

Minutes of the Fyfield and Tubney Annual Parish Meeting and the Annual Parish Council Meeting held on Thursday 12th May 2022.

1. Present:

Mr Julian Mellor – Chair.
 Mrs Penny Budgen.
 Mr Nicholas Keene.
 Mr Dimitrios Hatzis.
 Mr Alan Woodward.
 Dr Stephen Fraser – Clerk.

6 members of the general public.

Annual Parish Meeting

There being no issues raised not covered by the agenda, the chairman moved onto the Annual Parish Council Meeting.

Annual Parish Council Meeting

2. Election of Chairman.

Mrs Budgen, seconded by Mr Hatzis nominated Mr Mellor. There being no other nominations, Mr Mellor was elected ‘nem. con.’

3. Apologies.

Apologies had been received from Mrs Charlotte Reaney, Mr Jerry Avery, District Councillor, and Ms Juliette Ash, County Councillor.

4. Casual Vacancy.

Following the resignation of Mr Greaves, the Clerk had received authority from District Council Electoral Services to proceed with co-option of a replacement councillor.

Mrs Budgen, seconded by Mr Mellor proposed Ms Elaine Croft as councillor. There being no other proposals and no objections, she was elected ‘nem. con.’. The Clerk passed ‘Acceptance of Office’ and ‘Member’s Interests’ forms to Ms Croft for completion.

In view of further vacancies being forthcoming, it was **resolved** to forward business emails to two other prospective councillors, Mrs Charlotte Reaney and Mrs Claire Cable-Alexander.

5. Minutes of the last meeting.

These were signed as a true record by the Chairman.

6. Matters arising.

In the absence of Ms Ash, it was not possible to get an update on the outstanding issues, namely:

i. Requests for Assistance.

- i. A420 Issues at Tubney – Mr Woodward’s email summary.
- ii. Coach Road.
- iii. Appleton Turn Bus Stop Signage.
- iv. Gigaclear Broadband Crossing.

ii. OCC Local Transport Connectivity Plan.

iii. HGV Route Review.

iv. A420 Action Group.

An OCC Councillor report was expected by the 15th May and should address some of these issues.

The Clerk to email Ms Ash requesting an update on these issues.

v. Community Governance Review.

Ms Ash had indicated to Mr Mellor that KB&S were willing to discuss the Community Governance Review they had requested. Ms Ash was of the opinion that an option that suited both parties existed. It was the opinion of the meeting that it was now a decision for the District Council but that it would be politic to have a meeting. **The Clerk to set up a meeting with KB&S attended by himself and two of Mr Mellor, Mrs Budgen and Mr Hatzis.**

vi. David Johnston MP Visit.

An informative meeting had been held with David Johnston MP where we had discussed the major issues impacting the parish. Although not able to influence the planning issue directly, he did encourage us to listen out for Michael Gove's forthcoming announcements on government planning policy.

Following the meeting, Mr Woodward informed council that he had emailed Mr Johnston objecting to Thames Water's proposed reservoir south of Abingdon. He had also suggested that placing solar panels on water rather than agricultural land would be beneficial.

7. War Memorial.

Mrs Budgen reported that a faculty would be required to place the memorial either inside or on any church property and that this would be unlikely to be granted given that a memorial already existed inside the church. District Council had not been asked as to whether planning permission was required.

It was now necessary to look at alternative placements and to finalise a design as Mr Lay was very keen to get the memorial erected this year. Mrs Budgen stated that the green had been gifted to the parish at some time in the past but that the residents at the Manor were not entirely happy with the memorial being positioned close to their entrance. An alternative position was near the wall at the eastern end of the green, possibly in conjunction with a bench.

Mrs Budgen, with help from Ms Croft, would liaise with Mr Lay and manage this project to a conclusion.

8. Community Area in Fyfield Church.

Mr David Macelvogue gave a presentation to the council on the progress being made by the church PCC to convert the rear of the church into a community area. He stated that the rear part of the church was really only used for major services such as weddings and funerals. With a small elderly regular congregation, the church was in danger of closure at some point in the future unless community use could be generated. This had been successfully pursued by many rural parishes.

