

2015 – Sheet 28

Minutes of a meeting of Tackley Parish Council held on 9th November 2015 at 7.02pm in Tackley Village Hall.

Present:

June Collier (JC) (Chairman)

Paul Joslin (PM) (Vice Chairman)

Councillors Elizabeth Marshall (EM), John Cook (JCK), Les Summers (LS), Neil Wilson (NW)

	Action
<p>15/072 Apologies for Absence County Councillor Ian Hudspeth (IH), District Councillor Charles Cottrell-Dormer, Councillor Robin Gibbons</p>	
<p>15/073 Declarations of Interest None</p>	
<p>15/074 Confirm minutes of meeting held on 5th October 2015. (JC) proposed that the minutes be signed as a true record of the meeting held on 5th October 2015. (LS) Seconded. All in favour. The minutes were signed and dated.</p>	
<p>15/075 Matters arising from the minutes 5th October 2015 <u>Hedge in front of No 21 Medcroft Road</u> The clerk reported that the hedge has now been trimmed to the required levels and visibility for vehicles leaving the Village Hall car park is much improved. <u>Newsletter</u> – (LS) said that he would prepare a summary of Parish Council business for the next edition of the Tackley Newsletter. <u>Progress on Footpath Clearing</u> – (NW) reported that the kissing gate at the entrance to the first footpath on the heath has been repaired and restored by Lawrence Clack, Dave Robson and Graham Agutter. The Council agreed that they had done an excellent job. There is more clearing of the footpath due in the spring. (LS) reported that the footpath between No 10 and No12 Medcroft Road is very overgrown and</p>	

<p>brambles are growing over the pathway. The clerk was asked to</p>	
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<p>write a letter to the residents of No 10 Medcroft and No 12 Medcroft to ask if it can be cleared. <u>Noticeboards of the village</u> The clerk reported that the noticeboards are nearly fully repaired. A reimbursement invoice for the material costs will be forthcoming. <u>Annual Tree Report</u> The clerk reported that an email had been sent to Bowards accepting their quote and asking them to carry out a survey at their convenience. <u>Salt Grit bin at corner of St Nicholas Road.</u> A salt grit bin has been installed at the corner of St Nicholas Road. The residents are very pleased and thanked the council.</p>	
<p>15/076 To consider District Council matters District Councillor Charles Cottrell-Dormer had asked the clerk to report that he has spoken to Kim Smith about the Sturdys Castle Car Sales using the grass verge for displaying cars.</p>	
<p>15/077 To consider County Council matters The clerk was asked to email County councilor Ian Hudspeth to ask for a progress report on the ditch clearance behind the school. (EM) reported that the school is likely to replace the playground equipment before Easter and it may be good to try and do this job before they put all the new equipment in place.</p>	
<p>15/078 To consider planning matters (JCK) reported that WODC Planning Department still have not issued the planning approval for the Street Farm development pending legal agreement of Conditions. <u>Planning Application 15/03667/HHD</u> Single storey extension to 87 Medcroft Road Overall the Parish Council was generally happy with this application. (JCK) thought the terrace over the extension will create an overlooking problem for adjoining house and garden. <u>Planning Application 15/03807/HHD</u> Front Porch at 17 Lower Hades</p>	

<p>There were no objections to the proposed porch.</p>	
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<p>15/079 To consider Parish amenities</p> <ul style="list-style-type: none"> - <u>Community Asset progress</u> (PJ) reported that the survey and the valuation have now been done. He is in possession of a preliminary report for the valuation. A more detailed report is pending. Once this detailed report has been received then he proposed that he talk to the selling agent and find out a true estimate of the price that Hawthorne Leisure is willing to accept as a bid. There is a deadline of Feburary for a bid to be lodged. (PJ) also said that he would prepare a small report for the newsletter and circulate it to the other councilors. It can then be passed on to (LS) to include in his Parish Council report in the newsletter. There was some discussion about the mechanics of making the bid, however it was decided that until we know what the seller would be willing to accept, no firm decision needs to be made. - <u>Ground Maintenance contract</u> The clerk reported that four companies had been asked to quote for the next five year contract for ground maintenance of the village. Only two companies actually quoted for the contract. (JCK) and the clerk met with Mark Probbit from M and D Gardening and he has sent in a quote. Green Scythe also has provided a quote. The clerk had prepared a comparison of the two quotes and it was very clear that Green Scythe Ltd was the best value. (JC) proposed that Green Scythe Ltd should be reappointed as the Ground Maintenance company for Tackley. (JCK) seconded. All in favour. The clerk will send off the acceptance of their quote , but also request a more detailed invoice 	

from Green Scythe so the Council is aware when one-off jobs have been completed.

