

SUNNINGWELL PARISH COUNCIL

MINUTES of the PARISH COUNCIL ANNUAL GENERAL MEETING held on WEDNESDAY 13 MAY 2015 at BAYWORTH CHAPEL

Present:

Councillors Paul Wooldridge (in chair), Hilary Lynam-Smith, Joanne Blower, Colin Weyer and James Greenman.

In attendance: For the initial part of the meeting:
Colin and Annie Thomas, Tony and Sue Thomas.

Brian Rixon (Clerk)

84/15 To receive Councillors' signed Declaration of Acceptance of Office forms

For the May election there were only six nominations for the available seven parish council places. Consequently no election could be held in Sunningwell and the six candidates were returned unopposed and appointed to the council. The council will need to co-opt a seventh member as soon as possible.

Signed Declaration of Acceptance of Office forms must be received by the clerk before the candidates could act as councillors.

Forms were signed by Paul Wooldridge, Hilary Lynam-Smith, James Greenman, Colin Weyer and Joanne Blower. The form from Andrew Veal will be received as soon as possible after the meeting.

85/15 To receive Councillors' completed Register of Interest forms

The Clerk had circulated these forms a few days before the meeting so that they could be completed electronically or printed off and completed manually.

Handwritten forms were received from Cllrs Paul Wooldridge, Hilary Lynam-Smith, Joanne Blower and James Greenman. Cllr Colin Weyer will complete his electronically.

Andrew Veal will be asked to complete his form as soon as possible

ACTION Cllr Andrew Veal

SUNNINGWELL PARISH COUNCIL

86/15	Questions and Comments from members of the public.
--------------	---

Proposed gazebo on the village green.

Annie Thomas questioned the rationale of spending approximately £10,000 on a gazebo for the village green. Cllr Paul Wooldridge explained the reasons for doing so and confirmed that this proposal had been granted approval by the Parish Council at the September 2014 meeting and subsequently confirmed at the October 2014 meeting.

Colin Thomas confirmed it would be useful but felt there should be wider consultation especially from those residents living opposite the green. He suggested a temporary “pop up” gazebo could be purchased for much less and may possibly be used elsewhere – for example, if there was a fete on the cricket field.

Colin also questioned whether the installation of a gazebo would be permissible in view of the rule which prohibits disturbing the surface to a depth greater than 6 inches. Cllr Paul Wooldridge confirmed that this was not considered to be material but would check any ruling that may currently exist.

The Chairman confirmed that the Parish Council would still need consent from the Diocese for a gazebo and believed that a planning application will be required to be submitted to the Vale of White Horse District Council.

Finally, Colin and Annie asked how the Parish Council would manage any misuse of the gazebo.

Speeding Traffic concern near Beaulieu Court

Tony and Sue Thomas consider the 30mph and Slow signs are in the wrong place on the road leading into Sunningwell near Beaulieu Court. Traffic is entering the village too quickly and often braking hard as the road narrows. Tony and Sue suggest the signs should be nearer to the junction with Green Lane and possibly amended to 20mph.

Cllr Weyer advised that from his recent discussions with OCC highways department about problems on the Foxcombe Road he considered it unlikely that more 20mph zones will be created. The Council discussed the matter and asked Cllr Weyer to contact the highways department to try and seek a solution.

ACTION Cllr Colin Weyer

87/15	Apologies for absence
--------------	------------------------------

Bill Dring, Andrew Veal

88/15	Declarations of members' interests in respect of any item
--------------	--

Cllr Hilary Lynam-Smith with regard to flood committee issues.

SUNNINGWELL PARISH COUNCIL

89/15	To elect the Chair of the Council and receive a Declaration of Acceptance of Office
--------------	--

The Council elected Cllr Paul Wooldridge as Chair.

Paul accepted re-election on the understanding that after three years as Chairman he considered that a new Chair should be elected to take over effective from the 2016 AGM.

The Declaration of Acceptance of Office form was signed by the Chair and countersigned by the Clerk

90/15	To elect the Vice Chair and receive a Declaration of Acceptance of Office
--------------	--

The Council elected Cllr James Greenman as Vice Chair.

The Declaration of Acceptance of Office form was signed by the Vice Chair and countersigned by the Clerk.

91/15	To appoint any committees of the Council.
--------------	--

Consideration was given to whether the village green committee should be re-appointed and what the scope and responsibilities of that committee should be, or whether the Village Green should be administered direct by the Parish Council. Committees have to be re-appointed each year and can be advisory or executive.

The Clerk reminded the Council that any committee of the Council should follow the same procedures as the main council. That is,

- The meetings must be advertised and the press and the public have a right to observe how the council or committee operates.
- Therefore the meeting must be in a public place.
- There should be a schedule of meetings for the year.
- Non-councillors can join a committee but they cannot vote.
- An Agenda should be displayed on the notice boards at least three days before the planned meeting.
- The Minutes must be prepared and sequentially numbered and then presented at the next council meeting for approval.
- The Minutes should be displayed on the notice boards and a copy filed by the clerk.

It was agreed the matter should be considered during the coming weeks and then decided upon at the Council meeting on June 24.

ACTION All Councillors

92/15	To approve the Minutes of the Parish Council held on 29 April 2015
--------------	---

The minutes had been circulated prior to the meeting and two councillors had emailed to question the completeness of the minutes. They then raised three concerns at the meeting.

These were discussed and it was agreed the minutes should be signed as drafted.

To clarify one of the points it was agreed that the Council will pay the full cost of the third dam. That is £6,396 based on the quotation from White Horse Contractors plus a further £660 if service checks have to be made. Both prices include VAT which the Council will be able to recover after the event.

93/15	To consider any Matters Arising from the minutes of 29 April
--------------	---

No further matters were raised.

SUNNINGWELL PARISH COUNCIL

94/15	Planning applications
--------------	------------------------------

There were no objections or comments on the following application
P15/V1049/FUL Tilsley Park Replacement of the grass infield

The clerk had received a new application on the morning of the council meeting and Cllr Joanne Blower agreed to undertake the review.

P15/V0227/FUL Bayworth Chapel Change of use

ACTION Cllr Joanne Blower

95/15	Accounts for payment
--------------	-----------------------------

1540	Clerk May	Salary and Office Expenditure	540.52
1541	HMRC	PAYE	105.00
1542	Zurich Mutual	Insurance renewal	808.59
1543	RJS (IA) Ltd	Internal Audit	270.00
1544	Mark McCracken	Strimming Sunningwell and Bayworth	105.00
1545	Paul Wooldridge	Refreshments for Annual Parish Meeting	44.00

96/15	Any other business
--------------	---------------------------

Cllr Paul Wooldridge will contact District Councillor Emily Smith to discuss the preparation of a Neighbourhood Plan.

ACTION Cllr Paul Wooldridge

During the meeting consideration was given to the need to co-opt a seventh councillor. Councillors were asked to nominate willing candidates so the matter could be discussed and ideally an appointment made at the June Parish Council meeting.

ACTION All Councillors

97/15	The Next Parish Council Meeting will be on Wednesday 24th June 2015 at Bayworth Chapel Hall starting at 7.30pm
--------------	---

The Chair closed the May meeting at 10:35 p.m.