

APPLETON WITH EATON PARISH COUNCIL

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

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Appleton with Eaton Parish Council (AWE PC)

Appleton Village Hall

Monday 7th October 2019 at 7.15pm.

Allison Leigh – Parish Clerk

Minutes

Present: Chairman Mark Richards (MR), John Adams (JA), Mary Carey (MC), Nicki Clarke (NC), Stephen Day (SD), Andy Salmon (AS) and District Councillor Jerry Avery (JA)

Also present: Allison Leigh (Clerk),

19/120: Apologies for Absence: County Councillor Anda Fitzgerald-O'Connor (AFO) and Liz Gilkes (LG)

19/121: Declarations of interest: None

19/122: Public questions and statements: No members of the public were in attendance.

19/123: Reports from District and County Councillors:

Vale of White Horse DC

JA reported that there is a Vale of White Horse District Council meeting on the 9th October. Given the very advanced stage which LPP2 has now reached, JA believes that the likelihood is that it will have to be adopted. JA noted he is on the scrutiny committee which was concerned about some elements of the plan such as Oxfordshire's housing need. JA noted that he will look to make some changes to this that would appear in Local Plan Part 3.

The council asked JA to investigate the criteria for eligibility and the process of how to apply for S106 and CIL monies from local developments, with thoughts of it possibly being used for the sportsfield. JA will look into this.

OCC

There was no report.

19/124: Minutes from the meeting of the 9th September: The minutes from the meeting of the 9th September 2019 were signed and approved.

19/125: Hannah-Ellen Wood, OCC Highways Officer/Inspector: Hannah-Ellen Wood did not attend. AL will follow up to see if she can attend the November meeting.

19/129: Parish Councillor Vacancy: This item was moved to earlier on the agenda. The council noted that it had received an expression of interest from Andy Salmon to fill the Parish Councillor vacancy. The council co-opted AS as councillor. AS signed the Declaration of Acceptance and AL gave him the Register of Interests to complete and return to her. There are now no vacancies on the Parish Council

19/126: Matters arising from the previous meeting and not appearing anywhere else on the agenda: None

19/127: Village Hall Committee: MC noted that the council had received a letter from the Village Hall committee stating that Village Hall has been struggling for some time to keep an effective number of members on the committee. Long-standing members have been retiring and 3 have recently stood down.

The committee has asked if the Parish Council can help with a new committee. The council is enquiring as to whether or not the hall needs to be registered as a charity and from there will be reviewing its constitution.

The council decided that a village meeting should be held to thank those who have been on the committee and inform the village of the current status/encourage people to join the committee in order to keep the hall running.

MC will do a draft of a shout out to be sent and AL will check on hall availability.

AL will check on the charitable status of other village halls.

19/128: Thames Path: AL reported she had sent a letter to AH Cornish and there was no further action required at this time.

19/130: Clerk's report: It was noted that there is a demo of speed equipment being held by North Leigh Parish Council on Thursday the 16th October 2019 in East End. North Leigh PC have invited AWE PC to come along and AL will attend on behalf of AWE PC.

19/131: Financial Regulations: AL noted she had sent the Financial Regulations for review to the council and the council resolved to adopt the regulations.

19/132: Website: AL noted that there are website accessibility requirements that need to be complied with by 23rd September 2020. She is uncertain as to whether the current site complies with these and based on the nature of the current website platform, she has not been successful in ascertaining whether or not it is compliant/how to make it compliant. She also noted that the current site is not overly user friendly and is very slow. She recommended looking at creating a new site that would comply and would be more user friendly.

AL will send some links to other council's websites for review.

19/133: Planning applications:

New applications

<u>Application number</u>	<u>Address</u>	<u>Details</u>	<u>Council Response</u>
P19/V2290/FUL	Cheers Farm Netherton Road, Appleton	Erection of an agricultural building	AWE PC has no objections to this planning application.

