

# ASHBURY PARISH COUNCIL

## Minutes of Parish Council Meeting

**Date:** Monday 6 March 2017

**Councillors:** Kate Watkins (Chairman), Eliza Lewis (Vice Chairman), Cliff Davies, Richard Fergusson, Lorna Halford, Bill Spence, Yvonne Constance (County Councillor),

**Clerk** James Greenham

**Apologies** Elaine Ware (District Councillor), Simon Howell (District Councillor)

**Circulation:** As above plus minute file, village noticeboard and village website

### **Minutes of the last meeting**

Minutes of the last meeting held on 9 January 2017 had been circulated prior to the meeting and were formally approved at this meeting.

### **Matters arising from previous minutes**

The council needs to update the mandate for signature on the Nationwide savings account. Eliza Lewis will complete and submit the mandate change forms as soon as possible (Richard Fergusson completed). Item remains outstanding **Action: EL**

KW agreed to discuss with the Village Hall Committee about obtaining new noticeboards for use in Kingstone Winslow and Idstone. In addition, it was thought the boards themselves in the bus stop could be replaced as the current ones are perished. Item remains outstanding. **Action KW**

It remains unclear if Church Lane is adopted or not. Kate Watkins agreed to obtain evidence from local residents to confirm the adoption. **Action KW**

In addition it was agreed the clerk will contact the Tree Officer at the Vale to visit the site to help determine responsibility or ownership of the lime trees in Church Lane. **Action JRG**

Richard Fergusson confirmed, following a request from a member of the public, that the local bus company would not drop off residents at Pound Piece itself. No further action.

### **Update from County Councillor**

Yvonne Constance updated on the planned One Unitary Council proposal which is being discussed within all Oxfordshire local authorities. Agreements, outcomes and implementations are due to take effect later in the year if conclusive.

It should be noted however that Ashbury PC was not consulted on the matter and Yvonne Constance agreed to investigate the reasons for this oversight. **Action YC**

### **Update from District Councillor**

Elaine Ware submitted a written update local developments. It was noted the council tax levied for 2017-2018 will increase by 4.3%. Other than that, no specific or urgent topics but copies of the report are available upon request.

### **Planning issues**

*Approved*

None approved

*Pending*

Tractor Barn, Ashdown Park

*Structural repair by National Trust*

Double Cottage, Idstone

*Replacement of windows etc*

### **Financial update for the parish council**

The clerk presented an update on the council's financial position as at 6 March 2017 2016. The estimated annual surplus is £1,746.00.

The council was advised the quarterly payroll processing fee charged by the contractor will increase from £30.00 to £35.00 per quarter. This was agreed and accepted.

### **Neighbourhood Plan development and update**

Cliff Davies updated on progress with the Neighbourhood Plan, including changes of volunteer staff to assist in the process and improve community engagement.

An application for further locality funding has been completed.

The plan remains on schedule and within budget. (It was noted the draft work completed so far was considered exemplary by a planning officer at the Vale.)

It should be noted the parish council agreed on the general expenditure levels for the Plan. The approval and payment process will be managed specifically by the Steering Group in liaison with the Clerk. Any significant cost, or variation to cost, will continue to be approved specifically by the Council.

### **Community Communication plans**

Kate Watkins advised that it is hoped to have an electronic communication process in place within the next few weeks, following continued progress of the Community Communication Group, which meets separately. KW will discuss and liaise with Richard Fergusson. Item remains outstanding

**Action KW**

### **Highways issues and update**

Richard Fergusson will report the defect along the pavement near the school, as this has become a trip hazard.

**Action RF**

In addition it was requested by Mr Reg Smith to have the pavements along Pound Piece examined and repaired.

**Action RF**

All defects can continue be reported by members of the public at [www.fixmystreet.oxfordshire.gov.uk](http://www.fixmystreet.oxfordshire.gov.uk)

Formal thanks were noted to Messrs Edgar Tombs and David Blake for the work they undertook in clearing the pavement along Drews Hill. This has made a great improvement in walking conditions.

A report had been submitted to the parish for the planting of the new traffic calming boxes. A volunteer working group has concluded groundwork preparations. The council agreed to spend up to £500 for plants, grass seed, water granules and weedkiller – although donations would be accepted where possible.

The clerk will obtain a formal quotation from the current grass-cutting contractor to include the three sites in a regular maintenance schedule.

**Action: JRG**

### **Community Update**

*School update* The school will be recruiting for a new, replacement member of staff.

*Village Hall Update* The village hall committee continues to request for any feedback from residents for further improvements to the village hall.

### **Any other business**

The clerk recommended that a new group could be formed to take over long term management of the public open space, such that it becomes a usable and appropriate space for all to enjoy. This will take place during the Spring at the earliest. **Action: JRG**

The clerk has advised he will be resigning from the role at the AGM in May. Therefore the role will be advertised and a suitable replacement recruited.

**Action: all**

### **Comments from the public**

Mr Reg Smith requested a road sweeper be used throughout the village as it was looking untidy. The clerk will instigate a request. **Action JRG**

Mr Reg Smith requested that the concrete steps joining Pound Piece to Millers Lane could be converted into a ramp, which would help some of the older residents negotiate this area. Although this had been unsuccessfully requested and investigated in May/June 2014, the clerk will request again accordingly. **Action JRG**

There being no further business, the meeting closed at 9.30pm.

**Dates of next meeting**

The date of the next meeting (and AGM) will be Monday 8 May 2017 at 7.30pm in the Village Hall. all