**PARISH COUNCIL GENERAL MEETING**

**To Join Zoom Virtual Meeting**

Meeting ID: 878 9893 0200

Password: 009680

**18th January 2021**

**MINUTES**

**20/665 Resolution to approve apologies for absence**

* To receive any apologies for absence from the meeting. Members who cannot attend a meeting shall tender their apologies in writing to the Parish Clerk prior to the meeting – Section 85(1) of the Local Government Act 1972.
  + Cllr. A. Deary – Family Commitments
  + Cllr. P. Fuller – Work Commitments
  + Cllr. R. Solesbury Timms – Work Commitments
  + Cllr. W. Smith – Work Commitments
  + Cllr. T. Rice – Work Commitments
* **Apologies not received:**
  + Cllr. C. Bowden

**Proposed: Cllr. M. Allen Seconded: Cllr. K. Burgess**

**20/666 Members’ declaration of interest in items on the Agenda**

* Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting
  + Members had no pecuniary interests on items under consideration of the Agenda

**20/667 OPEN MEETING**

* An opportunity for individuals to raise any items concerning the Parish
  + 5 members of the public attended the meeting relating to Agenda item 20/673 Permissible Bridleways and Agenda items: 20/669/70/76

**20/668 Planning - Letters, Decisions and Applications Chair/Cllrs/Clerk**

**20/668.1 Applications - Determined by SNC – Local Planning Authority**

**None received before the Agenda was issued. However, applications received before the meeting will be reviewed at the next Parish Council meeting on 1st February.**

**20/668.2 – Decisions - Local Planning Authority Responsibility**

* **61 Horton Drive – Approval – Demolitiion of garage – Single storey side and rear Ext. – Part Retrospective.**

**20/669 Playing Fields (PFA) – Astrop Road Cllr. K. Burgess**

* Update & Way Forward
  + New Committee formed and training taken place with ACRE
* Parish Council membership
  + Yet to be addressed.

**20/670 Community Wellbeing – COVID-19 Cllrs/Jones/Burgess**

* Winter Support in the Community
  + Updates have been received from SNC on future supplies.
  + Additional volunteers may be required.
  + Free School Meals being reviewed on best way forward
* ACRE – Update & Recipe Cards
  + Being assessed – designed to work with many of the ingredients in food received.

**20/671 Chairman’s Report Chairman**

* Neighbourhood Watch – Cllr Involvement – Volunteer
  + Still needs to be addressed
  + To be held over to next Parish Council meeting
  + Clerk will be attending Police virtual meetings
* Signage in the village for the Heseltine Gallery – NCC – Cllr Views
  + Chenderit to be asked results of their consultation with residents and sight of letter sent. Concerns also raised relating to whether it would obstruct views. Finger post signage will shortly be installed in various parts of the village making Gallery more easily located.
* Tier 4: High – Any Concerns?
  + None so far
* Peacocks Close/Yew Tree
  + Concerns raised by residents relating to trees and general vegetation are being addressed with Highways to see if a solution can be found.
  + Residents have been sent letters relating to ownership of the trees.
  + A Licence has been issued to the Parish Council relating to plants in containers for the verge – work to be carried out by P.C.

**20/672 I.CC. Report – Internal Monitoring Cllr. M. Allen**

* Virtual meeting took place on Tuesday, 12th January
* Cllr Allen thanked the Clerk for preparation carried out due to the meeting being virtual. Topics covered: Financial/Payroll/Minutes and Agendas/Cemetery/Standing Orders/Asset Register/Risk Assessments/Annual Budget.
* Next meeting: March 2021

**20/673 Clerk/RFO Report Clerk/RFO/Cllrs**

* Permissive Bridleways 2021
  + Open discussion with residents took place and it was agreed that there are intangible benefits that contribute to physical health, mental wellbeing and community awareness.
  + The Landowner has been written to relating to future use and how he would like to take matters forward and whether we can meet his expectations.
  + Suggestion put to Cllrs related to the possibility of funding 1yr in order to give residents time to raise funds required.
  + Chair put forward a proposal relating to how the Parish Council could take matters forward and a vote was taken with those Cllrs attending the meeting. Majority vote: It was resolved that the Parish Council could potentially cover a year’s rental i.e. £4,000.
  + Residents are also forming a small Committee to take matters forward.
* BT Cable Repairs – Waters Lane
  + Still not repaired.
* Cemetery – Damage to Street Light
  + New Street Light has been installed.
* Memorial Bench – Stanwell Play Area – Update.
  + Conversation with Josie Marketis’ daughter covering replacement who fully understands and appreciates what is being done to replace the bench.
* Litter – Waters Lane/B4525 – Bottles & Syringes
  + Environmental and District have addressed the issue and removed items.
* Policies/Procedures issued/Communication Protocol
  + A number of documents have been sent to all Councillors who will need to review them and approve at a future meeting
* VAT Return
  + Claim has been sent to HMRC on 7th January - £11,086
* Siemens Insurance/Came & Co Obligation
  + Siemens and Came & Co are reviewing and taking matters forward.
* Grass Mowing Contract 2021 – SNC
  + Paperwork has been completed and sent to SNC to continue with the contract.
* Training – Cllrs & Staff 2021
  + We have a Training Intent Policy and Cllrs and Staff will be considered for relevant courses.

**20/673 Clerk/RFO Report - Continued Clerk/RFO/Cllrs**

* COVID – Weekly Update – Banbury area
  + Issued to all Cllrs and residents who have businesses, run Committees/Groups + Clergy
  + Question raised by Nick Leggett has been forwarded to appropriate area and we are waiting for a response from Cherwell
* Stanwell Playground – CCTV Installation
  + Unit has been installed
* E-on – Future Costs – Street Lights
  + Letter has been sent to E-on asking for details on street lights due to age, etc. that will need replacing – future budget requirements.
* Pharmacy – Update
  + Under new ownership – website has been updated.

**20/674 Engagement with Residents/Highways/Enforcement Clerk**

**Salmons Lane – Lighting**

* Enforcement – Conservation Area – Repairs
  + Correspondence relating the issues associated with a Conservation area & Listed Building have taken place to establish the best way forward.
  + Agreement yet to be reached.

**20/675 VAS Warning Signs – Update Cllr. K. Burgess/Clerk**

* Date/Location of future installation
  + Unit will be re-located by beginning of February
  + Locations: Chacombe Road, Main Road and Astrop Road
* Licence – 8.8.19
  + Copy held with the Clerk

**20/676 Neighbourhood Plan – Update Cllr. T. Rice/Cllrs/Clerk**

* Steering Group – Update – Future Meeting
  + Next meeting Tuesday, 26th January (virtual meeting)
* Vision Statements
  + Due 19th January – some still outstanding
* Appeal – Land South of Thenford Road – Letter
  + Letter sent by recorded delivery on 14th January 2021

**20/677** Urgent Matters relating to COVID-19 – Unknown when the Agenda is being issued.

* Handled during the meeting at appropriate Agenda items.

**20/678 Next meeting**

* **1st February 2021 – Parish Council General Meeting**
  + Approval of 4 Minutes relating to December and January meetings

**Signed:** **……………………………………………………………** **Dated:** 1st February 2021

**Chair**