

SUNNINGWELL PARISH COUNCIL

MINUTES of the PARISH COUNCIL MEETING held on WEDNESDAY 30 March 2016 at BAYWORTH CHAPEL HALL

Present:

Councillors

Paul Wooldridge (in chair), Hilary Lynam-Smith,
Elizabeth Bennett, Colin Weyer and James Greenman

In attendance:

Dan Heelas, Dean Ferguson, Mike Woodward and Shirley Robinson.
Brian Rixon (Clerk)

39/16 Questions and Comments from members of the public.

Verges between Bayworth and Sunningwell

A letter was received, from Mrs W N Green, expressing concern about the verges between Bayworth and Sunningwell being inaccessible in places due to fallen branches etc. She had reported the situation to the County Highways Department in November, under reference 737749. The Chairman will reply to Mrs Green and assure her the Parish Council will seek a resolution.

Bayworth Flooding

The residents from Bayworth asked to hear progress on the flooding issues that Mike Woodward had reported to the Parish Council on 9th March. The Clerk had written to the County Council under reference 735803, enclosing a video taken by Mike. The Chairman chased progress by writing to the Highways inspector and then talking to her. The matter was passed to the Senior Engineer, Mark Bostock who will give the matter a high priority.

40/16 Apologies for absence.

County Councillor Bob Johnston.
District Councillors Debby Hallett and Emily Smith
Parish councillors Andrew Veal and Oliver Isaacs

Bob Johnston sent a written report on the current status of LTP4 and the proposals for Unitary Councils.

Emily Smith wrote to say that Debby will be issuing their April report shortly. She added that the Vale Capital Grants Scheme is open until 6 May and a separate grant scheme for the Queen's birthday celebrations is to open soon.

41/16 Declarations of members' interests in respect of any item.

There were none.

42/16 To approve the Minutes of the Parish Council held on 24 February 2016.

The minutes were approved by the Council and signed by the Chairman.

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43/16	To consider any Matters Arising from the minutes of 24 February.
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Ash tree by pond

The tree will be felled in the next week.

44/16	Transport Survey – progress report.
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The final meeting with Bob Hindhaugh was held on 21 March.

The clerk was asked to ensure the final report is issued and approved quickly.

ACTION Clerk

45/16	Neighbourhood Plan
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Cllr Colin Weyer reported that the request to include Foxcombe Lane and part of Lincombe Lane in the Sunningwell Plan was declined by Wootton Parish Council. In the same vein Sunningwell have not agreed to Abingdon On Thames' request to include part of this parish in their plan.

There is a need to have a public meeting, in liaison with Community First Oxford, to progress the Sunningwell Plan.

Colin will prepare one or two pages as a guide document to be presented at a drop in session. He will email the arrangements to all parishioners on the Parish Council's address list.

Initially a Saturday session was suggested but further debate resulted in a clear decision to arrange the meeting for the evening of Thursday 16th June. The clerk was asked to book Sunningwell Village Hall.

ACTION Cllr Colin Weyer and Clerk

46/16	Bayworth Flooding
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As mentioned above, in 39/16, the Parish Council has contacted the Highways Department about the flooding, and the blocked ditches, and Cllr Paul Wooldridge will be seeking a meeting with the County Engineer.

Cllr Hilary Lynam-Smith said that a similar matter was addressed some years ago and the County official who dealt with it was Colin Hunt. Also a holding bay had been developed, near the north end of Bayworth Lane, to hold back water flows. Hilary said information should be on the Parish Council's files and those of the County Council.

Hilary, Dan Heelas, Dean Ferguson and Mike Woodward would all like to attend any meeting on site. The Chairman will contact the County Council to arrange a meeting as soon as possible and then notify all interested parties of the day and time.

ACTION Cllr Paul Wooldridge

47/16	Her Majesty the Queen's Birthday Celebrations on Sunday 12 June
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Cllr Elizabeth Bennett is co-ordinating the event and reported that the school is keen to be involved. She will talk to the WI, and separately with Shirley Robinson who said she has been involved in the organisation of similar events. Shirley and Elizabeth exchanged email addresses. The clerk will apply for the grant referred to in 40/16.

