

**Minutes of the Parish Council Meeting held on Tuesday 5<sup>th</sup> December 2017  
at 7.30 pm at Risinghurst Community Centre**

Present: Barbara Naylor, Steve Fuller, Liz Taylor, David Adams, Graham Drummond, Roz Smith, Derek Taylor, Vicki Purbrick

Apologies: Michael Philpott, Glynis Phillips, Dee Sinclair, Chewe Munkonge  
Absent: Julia Gasper, Bev O'Neil

<p><b>Declarations of Interest</b></p> <p>No declarations of interest.</p>	
<p><b>Community Beat Police Officers Report</b></p> <p>No report given.</p>	
<p><b>To Confirm the Minutes of the Meeting held on the 7<sup>th</sup> November 2017.</b></p> <p>The minutes were checked, amended and signed as accurate.</p>	
<p><b>Matters Arising from the Minutes of 7<sup>th</sup> November 2017.</b></p> <p>No matters arising.</p>	
<p><b>Play area reports</b></p> <p>Nothing to report.</p>	
<p><b>Community Safety Group</b></p> <p>A meeting took place in November. It was decided what will be discussed in future meetings. The next meeting will be held on the 24/1/18.</p>	
<p><b>To Receive Report from Outside Bodies</b></p> <p>Headley Way road works will start on the 23/1/18. The works will probably carry on until September. The first six weeks of the road works will be the worst time.</p>	
<p><b>Planning Applications</b></p> <p><b>17/02969/B56</b></p> <p>Change of use of Nielsen House and annex from office (Use Class B1 (a) to residential (Use Class C3) to provide 114 x 1 bed flats and 20 x 2 bed flats. This application is for determination as to whether prior approval of the Council is required and, if required, whether it should be granted. This application is assessed solely in respect of transport and highway impacts and contamination, flooding and noise risks.</p> <p>Nielsen House Oxford</p>	

**17/03005/FUL**

Change of use from dwelling house (Use Class C3) to House in Multiple Occupation (Use Class C4)

23 Netherwoods Road  
Oxford  
Mr H Yao

**17/03022/FUL**

Alterations to roof to form hip to gable loft extension to create A 1 x 2 bed flat at second floor (Use Class C3). Erection of a first floor rear extension. Formation of 1 no. rear facing dormer. Formation of 4 no. front facing dormers. Provision of additional car parking space.

53 Stanway Road  
Oxford

Mr M Gandhi

**Finance**

**Discuss & Agree Cheques for Payment**

The cheque list, bank reconciliation and Profit and Loss report were handed round to Councillors.

The bank balances were as follows:

Current Account: £63,390.74  
Savings Acc: £7356.02

Clerk will investigate the total of CIL money received and report back to the Council.

Clerk

**Correspondence Received**

As per list provided.

**Fireworks Event**

The evening went well and was a big success. Receipts are listed below from the various sales:

Sale of Glowsticks £200.50  
Donation from Funfair £105.00  
Donation from Catering £40.00  
Sandhills Gate Entrance £261.00

Main Gate Entrance £2240.10

Grand Total £2846.60

It was reported that parking of vehicles on the evening caused a few problems with buses.

It was discussed that perhaps cones could be used next year in certain places to prevent parking issues happening again.

**Hourly Rates 2017**

The Annual Pay Review was discussed. Clerk confirmed that an increase has been made on the pay scales this year and gave the relevant document to the Chairman.

Clerk left the room.

The Chairman confirmed that the current rate is SCP27 £12.440 per hour. The next rate on the scale would be SCP27 £12.564 per hour. The item was discussed and it was decided that the Clerk could have the new rate. The rate was modified in April 2017. It was decided to back date the amount to April 2017. This decision was proposed by Barbara Naylor and seconded by Steve Fuller. All Councillors voted and unanimously agreed to the decision.

**Groundsman Pay Review**

Peter Jacques is currently on £9.00 per hour. After discussion it was decided to increase it to £9.25.

**Allotment Grant Request**

The Council asked for further information to discuss this item. Clerk read through the answers provided and it was decided that the following funding would be awarded:

Membrane £180.50

Gravel £120.00

Money towards removing bramble border £200.00

Clerk will inform the Allotment Association of the decision.

**City Ward Boundary Review**

David Adams attended a meeting on behalf of the Parish Council at the Town Hall to discuss the City Ward Boundary Review. A presentation took place and documents were distributed for perusal. The documents have been distributed to the Councillors. Whilst the meeting took place in the Town Hall it was discovered the documents did not include the new Barton Development. It was decided that this needed to be looked at again before any further developments could take place. The Council should

hear more in January.

**Noticeboards**

Clerk has chased a response but has still not heard anything.

Clerk

**Crab Apple Tree**

The original quote from the City Council for removing the apples when required was £1250.00 + VAT. This was discussed and it was decided that this was not an option. Clerk has requested another quotation from Jim Boyland. The Parish Council have now heard from Hamish Martin about adhoc tree work on an hourly rate for smaller trees. Clerk to ask him to investigate the tree work that would be required.

Clerk

**City/Parish Update Meeting**

The City Vision for 2050 was discussed.

Blackbird Leys had mentioned the problems at Ambassador Way with rubbish being dumped in the recycling area. Tesco are investigating whether the recycling area could be moved closer to the shop so it can be monitored more efficiently.

Work and Leisure, People Community, Environment and transport in the City and Culture in the City were titles of discussions that would happen in the future.

The Local Plan website is [www.Oxford2050.com](http://www.Oxford2050.com)

The next meeting will be held on the 19<sup>th</sup> March 2018.

**Emergency Planning**

David Adams has been investigating the Community Emergency Plans/Workshops. He has found a lot of information on the internet with regard to the topic. Oxfordshire has a unit that does emergency plans for the City. David suggested it could be possible to recruit a few volunteers to collate some information for a plan. The Council will need to decide whether they think they need one in this area. Items for discussion could be: what emergencies are likely in the area, contacts' lists, possible venues, vulnerable people list. David is happy to take this forward. Barbara Naylor and Roz Smith will investigate further whether two other volunteers could possibly help.

RS/BN

**Playing Field & Trees**

Clerk has requested another quote for the tree survey involving tag, digitally plot etc. from ARBUK.

Clerk

As mentioned briefly before, a letter has been received from Hamish Martin. Hamish has now acquired his own insurance. His cost will be £17.50 per hour. Larger jobs would have to be rated separately.

Roz Smith has been liaising with Sarah Aldous from the County Council with regard to the tree in Netherwoods footpath. BBOWT have confirmed it is not their responsibility. A tree officer from the County Council is hoping to visit the site by the end of the week to advise us all further.

**AOB**

Playing Field trustees/deeds need to go on the agenda for next month. Barbara Naylor and Derek Taylor will speak to Philip Bonnier to ask his opinion on a new Solicitor.

No other business.

Meeting closed at 9.00 pm.