

APPLETON WITH EATON PARISH COUNCIL

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**Appleton with Eaton Parish Council
Appleton Village Hall
Monday 10th June 2019 at 7.15pm.**

Allison Leigh – Parish Clerk

Minutes

Present: Mark Richards, Liz Gilkes, John Adams, Mary Carey, County Councillor Anda Fitzgerald O'Connor

Also present: Allison Leigh (Clerk), members of the public

19/54: Apologies for Absence: Nicki Clarke, Stephen Day and District Councillor Jerry Avery

19/55: Declarations of interest: None

19/56: Public questions and statements: Alice Parker updated the council on the Thames Path Definitive Map Modification Order (DMMO) application. She reported that there have been 16 more witness statements received. She has letters to various organisations that may have an interest in the path and she asked the council to review/approve sending these letters to aid in the goal to move the application further forward. The council was happy with the letters and Alice Parker and AL will meet to review. In the Autumn, Alice Parker is going to review some of the applications that have been dealt with ahead of schedule. She will ask the people who have sponsored those to see if they can be of assistance.

Alice Parker plans to meet Layla Moran on the 26th July at 3:30pm when she comes to the village for the surgery on behalf of the Thames Path Access Group.

19/57: Reports from District and County Councillors: There was no report from the District Councillor.

OCC

A discussion as to the Plough planning application was had and it was reported that the pub working group continues to challenge OCC Highways regarding the parking issue. An independent highways consultant has provided professional reports and letters to support the case for not approving the application. Anda was thanked for help with regard to this issue.

It was noted that there are new tenants at the pub who have been there for about 3 weeks, after the pub was closed for a short period to allow the new tenants to carry out some repairs and updates. The new tenants had a very successful launch and the tenants continues to attract back villagers to eat and drink at the Plough.

AFO reported there is a ladies' cycle event through the area running from Henley to Blenheim Palace in June and that roads would be closed on a rolling basis.

The issue of traffic calming was raised and AL and MR will work to get in touch with Lee Turner to set up a meeting in the village to review key areas. After this step, the council will look to what traffic measures can be put in place, research costs and subsequently apply for grants.

AFO noted there is a new Chief Fire Officer and a new Director of Public Health.

AFO noted there have been some issues with drugs in Kingston Bagpuize.

A new management arrangement for park and ride services designed to reduce congestion and improve air quality was agreed by the county council and Oxford City council. Under a new arrangement the city council will take over the operational management of two county council park and rides (Thornhill and Oxford Parkway). By working together, the councils aim to provide a better service for users and attract even more people to the sites.

19/58 Minutes from the last meeting: The minutes from the Annual General Meeting on the 13th May 2019 were signed and approved.

19/59 Matters arising from the previous meeting and not appearing anywhere else on the agenda: None

19/60 Code of Conduct: AL reported that the Code of Conduct from the Vale of White Horse District Council was identical to that of the current one held by the Parish Council. The council agreed to adopt the Code of Conduct.

19/61 Human Resources Working Group: LG agreed to remain on the Human Resources Working Group. With the departure of Anna Yalci from the council, there is a vacancy in the group. LG will ask SD if he would be interested in being part of this working group.

19/62 Parish Councillor Vacancy: It was noted that there is still a vacancy for one councillor. AL has done a shout out and put an advertisement on the noticeboards. The council agreed for a notice to be in the July Advertiser, another shout out to be done and for a notice to go on the shop noticeboard.

MR asked everyone to spread the word to those who might be interested.

19/63 Clerk's Report: It was noted that the damage to the War Memorial steps had been in the Clerk's Report. The steps have been damaged by a vehicle, but it is unknown exactly how/by whom. AL will contact some local companies for repair quotes.

It was noted in the Clerk's Report that the Neighbourhood Plan consultation will be ending on the 21st June. Claire Salmon asked AL to ask the council for any ideas on how to encourage people to fill in the questionnaire. It was agreed that AL will send out another shout out reminding people about the end date.

The Clerk's Report noted the costs for upgrading the website package to include more shout outs. The council agreed to upgrade to 5 shout outs/month at an additional monthly cost of £6.95.

19/64 Plough Garden planning application: see minute reference 19/57. The pub working group continues to challenge the reduction in parking spaces that would result were the current planning application to succeed and the negative impact of this on the long-term success of the pub.

An independent highways consultant has been advising the pub working group and preparing reports and letters to support the PCs view. These have been submitted to OCC Highways Dept.

The new tenants were mentioned earlier in the meeting and the PC is delighted to welcome Steve and Hannah to the village.

