

**APPLETON WITH EATON PARISH COUNCIL**

c/o 26 Eaton Village, Eaton, Oxfordshire OX13 5PR

E-mail: parishclerk.appletonwitheaton@gmail.com www.appleton-eaton.org

**Appleton with Eaton Parish Council (AWE PC)**

**Appleton Village Hall**

**Monday 10<sup>th</sup> February 2020 at 7.15pm.**

*Allison Leigh* – Parish Clerk

## **Minutes**

**Present:** Chairman Mark Richards (MR), Vice Chair Liz Gilkes (LG), Councillors Stephen Day (SD), Mary Carey (MC), Nicki Clarke (NC), Andy Salmon (AS) and County Councillor Anda Fitzgerald-O'Connor

**Also present:** Allison Leigh (Clerk)

**19/198: Apologies for Absence:** John Adams (JA) and District Councillor Jerry Avery (JA) (no apologies, but not in attendance).

**19/199: Declarations of interest:** None

**19/200: Public questions and statements:** A member of the public was in attendance to understand more about the process of repairing potholes by Oxfordshire County Council (OCC). See agenda item 19/201.

**19/201: Reports from District and County Councillors:**

### **Vale of White Horse District Council**

There was no report.

### **OCC**

**Review of potholes/process of reporting:** A member of the public was in attendance to understand the process of repairing potholes and how the priority is determined. AFO reported that potholes are slowly being repaired as they are being reported. She noted that people should be reporting the potholes on Fix My Street. The question was raised as to why A and B roads are not given priority over C roads. AFO acknowledged that the current system is frustrating, apologised and welcomes any direct e-mails regarding potholes.

AFO reported that OCC would be meeting on the 2020/21 budget on 11<sup>th</sup> February at which time it would be debated/voted on. AFO is hopeful there will be a Councillor's Priority Fund as part of this budget and welcomes any applications.

It was noted that OCC had approved the grant application for speed equipment and the council thanked AFO for this grant. AFO noted that possibly the council would be willing to share this equipment with other parishes, if needed.

AFO reported that Oxfordshire has a good record for recycling.

AFO gave her apologies for the April meeting.

**19/202: Minutes from the meeting of the 13<sup>th</sup> January 2020:** The minutes from the meeting of the 13<sup>th</sup> January 2020 were signed and approved.

**19/203: Matters arising from the previous meeting and not appearing anywhere else on the agenda:** AL reported she had e-mailed AH Cornish regarding opening the Lock Road over half term, but has not had a reply. LG asked that, as Harts Bridge will be closed from the 2<sup>nd</sup> – 31<sup>st</sup> March, if AL could e-mail AH Cornish and ask if the Lock Road could be opened during this period as a gesture of good will.

It was reported that the Thames Path group will be meeting in April.

**19/204: Clerk's report:** The Clerk's Report was noted.

AL reported that there are currently no branches overhanging by Jubilee Park, but that it was thought these trees could still be dangerous as they are dead. MR asked AL to put this on the next Leisure and Recreation Committee Meeting agenda.

AL reported she had not received payment on the bus formerly parked at the sportsfield via cheque. She will check to see if it has been received into the bank and, if not, will begin the small claims proceedings per several letters sent requesting payment.

**19/205: VE Day Celebrations:** It was noted that a few people have offered help for VE Day celebrations. There have also been a few suggestions in the box at the shop. LG will contact those who have expressed interest and arrange an informal meeting with them and MR to form a working group and have them take charge, reporting back their progress.

**19/206: Speed equipment:** AS reported that he and JA had discussed the equipment and considered the quotes and options. Based on this consideration, AS and JA recommend the Evolis system as the best one to purchase.

The council resolved to purchase the Evolis system with 2 batteries. The council recommended that the sign have a sticker with contact information on it.

The council raised the issue of insurance and storage. The Village Hall and Sportsfield were discussed as possible locations for storage.

**19/207: War memorial bollard:** The council considered Abingdon Stone and Marble's proposal of a bollard to prevent future damage. The council went to look at the memorial and felt that such a bollard could not be placed in a location that would in fact prevent further damage so it wouldn't be useful to proceed with this. The council felt that perhaps planting a small bush might be a deterrent for future accidents. AL will inform Roger Mitty and Abingdon Stone and Marble.

