

PATTISHALL PARISH COUNCIL

MINUTES of the Annual General Meeting of the Parish Council held on
Thursday, 12th May 2016, 7.45 pm in Pattishall Parish Hall.

PRESENT: Mr. R. Clarke Mr D Keeble
Mr. Barry Evans Mrs R. Gardner Mr Gabriel Abrahams
Mr. D. Hodges Mr. R. Hart Mr M. Mitton

There were 9 parishioners present

Mr Roger Clarke opened the meeting by welcoming everyone present.

1. ELECTION OF CHAIRMAN – 2016/17

There were two nominations for the position of Chairman

Mr John Woollett

Mr Roger Clarke

After a ballot, the following was resolved:

Chairman: **Roger Clarke** be the PC Chairman for the ensuing year. Mr Clarke signed the acceptance of office form. The Chairman stated he would send a letter of thanks to John Woollett, the outgoing Chairman for the many years he had guided the PC as its Chairman, and all the work he had undertaken.

2. ELECTION OF VICE-CHAIRMAN

There were two nominations for the position of Vice-Chairman

Mr Roger Clarke – withdrew

Mr Barry Evans

Vice-Chairman: **Barry Evans** be the Vice-Chairman for the ensuing year. Mr Evans signed the acceptance of office form.

3. COUNCILLORS / WORKING GROUP RESPONSIBILITIES:

The following responsibilities & names were proposed & agreed.

Finance	R. Clarke, A. Addison
Newsletter	B. Evans
Environment	
• Trees & Hedges	J. Woollett
• Grass Cutting	D. Keeble
• Highways	D. Hodges
• Maintenance	R. Hart
Planning	M. Mitton
Allotments	J. Woollett
School Liaison	R. Gardner
Lighting	G. Abraham – Report to PC monthly & to Clerk if urgent
Playing Field Inspection	All - Rota

4. APOLOGIES: J. Woollett (family related), NCC Cllr J. Kirkbride (meeting)

5. DECLARATION OF INTERESTS – Interest & nature of interest to be declared

R. Clarke Personal Planning Application – this item was taken at the end of the PC Meeting. Mr Clarke took no part in the discussion & left the meeting

6. MINUTES OF PREVIOUS MEETING: These had been previously circulated & were duly proposed, seconded and signed by the Chairman as a correct record.

7. MATTERS FOR REPORT – arising from the previous Minutes & not covered elsewhere

- Primary School grant aid – S137 can be used. It was agreed to grant aid the school £3,000.00 towards the new toilet facilities
- Parish Produce Show grant aid – S137 can be used. It was agreed to grant aid the produce show £150.00 a year for the next 3 years.
- Allotment vacancies – matters to be raised with J. Woollett
- Street Lighting – health check. Clerk to forward all relevant lighting information to G. Abrahams.
- Highways – pothole report. Both the Council & members of the public were deeply concerned at the state of the public highway with extremely deep potholes along Banbury Lane. The Clerk to write to NCC copying in the new cabinet member for highways.
- Parish Assets – Asset Register needs updating. B. Evans to check items

8. COUNTY & DISTRICT COUNCILLORS REPORTS

NCC Cllr **J. Kirkbride** – apologies received.

SNC Cllr **Roger Clarke**

- Will be standing down as SNC Chairman on the 18th May.
- The new Chairman will be Cllr Caryl Billingham, a Brackley SNC Cllr.

9. PARISHIONERS POINTS:

- Astcote telephone box – this is one of the earliest versions. G. Abrahams has all the necessary information in order to make enquiries regarding purchasing it.
- Bench on Astcote Green needs maintenance – R. Hart to make a site inspection.
- Grass cutting inside the telephone exchange on Butchers Lane – D. Keeble to make a site visit. Clerk to send D. Keeble all the mowing information & details of new contractor.

10. PARISH PLAN

• **Village Hall**

- a) Funding Faire – hall was represented

• **Neighbourhood Plan**

- a) Working Group meeting Report – B. Evans
 - (i) SNC Plan 2A options discussed
 - (ii) Option 3 favoured for number of additional houses – 25 new dwellings
 - (iii) 50% for Pattishall, 25% for Astcote & 25% for Eastcote
 - (iv) Applications that have already been allocated have been taken into account
 - (v) Concern was registered at the inclusion into the village envelope of a piece of land that had already been rejected for development 3 times on appeal.

- (vi) The working group stated that their brief was to define the village confines.
- (vii) There had been 2 public open meetings in May.
- b) Land – Requests from parishioners for land to be included in the parish envelope
 - Dr. Bye** – Land adjacent to Ivy Grange
 - Mr & Mrs Derby** – Land adjacent to Fairfields, Butchers Lane. It was confirmed that the village envelope would be altered to include land for a bungalow & house on land at Fairfields. In order to clarify further points raised by Mrs Darby, and due to the poor acoustics of the main hall, The Chairman agreed that he & the Clerk would meet with Mrs Darby prior to the next meeting to seek clarification. Date to be arranged.
 - Mr Stretton** – Field SP6752-6093, High Street, Astcote towards the A5
- c) It was agreed to hold an Extraordinary Parish Council meeting on the 2nd June to discuss the SNC Local Plan 2A to include village confines & housing numbers on the 2nd June to discuss the SNC Local Plan 2A to include village confines & housing numbers.

