**LEAFIELD PARISH COUNCIL MEETING**

**Wednesday 21st March 2018**

Held in the Village Hall, Leafield.

**Those Present**:

Cllr Juli King, Cllr Luke Caunt, Cllr Jackie Hitchman Cllr Amanda Wood, Cllr Andy Wright Cllr Gina Pearce.

Cllr Kieran Mullins

Also present were 6 members of the Public.

**This meeting was recorded**

Juli King For Clerk to Leafield Parish Council

**Draft minutes**

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| **Item No.** | **Subject** |
|  | Welcome & Apologies for Absence – 20.02 Chair opened the meeting and welcomed everybody and explained that due to Clerk being absent we were not aware of any apologies that may have been received from District or County Councillors however the meeting was a week earlier than normal so that may be why they were unable to attend.  **Leafield Parish Council appointment of a new Vice-Chair.**  It was decided not to appoint a new Vice Chair until The Annual Meeting in May and Cllr Luke Caunt agreed to be acting Vice Chair for the remainder of the current year (March and April) |
| **1 Ordinary Council Meeting Standing Items** | |
| 1.1 | **Register of Interest in Items on the Agenda**  Usual Council declaration - Owners of Parish land, Hall and Pavilion.  Cllr Caunt - Owner of Property backing onto Village Hall car park item 4.3  Cllr King - Relative of member of public in land ownership dispute item 3.6 |
| 1.2 | **Approval of Minutes of the Council Meeting held on 28th February 2018**  Due to Clerk absence Minutes were not available. |
| 1.3 | **Matters Arising – To review any previous matters.**  ∙ Cllr Pearce supplied an updated VH key register and informed council that all keys were accounted for.  **Due to Clerk being absent we could not review the following items.**  ∙ Clerk to work on the CCTV issue – Clerk to update  ∙ Clerk to source a new padlock for the Archive cabinet – Clerk to update  ∙ Clerk to buy the 30 speed stickers – Clerk to update  ∙ Clerk to find three quotes for 4/5 industrial type traffic cones – Clerk to check if still required |
| 1.4 | **County & District Councillors’ Reports**  **Cllr Kieran Mullins**  District council grants available of £100 - £500 criteria includes must be able to demonstrate protection of the environment, reduction of waste, improved recycling and secure economic growth within the district.  County Council budgets were approved last month. Council tax has risen by £2.75 for a band D property. The 2nd lowest district council tax in England.  Extra revenue has been secured from GLL Leisure for improved facilities at Carterton leisure centre to include an indoor trampoline park.  The Fox Public House is in the process of being sold and reopens sometime in the next month. |
| 1.5 | **Opportunity for the Public to Speak – This will be limited to 5 minutes per resident and must only be about items already on this Agenda.**  Member of public request to discuss item 3.5  Member of public request to discuss item 3.6 |
| **2 Policy & Finance** | |
| 2.1 | **Approval of Receipts & Payments for February 2018 - Clerk will present to Cllr’s all payments and receipts.**  **The following payments were approved but cheques were not avalible to sign as Clerk was not present.**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Description** | **Chq No.** | **£** | **£** | **Power to Spend** | | Clerk Salary – March 2018 | Now on S/Order | £656.50 |  | LGA 1972 s.112 (2) | | Community First – Renewal  Apr 18 – Mar 19 | 401820 | £55.00 |  | LGA 1972 s.111 | | Oxfordshire Playing Fields | 401821 | £42.00 |  | LGA 1972 s.111 | | OALC Renewal 2018 – 2019 | 401822 | £170.40 (28.40 VAT) |  | LGA 1972 s.143 | | **Totals** |  | **£923.90** |  |  | |  |  |  |  |  | |
| 2.2 | **Chargeable Household Waste**  New charges for April 18 – March 19 come into force  Bin size 240, 360 & 660 Litre are £8.40 & 1100 Litre are £9.45 |
| 2.3 | **Actual v’s Budget**  Budgets were not available to review however no known anomalies were reported. |
| 2.4 | **GDPR – How to prepare for the new General Data Protection Regulation that takes effect in May 2018.**  GDPR pack 1 and pack 2 have been ordered. Council are reviewing policy at next strategy meeting. |
| 2.5 | **Local Emergency Plan**  Council plan to adopt a plan and would welcome a working party within the parish Cllr Liam Walker has provided some information. This item is ongoing. |
| 2.6 | **Working Committees and working parties**  A reminder that the council has a vacancy for a councillor and has for over 12 months.  LPC would welcome volunteers to come forward to help with various things such as - Planning, Play Park, Burial and Cemetery. These Committees can include non-Council members as long as two thirds are Council members. This will be advertised again in future news such as Leafield Whats On bulletin.  It was expected that someone would be attending to discuss a new neighbourhood watch scheme. |
| 2.7 | **Leafield Parish Council Charitable Donation**  Council agreed to donate £100 to a local Family following recent severe and prolonged illness. |
| **3 Environment** | |
| 3.1 | **Old Drovers Lane**  All avenues have now been exhausted to find records to get remaining sections adopted by The County Highways for maintenance. |
| 3.2 | **Burial Ground**  Cllr Pearce updated council regarding environmental , engineering reports and Archaeology interests and sewage connections. All progressing well. |
| 3.3 | **Technical Centre**  Nothing to update. |
|  | **Road Closure Notice – Buttermilk Lane 04.06.18 – 06.06.18**  Advanced warning has been received stating Thames Water want to carry out some essential repair work. |
| 3.4 | **Grass Cutting Contract Season 2018 – 2020**  Not able to discuss – however we noted that contracts should be for fortnightly cuts in all areas and not weekly. |
| 3.5 | **Skip in Chimney End** – Chaired by Cllr Caunt  A verbal request had been made to site a skip in Chimney End understood to be owned by the Parish Council. Councillors had not given permission and referred to skip policy. Resident also complained that area was unsightly and posed a safety risk and wanted to know if skip could be sited on the land and who would maintain it in the future. |
| 3.6 | **Leafield Parish Council registered Land in Chimney End** – Chaired by Cllr Caunt  A resident made Council aware that her land had been incorrectly registered as Parish Land. Investigations are in progress to rectify this error with Land registry. |
| **4 Recreation & Leisure** | |
| 4.1 | **Play Area and Village Inspection**  Clerk not available to  Provide an update on play areas and any other issues throughout the Village. |
| 4.2 | **Village Hall Update**  Cllr Pearce provided an update on the Extension Project, the access ramp and fire doors, quotes are being sourced for more appropriate doors. |
| 4.3 | **Village Hall Car Park Project**  Cllr Caunt deferred this item but advised emergency repairs would be made. |
| 4.4 | **Probation Service Work** –  Council approved a request from PSCO Waller for Probation Service group to work in Village on 25th March to carry out hedge trimming and litter picking. |
| 4.5 | **World War One Centenary 11.11.18** –  Council will discuss in more detail next month |
| 4.6 | **Gym & Pavilion**  Clerk unavailable to provide an update on the recent flood in the Pavilion and a plan of works. |
| 4.7 | **Newsletter**  Brief discussion based on production for May newsletter. |
| **5 Planning** | |
| 5.1 | **Planning Applications Received & Decision Notices**  A round up of all recent planning approvals and new additions. |
| **6 Ordinary Council Meeting Standing Items** | |
| 6.1 | **Matters to be considered for the next meeting.**  Agenda will be issued with deferred items and matters arising from March meting |



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