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15/080 Matters of finance

Budget Review

(JCK) had prepared a draft budget for 2016/17.

There was some discussion to clarify the budget, including money put aside for the noticeboards and speed monitoring equipment.

There was a discussion about resurrecting the traffic calming project. (NW) agreed to revisit his previous research that he had done and prepare a short report of the cost involved and the equipment's capabilities. (PJ) proposed that we leave the precept at £22,500. (LS) counter proposed that the precept should be reduced to £20,000.

A vote was taken and it was agreed that the precept should stay at £22,500. The clerk will write to WODC informing them of this decision.

Payments for ratification

1. Chq no 101481 - BDO LLP - £402.00
2. Chq no 101482 - Quatrac - £150.00
3. Chq no 101483 - Green Scythe - £975.56
4. Chq no 101484 - Tackley Village Hall - £84.00
5. Chq no 101485 - Leys Longden - £1,500.00
6. Chq no 101486 - J Farren wages - £357.39
7. Chq no 101487 - SLCC roadshow - £153.60
8. Chq no 101488 - June Collier expenses - £99.74

(EM) proposed that these payments be ratified.

(LS) seconded. All in favour.

Review of External Audit

The Audited accounts for 2014/2015 have now been signed off by the External Auditors BDO LLP. There were a few qualifications included in the report.

The councillors acknowledged that they had all read and understood the qualifications.

The clerk proposed that small sub groups should be appointed who will be responsible for preparing the Risk Assessment for the council and the Fixed Asset

<p>Register. These groups will meet in early March to prepare both pieces of paperwork and make sure that they are up to date. The third qualification was about numbering each page of the minutes for the year for</p>	
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<p>ease of auditing. The clerk noted that this had not been done for the whole of this year's minutes. This has been rectified by hand for the signed minutes and will be included in the future.</p> <p>The Risk Assessment group will be (JC) (JCK) and the clerk.</p> <p>The Fixed asset register will be (EM) (NW) and the clerk.</p> <p>JCK) asked if anyone knows whether the Parish Council has a set of Standing Orders. The clerk agreed to search the archives as the standing orders are probably really old and may need up dating. We may need to prepare an updated version.</p>	
<p>15/081 To consider other matters</p> <p><u>Apple tree by the Recycle area</u></p> <p>(NW) reported that the apple tree by the Recycle area is causing problems for the recycling as the apples are falling off the tree and into the bins. When the bins are taken to the recycling center the machinery detects contaminates and the recycling is rejected and taken to landfill instead. (NW) agreed to send a letter to WODC to confirm that this is indeed a problem. Cutting down the tree is not the preferred solution to the problem.</p> <p><u>Japanese Knotweed</u></p> <p>(NW) reported that were two areas of Japanese Knotweed in the village. One area is opposite the Methodist Church. This has been there sometime. The second area is in the ditch at the far side of the playing field. At the moment it has died back and it is difficult to correctly identify it as Japanese Knot Weed. It is proposed that these two areas are kept under observation.</p> <p><u>Bracken on the heath</u></p>	

<p>(NW) reported that the bracken on the heath will be treated the near future. This project will be done under advice.</p> <p><u>Hedge along side the road and the playing field</u></p> <p>(JCK) asked if the hedge along side the road and the playing field could be reduced in height when</p> <p style="text-align: center;">2015 - Sheet 33</p>	
<p>receiving the annual trim.</p> <p>(JCK) proposed and (LS) seconded. All in favour.</p> <p><u>Neighbourhood Plan</u></p> <p>(PM) At the public meeting to discuss the Balliol Farm development some of the residents asked whether the Parish Council had a Neighbourhood Plan. There was some discussion about this and the conclusion was that this would be revisited in the future.</p> <p>Nethercote Road.</p> <p>JCK suggested that the Council should discuss the traffic/parking problems in Nethercote Road which has been raised during the Street Farm planning consultations. The problems were highlighted by a number of objectors and, although the application was approved, they are still a concern.</p> <p><u>Bank Account</u></p> <p>The clerk reported that finally the mandate for the changes to the bank account has been accepted. All the correspondence will now be sent to the present clerk rather than the previous clerk.</p>	
<p>15/082 Matters from the floor</p> <p>None</p>	
<p>The meeting was closed at 9.05pm</p> <p>Signed by</p> <p>Date.....</p>	