

## WEST HENDRED PARISH COUNCIL

### Minutes of the Meeting of West Hendred Parish Council held on Thursday 13<sup>th</sup> September 2018 at 7.30pm in West Hendred Village Hall

**Present:** Cllr Roy Lennox (Chair), Cllr David Clayton, Cllr Fiona Taylor, Cllr Sarah Lloyd

**Clerk/Finance Officer:** Julia Evans

**District Councillor:**

**County Councillor:**

**Police:** PCSOs Gary Kirby and Charles Brooker

**Members of the  
Public:**

		<b>Action:</b>
<b>97/18</b>	<b>APOLOGIES FOR ABSENCE</b> Cllr Richard Evans, District Councillor Mike Murray and County Councillor Mike Fox-Davies	
<b>98/18</b>	<b>DECLARATIONS OF INTEREST</b> None	
<b>99/18</b>	<b>MINUTES OF THE PREVIOUS MEETING</b> The minutes of the meeting held on 28 <sup>th</sup> June were reviewed and approved. Proposed: Cllr Taylor; Seconded: Cllr Lennox. RESOLVED. The minutes were signed.	
	<b>MATTERS ARISING FROM THE MINUTES OF 28<sup>th</sup> JUNE</b>	
<b>100/18</b>	<b>71/18 (54/18 - 34/18) – Commemoration of the end of WW1.</b> Cllr Lennox proposed putting a plaque on the lych gate. The plaque will include the names of all those who fell in WW1. The plaque will be made of oak and will cost around £200. Cllr Lennox hopes that the cost will be covered by grant funding. It was proposed that the free sapling be planted in the quadrant just outside. Need to establish who owns this land. Cllr Lennox is compiling a book of remembrance for the church. There will be a ceremony to mark the event. Cllr Lennox to discuss the service and the tree planting with Mr Rees. Cllr Lennox will plant the tree.	<b>RL</b>
<b>101/18</b>	<b>72/18 (46/18) – Annual Asset Review.</b> This is complete. Clerk to check details and liaise with Cllr Clayton if there is a problem.	<b>CLOSED</b>
<b>102/18</b>	<b>DISTRICT COUNCILLORS REPORT</b> PCSO Kirby reported that there had been no crimes in the village over recent months. Rural crime is a big issue in the wider area and is currently a major priority for the local police. He also reported thefts from car parks at local beauty spots and a theft from a vehicle at Ardington. PCSOs Kirby and Brooker were thanked for attending.	
<b>103/18</b>	<b>COUNTY COUNCILLORS REPORT</b> Cllr Fox-Davies' written report had been previously circulated. He highlighted that plans for the Oxford-Cambridge expressway corridor have now been published and OCC have issued a response. He also highlighted that OCC has resolved to support GARD in a call for a second consultation on the Steventon reservoir.	
<b>104/18</b>	<b>POLICE REPORT</b> The local area report was circulated ahead of the meeting.	
<b>105/18</b>	<b>PUBLIC OPEN FORUM</b> No members of the public present.	
<b>106/18</b>	<b>PLAYING FIELD REPORT</b> Cllrs Lennox and Clayton have completed the inspections. The new picnic table is bowing. Cllr Clayton to look into this.	<b>DC</b>