**19/208: Donations to church:** Clarification from OALC on historic legislation regarding donations of monies to the Church of England, and associated projects, was brought to the attention of the Parish Clerk. The Parish Council resolved to commit to the approved budget for 2020/21 while taking into account the legislation highlighted by OALC in regard to future donations to the APCC to ensure compliance with this legislation. The council will inform the APCC that it will need to review requests for donations in future years due to this legislation.

The council asked AL to look for clarification from OALC on donations for the Advertiser and to the APCC in lieu of payment for internal audit.

**19/209: Website:** AL reported she had been on a training course for Website Accessibility as the new regulations come into effect in September 2020. She reported that by the time, councils need to prove they are compliant and provide an accessibility statement delineating how they are compliant. AL reported that she feels, as the site is quite old, it would be very onerous to ensure compliance without outside resources. She spoke with those holding the training course and they confirmed that newer websites are more apt to be compliant. The council resolved to proceed with a new website. AL will work to get 3 quotes and samples of websites they've done.

The council did note that they would like the new site to have the capability to do shout outs or have a way forward with that.

**19/210: Memberships:**

- **Community First Oxfordshire (CFO):** The council resolved to proceed with a membership to CFO for 2020/21 which is £55 per year.
- **Open Spaces Society (OSS):** The council resolved to proceed with a membership to OSS for 2020/21 which is £45 per year.

**19/211: Planning applications:**

**New applications**

There were no new planning applications.

**Amendments**

There were no new planning amendments.

**Decisions**

<u>Application number</u>	<u>Address</u>	<u>Decision</u>
P19/V3068/FUL	Swallow Nurseries Netherton Road Appleton Abingdon OX13 5LA	Refused
P19/V3139/LDE	Portree	Approved

	Netherton Road Appleton	
P19/V2964/FUL	104A Eaton Road Appleton	Granted

### 19/212: Finance Report:

#### *Payments authorised*

<u>Payee</u>	<u>Item</u>	<u>Cheque Number</u>	<u>Amount</u>	<u>Date</u>
The Play Inspection Company	Inspection of the playground	607	78.00	20/1/2020
Staff Costs	February	608	620.77	29/2/2020
Allison Leigh	Expenses	609	35.40	10/2/2020
Roger Gilkes	Expenses for Sportsfield	610	67.37	10/2/2020
Appleton Community Shop	Paper	611	7.90	10/2/2020

#### *Receipts since the last meeting*

<u>From</u>	<u>Item</u>	<u>Amount</u>	<u>Date</u>
Cash	Jubilee Park donations	190.00	24/1/2020

*Bank balance as of 31/1/2020: £50,644.43*

*Less Unpresented cheques: £ 1,181.55*

***Reconciled balance as of 31/1/2020: £49,462.88***

- **Internet Banking:** The council would like to proceed with online banking. AL will begin by changing the mandate to add a signatory and remove 2 signatories of former councillors.

**19/213: Website and Advertiser articles:** The council asked AL to put the following into the Advertiser for March:

- A note about looking after neighbours in poor weather
- A note about the new speed sign
- A note about the Neighbourhood Plan
- A note about the new website and asking for anyone who would be interested in quoting to contact the clerk
- A note about looking for volunteers for VE Day celebrations

**19/214: Publications and correspondence:**

- AL reported she had had an e-mail from OCC regarding an Emergency Survey. The council agreed that it would like to provide this to OCC. AL will contact the Village Hall, Pavilion, Church and school regarding these locations being available in an emergency and obtain the appropriate contacts.
- It was reported the council had received a letter about a spring clean. The council has decided not to hold a spring clean.
- The council reported it had received a letter asking for a notice to be placed in the Advertiser regarding the care of trees in the village. The council thought this might be an opportunity for the Gardening Club or a note focusing on environmental issues rather than a Parish Council note. AL will craft a letter for MR to review.

**19/215: Matters for report: None**

**19/216: Date of the next meeting:** The Parish Council confirmed that its meeting will be held on Monday 9<sup>th</sup> March 2020 at 7:15 in the village Hall.

The meeting was closed at 9:15pm.