19/65 Access to Thames Path: see minute reference 19/56

19/66 Oxford to Cambridge Expressway: There was a meeting on the 29th May and the minutes have been circulated. It was noted there is no new update and the council is waiting for the public consultation.

19/67 Playground zipwire: MR reported that the rubber stop on the zip wire had come off, so the zipwire is out of use. The Friends of Jubilee Park have received a quote of £660 for the repair. The council agrees in principal to this repair agreed on a cost up to this figure. AL will work to obtain another quote.

19/68 Traffic calming measures: see minute reference 19/57. It was noted that AL has sent MR quotes from another council's research on speed equipment. It was noted that discussions on what to purchase will take place following the site visit with Lee Turner.

19/69 Layla Moran surgery in Appleton: MP Layla Moran will be visiting Appleton on the 26th July at 3:30pm in the Plough. AL will put a note about this in the Advertiser, do a shout out and put it on the website. This will be on the July agenda as to what issues the PC would like to raise with her.

19/70 Donations

- **To discuss creating a policy for charitable donations:** It was noted that AL had sent the council some examples of donation policies from other councils. MC had taken one and refined it. The council is happy for MC to circulate with a view to adopt at the July meeting
- **To discuss donation request from Appleton pre-school:** It was noted that a donation request had been received from Appleton pre-school. The council agreed to a Section 137 donation to the pre-school of £97.44.

- **To discuss donation requires form Open Spaces:** The council received a donation request from Open Spaces. As the donation request letter applied to an area not close to Appleton, the council resolved not to donate at this time.

19/70: Planning applications: To discuss to following planning applications:

New applications

<u>Application number</u>	<u>Address</u>	<u>Details</u>
P19/V1205/HH	14 Town Furlong Appleton	Erection of single storey side extension. <i>The council will respond with no objections.</i>
P19/V1139/HH	7 Town Furlong Appleton	Erection of single storey lean to extension to front of property. <i>The council will respond with no objections.</i>

Amendments

<u>Application number</u>	<u>Address</u>	<u>Details</u>
P19/V0774/DIS	Former Parklands School Besselsleigh Appleton Oxford	Bat license Plumbing and piling method

19/71: Finance:

Payments authorised

<u>Payee</u>	<u>Item</u>	<u>Cheque Number</u>	<u>Amount</u>	<u>Date</u>
Laura Wetherall	Cakes for APM	535	12.00	19/5/19
Allison Leigh	Salary	536	537.52	30/6/19
Allison Leigh	Expenses	537	54.07	10/6/19
Appleton Parochial Church Council	Donation in lieu of internal audit fee	538	120.00	10/6/19
Ady Podbery	Gang mow grass at sportsfield: 10/5 and 24/5/19 Strimming 10/5/19 Gang mow cricket outfield 3/5, 17/5 and 31/5/19	539	422.40	10/6/19
Ady Podbery	Overseeding football pitches: 6/5/19 Supply/apply fertiliser: 7/5/19	540	576.00	10/6/19
Ady Podbery	Grass seed	541	504.00	10/6/19
OALC	Roles and Responsibilities training course for Stephen Day	542	204.00	10/6/19
Richard Dick	Rent for use of tennis court	543	150.00	10/6/19
Enrych	Donation	544	20.00	To be written and signed

Appleton Pre-school	Donation	545	97.44	To be written and signed
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Receipts since last reported

<u>From</u>	<u>Item</u>	<u>Amount</u>	<u>Date</u>
Wayleaves		13.92	15/4/19
Appleton C of E Primary School	Football	10.00	23/4/19
Playground	Donations	30.00	3/5/19
Playground	Quiz monies	166.50	3/5/19
Playground	May morning event fundraiser	840.60	9/5/19
Cumnor Minors Football Club	Football pitch hire	200.00	28/9/19
Rye St Antony	Football pitch hire	120.00	28/5/19

Reconciled bank account as of 31st May 2019: £50,368.99

The council reviewed the Internal Audit Report 2018/2019 and noted that the finances were all in order.

The council reviewed the Annual Governance Statement 2018/2019 and agreed to approve and sign.

The council reviewed the Accounting Statements 2018/2019 and agreed to approve and sign.

AL will send the Annual Governance and Accountability Report 2018/2019 to the external auditors.

19/72: Publications and correspondence: It was noted that AL had sent a letter to James Mansfield the morning of the 10th June via registered post and e-mail regarding the bus at the sportsfield.

19/73: Matters for report: None.

19/74: Date of the next meeting: The next meeting of the Parish Council is to be held on Monday the 8th July in the village hall.

The meeting was closed at 8:45pm.