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	<p>Clerk to instruct Paul Stoter to strim the playing field, especially under the benches.</p> <p>Concerns were raised about the state of the fort. Cllr Clayton felt it was not serious and Mr Stoter has been instructed to install new posts. It was noted that the ropes are bare and may need replacing in the future.</p> <p>The pad dates on the defibrillator need to be checked. More training is required. Clerk to liaise with St John's ambulance.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>107/18</b>	<p><b>REVIEW OF RoSPA REPORT</b></p> <p>It was noted that work is required to the agility trail. To be considered further at the next meeting. Holes in the ground around the goal posts are due to the dry weather and no action is required. The bark level is poor. Clerk to get prices for a top up from AWBS and Paul Stoter.</p>	<b>Clerk</b>
<b>108/18</b>	<p><b>FOOTBALL NETS</b></p> <p>Quotes for the nets were circulated. An expenditure of up to £70 was approved for the nets and fixing accessories. Proposed: Cllr Lloyd; Seconded: Cllr Taylor. RESOLVED. Clerk to order.</p>	<b>Clerk</b>
<b>109/18</b>	<p><b>FORT REPLACEMENT PROJECT</b></p> <p>Cllr Lloyd to prepare an application to the OCC Localities fund and also the the Vale Capital Communities fund. Three quotes will be required: Cllr Lloyd to organise this. Close up photographs to be taken of the rotten posts. Cllr Evans to be asked to do this.</p>	<b>SL/RE</b>
<b>110/18</b>	<p><b>PLANNING MATTERS</b></p> <p><b>P18/V2040/HH – Fieldfare, Manor Lane.</b> The erection of a summer house/garden office in the south west corner of the plot. Cllrs Lennox and Lloyd to carry out a site visit. It was agreed that, subject to the site visit, there were no objections to the application.</p> <p><b>P18/V2223/HH – Ginge House.</b> Replacement pump house. The Parish Council had no objection to this application.</p> <p><b>Request from SSE for permission to move an electricity pole on Parish Council land.</b> The plans were circulated. The Parish council agreed to give permission for the request. Proposed: Cllr Lennox, Seconded: Cllr Clayton. RESOLVED.</p>	<b>SL/RL</b>
	<b>FINANCIAL MATTERS</b>	
<b>111/18</b>	<p><b>Approval of September Payments</b></p> <p>The September payments totalling £1064.37 were approved. Proposed: Cllr Lennox; Seconded: Cllr Clayton. RESOLVED. The cheques were signed.</p>	
<b>112/18</b>	<p><b>Electronic Payments</b></p> <p>Clerk to chase the bank for an update on online access for Councillors.</p>	<b>Clerk</b>
<b>113/18</b>	<p><b>Payment in lieu of grass cutting</b></p> <p>It was agreed to make a donation to Cancer Research on behalf of Mr Cox in thanks for his work in cutting the grass on the land adjacent to Brook Cottage. Proposed: Cllr Lennox, Seconded: Cllr Lloyd. RESOLVED. Payment to be raised for approval in November.</p>	<b>Clerk</b>
<b>114/18</b>	<p><b>CLP ACTION LIST</b></p> <p>The CLP action list is now online. There has been no interest from parishioners. Cllr Lennox has highlighted items that can now be removed from the list. Cllr Lennox to circulate a revised list.</p>	<b>RL</b>
<b>115/18</b>	<p><b>GDPR</b></p> <p>The privacy policy and IT policy were reviewed. Cllr Lennox proposed adopting both policies. Cllr Taylor seconded. RESOLVED.</p> <p>Email addresses have been set up for Councillors who now need to set them up on their own systems.</p> <p>Cllr Pappenheim from East Hendred Parish Council has proposed a joint online backup solution. Details to be presented at the November meeting. The only outstanding action after this will be the data cleanse which is ongoing.</p>	<b>Councillors</b>
<b>116/18</b>	<b>REVIEW OF RISK ASSESSMENT</b>	

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	The redeveloped risk register was circulated and reviewed. It was adopted subject to the removal of an incorrect reference. Proposed: Cllr Lloyd, Seconded: Cllr Lennox. RESOLVED. Actions from the Risk Assessment to be added to the November agenda.	<b>Clerk (agenda)</b>
<b>117/18</b>	<b>DEVELOPMENT OF AN EMERGENCY PLAN</b> Jonah Maddocks from OCC has walked through the village and feels that a simple plan would be beneficial. Cllr Lennox to make contact with him.	<b>RL</b>
<b>118/18</b>	<b>MISCELLANEOUS CORRESPONDENCE</b> <b>Nominations for the Vale Community awards.</b> It was proposed that Penny Meston be nominated. Cllr Lloyd to speak to her. <b>Minerals and Waste consultation.</b> No response. <b>Winter salt.</b> Not required.	<b>SL</b>
<b>119/18</b>	<b>ITEMS FOR NEWSLETTER:</b> Cllr Lloyd to write something about plans for the fort replacement.	<b>SL</b>
<b>120/18</b>	<b>AOB</b> None	
<b>121/18</b>	<b>DATE OF NEXT MEETING</b> Thursday 8 <sup>th</sup> November at 7.30pm.	

The meeting closed at 9.20 pm

Signed .....

Dated .....

