

**Minutes of the Parish Council Meeting held on Tuesday 2nd October 2018 at
7.00 pm at Risinghurst Community Centre**

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

Glynis Phillips, Chewe Munkonge,

Apologies: Martyn Rush, Michael Philpott

Absent:

<p>Public Session</p> <p>No public present.</p>	
<p>Declarations of Interest</p> <p>No declarations of interest.</p>	
<p>Community Beat Police Officers Report</p> <p>No report given.</p>	
<p>To Confirm the Minutes of the Meeting held on the 4th September 2018.</p> <p>The minutes were checked, amended and signed as accurate.</p>	
<p>Matters Arising from the Minutes of 4th September 2018.</p> <p>Northamptonshire/Cherwell Partnership was commented on.</p> <p>Firework posters were distributed. Steve Fuller is hoping to build the bonfire on the Thursday prior to the event on Saturday.</p>	
<p>Play area reports</p> <p>Clerk is waiting for a quotation to cut the tree in Downside Dip Play Area and the tree work in the Allotments.</p> <p>Steve Fuller has repaired the goal area in the Kickabout Area.</p> <p>The Groundsman’s Report was distributed for perusal. Following a discussion it was</p>	<p>Clerk</p>

<p>decided that further quotations would be required for the fence repairs and tree work.</p> <p>Approval of £250.00 was agreed for the skip hire to remove the waste in Olive Jacks Field.</p>	
<p>Community Safety Group</p> <p>Derek Taylor attended the meeting on the 11th September on behalf of the Parish Council. Safer Oxford - Project Cuckoo has now been closed.</p>	
<p>To Receive Report from Outside Bodies</p> <p>Pedestrian crossing updates and possible funding from the Growth Board was mentioned.</p> <p>The County Council was awarded £215 million. A portion of it will be used this year to deliver facilities for pedestrians and cyclists. It would be under this budget that the design of the new pedestrian crossing for the A40 would come.</p> <p>The setting of budget and savings for the City Council will happen in January.</p> <p>Road works in Kiln Lane are still ongoing and could be present for up to another two months.</p> <p>The Six Bells Public House has now been reopened.</p>	
<p>Planning Applications</p> <p>18/02404/FUL</p> <p>Single storey extension to north elevation.</p> <p>43 Burdell Avenue Oxford</p> <p>Mr & Mrs Cooper</p> <p>Comments 12/10/18</p> <p>18/02419/H42 DEL</p> <p>Application for prior approval for the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6.0m, for which the maximum height would be 3.3m, and for which the height of the eaves would be 2.2m.</p>	

31 Downside Road
Oxford

Mr N O'Mahoney

Comments 5/10/18

Vicki Purbrick asked if a planning condition could be introduced. This would be to request that when building work takes place at a property that grass verges are left in a reasonable condition.

It was discussed whether a Parish Plan Sub-Committee could be set up to discuss issues like the grass verges. Nadia Amin, Roz Smith, David Adams, Liz Taylor, Michelle Ham and Graham Drummond volunteered to be on the Committee. It was agreed to go ahead with the Committee Group.

RS/NA/
DA/LT/
MH/GD

Finance

Discuss & Agree Cheques for Payment

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

Clerk will look into another report from Sage showing the expenditure against budget.

Clerk

The bank balances were as follows:

Current Account: £50531.89

Savings Acc: £11392.07

Savings Acc: £8546.52
(New Projects)

Correspondence Received

As per list provided.

New Member

A request has been received from Nadia Amin a local shop owner, to join the Parish Council. The form was discussed and it was unanimously agreed that Nadia could join the Parish Council. This was proposed by Barbara Naylor and seconded by Derek Taylor.

As the application has been made by a non-resident the Clerk had this approved by the SLCC that this is permissible.

Football Club

The charges below that have been in place since the start in 2016 were discussed.

Under 7's Team are paying £11.00 a game
Under 9's Team are paying £11.00 a game
Under 14's Team are paying £15.00 a game

Roz Smith and Vicki Purbrick will be investigating possible changes of contract for future years.

RS/VP

Roz Smith will also be looking into amending the booking form for the Pavilion.

RS

Salt Spreading

Clerk has tried to contact Saltgritters Ltd with no success. Looking at a new website link, it seemed that the Council would no longer going to have a particular person as a point of contact. After discussion it was decided to purchase another five salt bins for various locations and monitor the situation. Roz Smith and David Adams will confirm the new locations for the purchased bins.

RS/DA

Playing Field/Trees

Clerk distributed a copy of the letter and documents received from Penningtons Manches. The Solicitor would like to receive confirmation from the Council that they accept the letter received and the Standard Terms of Business. Clerk to sign and return the letter.

Clerk

Domain Name Renewal/Web Hosting

A software renewal for the website has been received from Get Online Ltd. The cost for another year will be £144.00 inclusive of VAT. After discussion it was unanimously agreed to renew for another year. This was proposed by Barbara Naylor and seconded by Derek Taylor.

Officers Expenses/Pay Increment from SLCC

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 £12.564 per hour. The next rate on the scale would be SCP27 £12.815 per hour. The item was discussed and it was decided that the Clerk could have the new rate. The rate was modified in April 2018. This decision was proposed by Barbara Naylor and seconded by Steve Fuller. All Councillors voted and unanimously agreed to the decision.

Officer's Expenses

Steve Fuller has concerns that now the Clerk is at the top of her salary scale she will no

longer have any compensation for the running costs of the office from her address. It was decided to request advice from the SLCC. SLCC gave a recommendation of other expenses that have been given in the past as a guideline. After discussion it was decided to allow the Clerk to claim £50.00 a month. This will include the running costs of Broadband. This was unanimously agreed by all Councillors. This was proposed by Steve Fuller and seconded by David Adams.

Policies

A copy of the Tree Policy was distributed to Councillors. It was unanimously agreed to make no changes at present and will be reviewed again in 12 months. All Councillors unanimously agreed to the decision. This was proposed by Graham Drummond and seconded by Vicki Purbrick.

More work will be required on the Private Policy.

Trees of Remembrance Project

An email has been received from the County Council re. Trees of Remembrance. The Woodland Trust's only condition in gifting the trees is that they must be accessible by the public, and clearly wherever they are planted it must be with the land owner's permission. It was decided to ask for one tree and a plaque. This will be to plant in the Playing Field possibly near the seated area.

RS/
Clerk

Allotment Trees

An email has been received from Jayne Wright. Jayne was asking if the trees over hanging the top of the fence at the top of the Allotments could be pruned. It was confirmed that the land at the top end belonged to the City Council and they would need to be contacted.

Clerk

External Audit

Clerk confirmed that the letter of completion has been received with no recommendations on it. The 2017/18 audit has now been completed.

Risk Assessments

Clerk read through the risks highlighted in the reports received for medium and higher rated. Clerk distributed a copy of the Risk Assessments to Steve Fuller and Michael Philpott for their perusal and comments.

SF/MP

AOB

Roz Smith will look into the Parish Council being able to use the small hall for future meetings.

Liz Taylor distributed leaflets for the noticeboards advertising the Lunch Club for the over 60's.

On Saturday morning at 10.30 am a Macmillan Coffee Morning will be held in the Ampleforth Arms.

Nadia Amin wanted to update the Council on purchasing the outside exercise equipment. The next deadline date for Wren funding is the 18th December.

Derek Taylor will be having further discussions with the Groundsman about the possibility of a Kissing Gate at the Playing Field.

It was mentioned that it would be nice to see more flowers in Risinghurst in the future, and possibly a "Welcome" sign in Kiln Lane and Collinwood Road.

No other business.

Meeting closed at 9.30 pm