

# ASHBURY PARISH COUNCIL

## Minutes of Parish Council Meeting

**Date:** Monday 7 November 2016

**Councillors:** Eliza Lewis (Vice Chairman), Richard Fergusson, Lorna Halford, Bill Spence, Simon Howell (District Councillor)

**Clerk** James Greenham

**Apologies** Yvonne Constance (County Councillor), Elaine Ware (District Councillor), James Neil (Chairman)

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

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

Minutes of the last meeting held on 12 September 2016 had been circulated prior to the meeting and were formally approved at this meeting.

### **Councillor resignations**

James Neil formally resigned his position as parish councillor and Chairman of the council as he is moving away from the village very soon. The resignation was accepted and the council thanked him for all his efforts during the last year.

### **Councillor nominations and acceptances**

The clerk had previously advertised two vacancies within the council (due to the earlier resignation of Mark Watkins and the imminent departure of James Neil). Two residents applied to be nominated to the council.

As such, Kate Watkins and Cliff Davies were both co-opted onto the parish council by a unanimous vote by the remaining four members of council. This was with immediate effect, and the result being all six positions of parish councillors are now filled.

The clerk will submit the completed Register of Member's Interests forms, which were completed by Kate and Cliff respectively. Action JRG

The clerk will also publish contact details of the councillors on the public noticeboards. Action JRG

### **Update from County Councillor**

There was no update from the County Councillor, who was unable to attend due to bad traffic.

### **Update from District Councillor**

Simon Howell submitted a written update on matters, including that the Local Plan part 1 is expected to be adopted before the end of the year by the District Council, following examination by the Inspector.

Local Plan Part 2 – the call for sites has resulted in a significant number having been put forward. These sites are now being reviewed and a number will be shortlisted for further examination. Public consultation will take place once suitable sites have been identified

### **Planning issues**

#### *Approved*

18 Wixes Piece *Double car port*

#### *Pending*

Kingston Winslow Farm, Kingstone  
Winslow *Conversion of stone barn to dwelling*

There has been no further contact with Compton Beauchamp estate with regard to potential development of Kingston Winslow farm.

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

The clerk presented an update on the council's financial position as at 7 November 2016. The estimated annual surplus is £1,503.00

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). **Action: EL**

A mandate change needs to be completed for the Lloyds Bank account (as James Neil has resigned). Kate Watkins agreed to be the new signatory. The clerk will arrange for the form to be completed and submitted. **Action: JRG**

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

Cliff Davies updated on progress with the Neighbourhood Plan. Cliff is now chairman of the steering group, having taken over in October 2016.

It was agreed by the council to part fund any initial set-up and promotional activity (up to approx. £350) before any separate funding is arranged.

It is likely the steering group will appoint Bluestone Planning as a consultant to help in the process.

### **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.

### **Highways issues and update**

Roger Simons will now co-ordinate the establishment of an Ashbury Speed Awareness group which is being formed by the local Neighbourhood Action Group. The council agreed to the funding of up to £400.00 for the purchasing of equipment

A comprehensive report had been submitted to the parish for the planting of the new traffic calming boxes. A volunteer working group has agreed to organise groundwork preparations over the winter, in time for planting before spring 2017.

### **Village school update**

The school has recently been awarded an Outstanding status in a SIAMs audit. This is a great achievement.

In addition, the school was in the top 1% of published schools in the national SATs test results; another great achievement.

### **Village Hall Update**

The village hall committee has requested 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. Notification and requests will be sent out in due course, but in the meantime, grass will be managed using existing funds, with a view that the grass is short enough to manage properly and weeds are under control. **Action: the clerk JRG**

There was much discussion about the ownership of the lime trees along Church Lane. It was noted that Mr and Mrs Smith own two of the trees which are inside their boundary. However it is not known who owns the other trees specifically.

The clerk noted the parish council does not own the land alongside Church Lane, which is in fact a restricted byway and not an adopted highway (as confirmed by Oxfordshire Highways earlier in 2016).

The clerk agreed to refer to the archive minutes from approx. 1952 onwards to establish if there was any notification of ownership. (Post note meeting: the only note from the minutes is the benches in Church Lane were donated and installed by Sir William Cash. There is no reference to him having donated any trees. A newspaper article from the time however references he planted the lime trees but does not state who owns them – or the land!) **Action: JRG**

The clerk will contact Oxfordshire Highways to request adoption of Church Lane. **Action: JRG**

Eliza Lewis agreed to represent the parish council at the forthcoming Remembrance Day service and the clerk will supply the wreath. **Action: JRG**

The High Sheriff of Oxfordshire is requesting nominations for the annual awards for Contributions to Community Life in Oxfordshire. The deadline for submission is 11 January 2017.

#### **Comments from the public**

Mr Reg Smith asked if the bus company can be contacted to establish if they can drop off residents at Pound Piece itself, to avoid the long walk from the nearest bus stop. Richard Fergusson will action in due course. **Action: RF**

There being no further business, the meeting closed at 9.25pm.

#### **Dates of next meeting**

The date of the next meeting will be Monday 9 January 2017 at 7.30pm in the Village Hall.

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