Amendments

<u>Application number</u>	<u>Address</u>	<u>Details</u>
P19/V1523/HH	92 Netherton Road Appleton	Amendment to extension width and siting of garage
P19/V0774/DIS	Former Parklands School Besselsleigh Appleton	Amended information on landscaping and lighting received 11 and 26 September 2019

Decisions

<u>Application number</u>	<u>Address</u>	<u>Details</u>	<u>Decision</u>
P19/V1721/LB	22 Badswell Lane Appleton OX13 5JN	Removal of two 1940s tiled fireplaces on the ground floor to investigate the form of the inglenooks behind. Removal of the remains of a wooden stable at the rear boundary of the property which has collapsed.	Granted
P19/V1810/LB and P19/V1809/HH	College House 18 Road Running Through Eaton Village Eaton	Demolition of 20th century extension to the West of the original building and erection of modern alternative with a slightly larger footprint. Erection of garage within a planted courtyard, adjacent to the existing stable. Replacement and	Granted

		reinstatement of degraded windows and door elements, replacement of a section of cement render on the central wing of the North facade and cosmetic refurbishment to an existing bathroom.	
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19/134: Finance:

External Audit Report: AL reported she have received the External Audit report which expresses concerns at the process of not initialling changes. AL has duly noted this for next time. The Notice of Conclusion of Audit along with the External Auditor Report have been placed on the noticeboard and on the website.

Insurance renewal/approve new quote: The council resolved to proceed with Came & Company's Inspire long-term insurance agreement

Items to be included in the 2020/2021 budget: The council asked that the following be considered for the 2020/2021 budget:

- Website
- Speed equipment
- Comet Bus increase

It was noted that there will be income from the Cricket Club in 2020/2021 as their income was waived for 2019/2020 only.

A discussion arose about the maintenance of the tree by the war memorial. AL will look at the tree surgeon who has done previous work on forward the name to AS. It was noted that tree maintenance should be on the next Leisure and Recreation Committee agenda.

Payments authorised

<u>Payee</u>	<u>Item</u>	<u>Cheque Number</u>	<u>Amount</u>	<u>Date</u>
Oxfordshire Association for the Blind	Donation	562	30.00	16/9/19
Neil Woodley	Keys for sportsfield	563	22.00	16/9/19
GFA Premier	Fire extinguisher service and replacement at sportsfield	564	394.13	16/9/19
Rigby Taylor	Whiteliner for sportsfield	565	191.40	23/9/19

Staff Costs	October	566		31/10/19
Allison Leigh	Expenses	567	162.75	7/10/19
SSE	Electricity for sportsfield	Direct Debit (DD)	89.99	16/9/19
AWBS	Bark for playground	568	63.60	25/9/19
HMRC	PAYE for clerk July – September 2019	569	11.80	7/10/19
Moore	Fee for External Audit	570	200.00	27/9/19
Appleton Cricket Club	Tractor repair labour, oil and carburettor parts	572	1010.59	7/10/19
Appleton Parochial Church Council	Reissue of grant for half of grass cutting at church and Appleton Advertiser from 14/1/19 as cheque 507 for same amount never cashed and lost	573	820.00	7/10/19
Mark Richards	Reissue of lost cheque 446 for Neighbourhood Plan printing	574	10.00	7/10/19

Receipts since the last meeting

<u>From</u>	<u>Item</u>	<u>Amount</u>	<u>Date</u>
Oxfordshire County Council	Grant for tractor repair and French doors for pavilion	£1850	19/9/19
Voided cheque 507	Cheque 507 to APPC never cashed. New cheque issued (see above)	£820	7/10/19

Bank balance as of 30/9/19: £59,907.60

Less Unpresented cheques: £2093.72

Reconciled balance as of 30/9/19: £57,813.88

10/135: Website and Advertiser articles: The council asked that notices about Andy Salmon as new councillor and the village hall be put in the advertiser.

The information about the village hall meeting should go on the website once decided. AL will also put a notice on the website about AS as new councillor

It was noted that in future shout outs, there should be a notice at the bottom asking any one who has something they'd like be circulated to the village to contact the clerk for review.

19/136: Publications and correspondence: None

19/137: Matters for report: None

19/138: Date of the next meeting: The next Parish Council meeting will be held on Monday the 11th November. It was noted that the December meeting will be held on Monday 2nd December due to a scheduling conflict.

The meeting was closed at 8:45pm.