ACTION Cllr Elizabeth Bennett and Clerk

48/16	Village Green notice boards and willow tunnel
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Cllr Hilary Lynam-Smith asked if this matter could be postponed to the next meeting.

49/16	Photographs of Parish Council Chair Persons
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The idea of having A4 framed photographs of past and present Chair persons was discussed and approved. Cllr Paul Wooldridge will speak to David Shorten about hanging the pictures in the village hall. Paul will prepare a sample template with a date and name plate for the next council meeting.

ACTION Cllr Paul Wooldridge

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50/16	Boundary fence by the village car park.
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The fence was erected as agreed between the Parish Council and The Pilkington Trust. Cllr Colin Weyer had to make contact with the agent as the initial positioning was not on the agreed line. This was quickly remedied but the gate was installed beyond the limit of the right of way and could mean that parked cars might block the gateway. Cllr Weyer will write and ask that they acknowledge that the gate is in the wrong place.

ACTION Cllr Colin Weyer

51/16	Clerk's salary grade
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The clerk's contact states that, subject to satisfactory progress, the pay scale will move by annual increments on 1 April each year. It was discussed and unanimously agreed that the salary will move on 1 April 2016 from SCP24 to SCP25.

52/16	Community Asset
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Cllr Oliver Isaacs completed the Nomination form applying for the land between Sunningwell, Bayworth and Boars Hill to be declared a Community Asset. He forwarded the form to the clerk who will send it, together with land registry titles and plans, to the Vale of White Horse District Council.

53/16	TLA use of the village green for a social event
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The Parish Council Chairman will write to TLA and confirm they may use the village green subject to the policies and procedures approved by the Parish Council.

54/16	Village Hall Lease
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The Parish Council Chairman is still awaiting a response from the Village Hall Management Committee Chairman and will make contact to seek progress.

ACTION Cllr Paul Wooldridge

55/16	Bus Services
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The Parish Council will contact County Councillor Bob Johnston to see if any further action is possible.

Cllrs Paul Wooldridge and Colin Weyer will speak to Thames Travel and Stagecoach.

ACTION Cllr Colin Weyer and Paul Wooldridge

56/16	Website progress
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The Chairman had written to all councillors suggesting a topic for each to prepare draft articles for the website. At this meeting the need was re-iterated and councillors were asked to send the articles to the clerk as soon as possible

ACTION All councillors

57/16	Footpath from Boars Hill to Bayworth
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The Parish Council approved the quotation received to install a kissing gate at the Bayworth end of the footpath where it turns right towards Bayworth. The County Council will install another gate at the Boars Hill End at their cost.

ACTION Cllr Paul Wooldridge

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58/16 Planning Applications

P16/V0597/LB The Old Rectory
Two new window openings to match existing
No councillor offered any objection.

59/16 Accounts for payment.

1607	Clerk	Salary and Office Expenditure	528.42
1608	HMRC	PAYE	101.00
1609	Sunningwell Scene	Spring edition	200.00
1610	Parish Online	Annual subscription	33.60
1611	Paul Wooldridge	Seminar fee	10.00
1612	Community First Oxford	Annual subscription	55.00
1613	Vale of White Horse	Dog bins	80.38
1614	Brian Rixon	Land registry fees re community asset	20.94
1615	Oxford Green Belt Net	Annual subscription	15.00
1616	Keepnet Limited	Website, domain and email	180.00

60/16 Any other business.

The Diocese has offered to sell the village green freehold to the Parish Council. Cllr Paul Wooldridge will circulate the details and ask all councillors to make their views known.

61/16

The Next Parish Council Meeting will be on **Wednesday 28 April 2016
at Sunningwell Village Hall starting at 7.30pm**

The Chair closed the March meeting at 9:55 p.m.