funded by parish council. The councillors all agreed with the proposal.

c) Defibrillator quotes

The two quotes - Millie's dream - £1,425 – donation £125 = £1,300. Electrician £90 but training costs are unknown. WELmedical £1,381.75 Electrician £260 – training free. As JOP had dealt with both providers, she advised WELmedical mainly due to their excellent training. The members agreed and JOP to get agreement for siting on the front of the Village Club.

d) New noticeboard

As the SSE had put a notice (no notices) on the enclosure of a disused junction box on the path from Wanbourne Lane to the Village Club, it was suggested that a new noticeboard be installed. Quotes for noticeboard to be gathered for next meeting. JOP to contact Heather Giles (Nettlebed Estates secretary) for permission for installation on the wall on the opposite side to the Village Club.

044/16 Parish Newsletter and Community Website

Thanks were given for the distribution of the Newsletter from J Sed. Next newsletter will be published in autumn. JS asked for members to check the contact pages.

0045/16 Roads & Footpaths

Two projects - double yellow lines at Watlington Street and Mill Road are only to be implemented when absolutely necessary. The bollards at pinch point on footpath to the post office/petrol station.

Both these projects are to start their evaluation process in May. BL resolved to contact Keith Stenning to check on progress.

a) Footpath report from Paul Whitehead (Chiltern Society Representative)

“We are pleased to report that the large branches that were piled up across NE20, described in the last report, have been removed by the Chiltern Volunteers.”

JOP informed the members that NE20 was the footpath from Bushes Lane (going North) to the B481 (Watlington Street).

Sue Ryder sale day parking was reported on by JS and he suggested that the use of cones to be used by residents that are affected. The cost of £28 for 5. The exact number will be to be calculated and JS was asked to order some and the parish council would refund. The idea is that the residents would put them out on Sue Ryder Sale day and keep them at their property but it would need to be clear to them that they were parish council property.

b) Designate a path to a councillor.

It was decided that the councillors would chose a path and inform the parish council at the next meeting.

046/15 Transport

NETTLEBED PARISH COUNCIL MEETING 4TH MAY 2016

NG gave the following information: Thames Travel is to issue a plan by the middle of May to keep the service. The Section S106 funding may be used to help with this. At this stage the Thames Travel plan will need to be finished before any action/funding can be applied.

Henley Handi-bus (Richard Hogkin) and CFO (Community First Oxfordshire) have joined to provide this door-to-door service which runs as a charity. A donation of £250 was agreed. This services starts on 10th May. Booking through Good Neighbours.

047/16 Parish Council Insurance quotes 2016/17

The parish council insurance is due for renewal on 1st June 2016. The following quotes were received but the current insurance providers failed to meet the deadline. Zurich 1-year deal £377.13 3-year deal £359.95
Option to include Multi-play structure replacement (option 1 and 2 are the different quotes for replacement). Option 1 at 1 year £477, 3 year £450.
Option 2 at 1 year £449.10, 3 year £424.72
AON – £393.86 1 year
Zurich was chosen as a 3 year deal but the insuring of the mutli-play structure replacement was excluded.

048/16 Planning

a) Planning applications received

Reference/Location	Date Registered/ Decision
P16/S0972/FUL 13 The Ridgeway, Nettlebed RG9 5AN Erection of one dwelling	20 April 2016 Target 15/6/16
BL to pass round the comments to accompany the refusal response for the planning application above.	
P16/S0889/HH Safron Cottage, 3A Watlington Street, Nettlebed Oxfordshire RG9 5AA Single storey rear extension. NPC – NO STRONG VIEWS 7.4.16	10 March 2016 Target 5/5/16
P16/S0658/LDP Safron Cottage 3A Watlington Street Nettlebed Oxfordshire RG9 5AA Single storey rear extension with fat roof.	Withdrawn

b) Planning application decisions

P16/S0220/HH 27 The Ridgeway, Nettlebed RG9 5AN	22 January 2016 NPC NO STRONG VIEWS
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NETTLEBED PARISH COUNCIL MEETING 4TH MAY 2016

Construction of single-storey side extensions to existing bungalow, and demolition of existing garage. (Amended plan received 26 February 2016 showing removal of car port from the proposal). SODC Granted 18.3.16

P16/S0056/FUL

The Old Laundry, The Green, Nettlebed RG9 5AX
Insertion of two conservation roof lights, facing north.

8 January 2016
NPC - APPROVE
SODC Granted 3.3.16

P16/S0017/LB

Red Lion House, 1 High Street Nettlebed RG9 5DA
Replacement of three second floor windows.

16 February 2016
NPC - APPROVE
SODC Granted 12.4.16

049/16 Clerks Correspondence

- a) The Big Clean Up – as the camp (abandoned) has been cleared, the clerk requested that the kerbs and weeds along the High Street be dealt with. JOP to organise a traffic signs clean day on a weekend. This will probably be in 3 weeks. Vis-jackets are available.
- b) Invitation to a community initiative event on Monday 9th May 2016 3:45 pm at Chalgrove Children's Centre Community Hall. It was resolved that one councillor would go.
- c) Permission for Signs for the Rotherfield Greys Village Fete to be erected was agreed. JOP to inform them.

050/16 Finance

a) Donations/Subscriptions

A donation to Open Space £45 and Oxfordshire Playing Fields Association £40

An annual payment of £350 to NDCC.

These cheques were not raised or signed for the above. This is due to on-going problems with the bank.

b) Payments received

The Precept has been received for first half year payment (£6,600) 7th April 2016.

The majority of the allotment payments have been received.

c) Accounts to pay

Wages to clerk £806.00 and office rent £41.68 total £847.68 for months April and May 2016. This was delayed for reasons as above.

Cheque for £270 for Mears – grass cutting – this cheque was signed.

JOP confirmed that BL had received cheque for £15 for hire of NSCC community hall for the Annual Parish Council meeting and cash £9.51 for refreshments for the meeting.

d) External Audit. Although JOP believed that the BDO external audit authority had changed, this is not so until the following financial year. External Audit Section 1 financial statements were read out and voted as correct and was signed by J Sed

NETTLEBED PARISH COUNCIL MEETING 4TH MAY 2016

and the minute referenced. Section 2 accounts were confirmed correct and signed and minute referenced. The Internal audit will now take place in preparation for the external audit.

There was an uncashed cheque for £50 donation (South & Vale carers) 2014/15 which caused that year's audit to be incorrect. JOP resolved to cancel cheque to correct accounts.

051/16 Inspection Log Sheet

As part of the risk assessment register, the parish council assets are to be checked and a fixed assets log sheet was handed to J Sed. This is to be passed round to be signed as the assets are checked. The assets will be checked again in 6 months' time. The log sheet will be given out again at the 2nd November meeting.

Public Question time

The meeting ended at 10.40 pm

Date of next meeting – Wednesday 6th July 2016 at 7.30pm in the Village Club

Signed

J. Sedwell

Chairman