11. CORRESPONDENCE:

Received:

1. Wendy Watts – Diocese Chancellor’s concerns regarding headstones in the New Burial Ground and the gold lettering. Clerk has requested a copy of the Churchyard Regulations (now received) There was deep concern regarding the Chancellor’s remarks. R. Clarke & G. Abrahams to draft a cemetery policy.
2. NCC – Search for unsung young heroes
3. R. Gardner – grass verges not cut outside school. Clerk contacted the PC mowing contractor who had been told by the previous Chairman there was no need to cut this area as the school had their own contractor who cut the verges. However, he would go & cut this area asap.
4. Playforce – community groups funding between £8000 to £12000 is on offer for projects such as:
 - Parks, pocket parks & urban green spaces
 - Formal & Informal play areas
 - Open access sports facilities within public parks & recreational grounds (football pitches, tennis courts & cricket pitches)
 - Informal outdoor recreation facilities – gym equipment & woodland walks
 - Churchyards
 - Spaces in the grounds of hospices & day centres
 - Allotments
 - School grounds
 - Community spaces – housing estates & residential area,
 - Copy of information to be sent to I. Illingworth
5. C. Brient – interested in becoming a Parish Councillor.

Sent

1. John White Funeral Directors – funeral arrangements for the late Evelyn Stretton.
2. SNC, Kevin Lane – Register of Members Interests for G. Abrahams sent to SNC
3. Street Doctor – roads needing urgent attention & drain cover reported
 - Banbury Lane, Church Street, Pool Close & Festival Road
 - Drain cover broken & a hazard outside 46 – 48 Leys Road – reported to NCC

12. PLANNING – Plans received & Determined

S/2016/0658/MAO, Davidson Developments – Proposed development to the rear of Booth Close.
PC Objections

- Outside the present village envelope
- To date, no alterations to the village confines have been agreed.

S/2016/0245/PA, Bugbrooke Rd., Cornhill, Planning approval is required for change of use of an agricultural building to a dwelling

S/2016/0964/FUL, land off Banbury Lane, 1 detached dwelling & garage. This application would be discussed at the end of the meeting to enable the Chairman who had to declare an interest, to leave the meeting

13. FINANCE: Bank Balances	a) Current a/c	£3225.23
	b) Savings a/c	£34,132.22
Monies Received:	1 st half of precept	£12500.00
	Around Pattishall adverts	£457.00
	VAT Refund	£1886.86

It was proposed by D. Hodges, seconded by G. Abrahams & resolved to pay the following invoices

1509	HMRC	Clerk's PAYE	70.00
1510	Campion School	Printing Around Pattishall	325.20
1511	Seb Hodge	Tree work	180.00 (VAT: 30.00)
1512	Allseasons	Grass Mowing	732.00 (VAT: 122.00)
1513	CPRE	Annual Membership	36.00
1514	A. Addison (Clerk)	Salary & Expenses	329.67
1515	K. Crampton	New allotment tap	47.00

Audit Matters:

- Internal audit date – 23rd May 2016 – auditor: Mrs D. Isaacs
- External audit date – 27th June 2016 – auditors BDO (final year)
- Adoption of the following, agreed by all:
 - a) Parish Council accounts for 2015/2016 – copy sent to all Members prior to the meeting
 - b) Adoption of the Annual Return – Copy sent to all Members prior to the meeting
 - c) Adoption of Standing Orders
 - d) Adoption of the Responsible Financial Officer (Clerk)
 - e) Adoption of the Internal & External Auditors
 - f) Adoption of Financial Regulations & Risk Analysis Policy
 - g) Adoption of the Discrimination & Disability Policies & Complaints procedures
 - h) Review of Effectiveness of Internal Audit

14. COUNCILLORS REPORTS:

A. Addison (Clerk) * Bus shelter prices received – information in circulation folder

R. Gardner * The Indian restaurant has been taken over by a school mother & has a bar & will consider opening a shop.
* Birds Hill Road 30 mph roundels. Clerk to make enquiries

B. Evans * Pound Lane 30 mph speed limit – query an update. Clerk will Contact Highways
* Query the length of time a Chairman & Vice-Chairman should stay

in post. It was agreed 3 years with a one year break before being able to apply again.

The Chairman left the meeting & Mr Barry Evans, the Vice-Chairman took the Chair at this point.

Planning Application S/2016/0964/FUL

- Application discussed by Members
- It was agreed unanimously to object to the application on the grounds that it is outside the village confines
- The Council was asked to review its decision as Malus Fields was outside the village envelope & this application should be considered as infill. It would not be seen from Banbury Lane and was in line with Government policy as it was designed for an invalid.
- It was agreed that the working group would re-visit the confines by Malus Fields.

15. PC MEETING DATES FOR 2016 / 2017

Second Thursday in the month, 7.45 pm, Parish Hall, except August when there is no meeting.

There being no further business, the Chairman closed the meeting at 10.00 pm

**DATE OF NEXT MEETING: THURSDAY 9th JUNE 2016
7.45PM, PATTISHALL PARISH HALL**

Signed: Dated: