

## 2016 – Sheet 56

Minutes of a meeting of Tackley Parish Council held on 10<sup>th</sup> October 2016 at 7.00pm in Tackley Village Hall.

**Present:**

June Collier (JC) (Chairman)

Paul Joslin (PM) (Vice Chairman)

Councilors Liz Marshall (LM), John Cook (JCK), Les Summers (LS),

Robin Gibbons (RG)

District Councilor Charles Cottrell-Dormer (CCD)

Meeting declared open at 7.02pm

<p><b>16/110 Apologies for Absence</b> – County Councilor Ian Hudspeth Councilor Neil Wilson</p>	
<p><b>16/111 Declarations of Interest</b> - None</p>	
<p><b>16/112 Confirm minutes of meeting held on 12<sup>th</sup> September 2016.</b> JCK proposed that the minutes be signed as a true record of the meeting. RG seconded. All agreed.</p>	
<p><b>16/113 Matters arising from the minutes 12<sup>th</sup> September 2016</b>  <u>TAG accounts</u> - The clerk had received a set of accounts from the treasurer of the TAG committee. These accounts have been distributed to the councilors. There will be a meeting of the TAG committee in the next month. It is proposed that the Parish council should administer the accounts from now on, so there is total transparency. The clerk agreed to take over the running of the accounts.  <u>Oak Tree seat on the Green</u>          The clerk reported that Eynsham Sawmill had been contacted. They had agreed to look at repairing the seat. At the time of the meeting a reply or quote hadn't been received.  <u>Road Markings at the top of the Tackley junction</u>          The clerk reported that the road marking at the top of the Tackley junction has now been done.  <u>Japanese Knotweed</u> - Tackley Estate have been informed about the Japanese Knotweed at the Lower Hades site. It has now been confirmed that there isn't any Japanese Knotweed at the back of the playing field. No further action required.  <u>SHELAA</u> – JCK reported that he had sent the summary of the Parish council's comments to the coordinator of SHELAA. He has received an email reply thanking the Council for their contribution.  <u>BT Fibre Optic</u> – JCK reported that a representative of BT attended the September Council Surgery. She explained that BT had won the original contract with the Government to roll out Fibre optic broadband throughout the country. Some of Tackley was part of Phase one and now has Fibre optic broadband via the BT cabinet by the telephone box in the village. The rest of the village was due to be</p>	

<p>done in Phase Two. WODC opted out of the contract with BT and have now negotiated a new contract with Cotswold Broadband.</p> <p><u>Benches Maintenance</u> – JC reported that she had spoken to Nigel from</p> <p style="text-align: center;"><b>2016 – Sheet 57</b></p>	
<p>Green Scythe. He will paint and refurbished any benches that we need doing. It was agreed that the three benches in the play area need doing. The clerk was asked to contact Nigel to ask for this to be done.</p> <p><u>Rospa Playground Report</u> – The clerk was asked to contact Rospa to ask them to clarify the comment in the report about the wooden combine harvester. A reply has been received from Rospa. They confirm that there just needs to be monitoring. There have been no injuries reported so far.</p> <p><u>Parking outside Rose Cottage</u> – The clerk reported that she had emailed Phil Workman, who agreed to speak to the residents of Rose cottage to ask them to refrain from parking so near to the junction.</p>	Clerk
<p><b>16/114 To consider matters for District Council</b></p> <p>JCK asked CCD about the WODC’s decision to opt out of the contract with BT and renegotiated with Cotswold Broadband. CCD said he had no knowledge of this decision.</p> <p>CCD suggested that the clerk could write to the Chief Executive of WODC to ask any question.</p> <p>CCD reported that the Local Plan is still in progress.</p> <p>It is proposed that there will be a new village at the Eynsham roundabout. There will also be another 1000 homes on the other side of Eynsham.</p> <p>The County Council is very keen on the idea of one big council.</p>	Clerk
<p><b>16/115 To consider matters for County Council</b></p> <p>JC reported that the County council is in the process of relaying the pavements in Balliol Close and Nethercote Road. The clerk was asked to contact OCC to ask if the pavements on Medcroft Road are going to be done as well.</p>	Clerk
<p><b>16/116 To consider Parish Amenities</b></p> <p><u>Play area Maintenance</u> – LM reported that the new bins have been delivered and fitted. LM has also spoken to Trevor Stewart about doing to work on the repair to upright support of the Zip Wire.</p> <p>LM also contacted Sutcliffe and was assured that the contractors would be at the site by the end of September to repair the tunnel area.</p> <p><u>Jubilee Garden – Tree planting</u></p> <p>The clerk reported that the tree for the Jubilee garden has been ordered. There was some discussion about whether the council use a professional team to plant the tree or just have the tree delivered and we get someone local to plant it. PJ proposed that we use Nicholson Nursery LTD to plant the tree. LM seconded. Paul Joslin agreed to meet the contractors at the site for the planting.</p>	Clerk  PJ  CLerk

<p><u>Traffic Issues</u> NW is away on holiday and it was therefore decided that any decisions on Traffic monitoring system should be postponed.</p> <p><u>Boward Tree Survey</u> – JCK reported that he had received a quote from Boward Tree Specialist to do the annual tree inspection. The quote is £380.00. JCK proposed that this quote be accepted and the clerk was asked to confirm this with Boward. LM seconded.</p> <p><u>Scouts Firework display permission</u> An email request from the scouts has been received by the clerk asking permission for them to hold the</p>	Clerk
<b>2016 – Sheet 58</b>	
<p>Annual Firework display on the playing field. The council granted permission. The clerk reported that the scouts had given a copy of their insurance policy. However this doesn't seem to cover firework displays. The clerk was asked to email permission but point out that the Councils insurance does cover Firework display and ask the scouts to check their insurance so they are covered.</p>	Clerk
<p><u>44b St John's Road, Tackley LS</u> has prepared and circulated a summary of the ongoing saga of 44b St John's Road. The clerk had received an email from OCC giving details of the contact details of the owner. Unfortunately these contact details are the same as the name and address that had been used to send a letter originally. Royal Mail returned this letter to sender.</p> <p>No one seems to have the current contact details of the owner. The clerk suggested that the council try and register the land with the Land registry. This may cause the owner to get in touch. LS also agreed to try and find out who acted as solicitors for the owner.</p>	Clerk LS
<p><b>16/117 To consider matters of finance</b></p> <p><u>External Audit report- Issues arising report</u></p> <p>The Clerk reported that the External Auditor has now signed off the Accounts for 2015/2016. The following issues were highlighted and the Council needs to take note.</p> <p>Trust Question</p> <p>The Trust Question in Section 1 of the Annual return has not been answered correctly.</p> <p>The clerk reported that this was a mistake on her part. The council is registered as trustees of the Tackley Heath.</p> <p>Minor issue – the following issues have been raised as minor issues or omissions have been identified in the current year's Annual return.</p> <p>The small authority has included grant monies received in box 2, rather than box 3, other receipts.</p> <p>The comparative figures in section 2 do not agree to the audited figures for last year</p> <p>Section 2 of the annual return does not add up by £1.00.</p> <p>All these are noted and were small mistakes by the clerk on doing the first annual return.</p> <p><u>Internal Audit QTR 2</u></p>	

<p>Issues to be resolved – Further development of the Playground checklist needs to be done. This is in hand by LM.</p> <p>Risk Management Policy – Paragraph 7.1 says Assets Register will identify those assets which are insured but the register does not so this. JCK reported that the Risk management Policy couldn't be changed until the AGM. The clerk will change the policy and wait until the AGM to ratify the change.</p> <p>Standing orders and risk management Policy are only dated on the first page, have no page numbers or document identifier, which could lead to document control problems.</p> <p>The clerk reported that this issue has now been rectified and republished.</p> <p style="text-align: center;"><b>2016 – Sheet 59</b></p>	
<p>The parish council minutes are being published as required on the Tackley Village Website, however there is no indication against those minutes which are still not approved by the parish council, these should be marked as DRAFT.</p> <p>The clerk also reported that this has now been rectified.</p> <p>An up to date copy of the budget and predicted budget has been circulated. JCK confirmed that all proposed expenditure were within budget. The councilors had no comments to make about the budgets.</p> <p><u>Payments to be ratified</u></p> <p>Chq 101542 - BDO LLP – external audit - £402.00</p> <p>Chq 101543 – Green Scythe Ltd - £985.18</p> <p>Chq 101544 – Nicholson's Nursery - £84.00</p> <p>Chq 101545 – Julie Farren Wages – Sept - £346.56</p> <p>Chq 101546 – OCC – allotment rent - £50.00</p> <p>Chq 101547 – SLCC subscription - £38.00</p> <p>PJ proposed that these payments be made. RG seconded. All in favour.</p>	
<p><b>16/118 To consider any other matters</b></p> <p><u>Pub Opening next week</u>- PJ reported that the pub is being refurbished at the moment and will be opening next week, on Friday 21<sup>st</sup> October. Food won't be available straight away, but the new owners hope to get the kitchen up and running very soon.</p>	
<p><b>16/119 Matters from the floor</b></p> <p>Michael Watts attended the meeting and commented on the Rail track contractors are parking on the pavements at the weekend while they are working on rail track. He commented that parking on pavements is a real problem and really causes problems for blind, disabled, young mum with buggies, and the elderly. Pavements should be clear for people to walk on unhindered. He suggested that as the pavements have been resurfaced there should be a concerted effort to stop this practice.</p>	
<p>The meeting closed at 8.20pm</p>	
<p>Signed by.....</p>	

Date.....	
-----------	--