Having had an architect draw up plans which had received full church and council planning permission, the next phase was to start fund raising with a view to initiate some of the preparatory work as soon as possible. The main issue was the lack of mains water and sewerage to the building. In addition the font needed moving to a position close to the church door and pews needed removing to allow flexible seating to be used in the cleared space. A pod would be built on the north side providing a kitchenette, storage space and a disabled toilet.

Capital expenditure had been estimated at £92k and a professional fund raiser had been tasked with identifying suitable sources of grant funding. It was anticipated that £35k needed to be raised from local funding, of which some £12k had already been procured. A project launch would be made this summer with a view to raising the remaining money from residents.

When queried about running costs once the facility was in place, Mr Macelvogue stated that it was not the intention for this to be a money generating facility and that it was probable that the running costs would be covered by the village fete.

Mr Mellor confirmed that the parish council would support the scheme with a financial contribution, as yet to be determined.

9. Tubney Bus Stop Lights.

The lights had been erected by OCC and the solar light was operational. The mains had not yet been connected to the light on the church side of the road.

The Clerk to contact OCC seeking an indication of when mains would be connected and also ensuring that the invoice was sent to himself.

10. Planning.

The following applications have been returned with No Objection.

- P22/V0782/FUL Sunrise Nursery, Kingston Bagpuize
- P22/V0860/HH Long House, Fyfield Wick
- P22/V0859/HH Long House, Fyfield Wick
- P22/V0880/HH Long House, Fyfield Wick
- P22/V0867/HH Long House, Fyfield Wick
- P22/V0906/HH Adams House, Netherton

11. Lioncourt.

No decision on this application has been published despite the target date being past. **Mr Mellor to contact District to get an update on the application.**

The council had recently had a zoom meeting with Lioncourt in which they were very bullish about mitigating the Inspector's objections to this site. St. Johns had acquired the field adjacent to Frilford Lights which might provide the ability for the junction to be realigned. Their revised modelling of the Marcham AQMA also indicated no issues though this was in contradiction to the conclusions of Prof. Cobb.

12. Finance.

A copy of the transactions for 2021-2022 was circulated. The Precept Account was closed with a balance of £4,488.26 and the CIL Account with a balance of £5,964.17. There being no objections, it was **resolved** to sign off this statement. A copy is published on the parish web site.

The Clerk reported that the first instalment of precept payment and a CIL payment had been received.

The financial statement from the start of the new financial year was as follows:

• Precept Account brought forward.	£4,488.26
• Precept received.	£2,500.00
• Reserved – Tubney Bus Stop Lights.	£841.23
• Available Precept	£6,147.03
• CIL Account brought forward.	£5,964.17
• CIL Payment received.	£2,460.47
• Reserved – Tubney Bus Stop Lights	£8,424.64
• Available CIL	£0.00

The Clerk sought approval for the annual Comet Bus Subsidy and it was **resolved** to pay £500.00 to the 3 Villages Comet Bus Group.

The Clerk had received a request for grant aid from Home Start South Oxfordshire. Councillors declined to accede to this request.

A Copy of the Risk Assessment and Management (financial) for the period 1st May 2022 to 31st March 2023 was circulated for review and subsequently adopted. A copy is published on the parish web site.

The Clerk reported that the Internal Audit had been completed and circulated. There were no issues arising. It was resolved to accept the Internal Audit Report.

The Certificate of Exemption statements had been reviewed and approved at the meeting held on 31st March 2022 and duly signed by the Chairman and Clerk. This had been forwarded to the External Auditors.

The Annual Governance statements were agreed by Council and duly signed by the Chairman and Clerk.

The Accounting Statements, being in agreement with the above year end financial statement, was agreed and duly signed by the Chairman and Clerk.

The Clerk requested a review of the bank cheque signatories. Following the resignation of Mr John Watts, it was resolved that he should no longer be a signatory.

It was **resolved** that Mr Dimitrios Hatzis be added to the list of signatories.

On reviewing the individual signing limit it was **resolved** not to change this from a single signatory up to £200.00 and any two signatories for an amount over £200.00.

The Clerk informed the meeting that the current insurance brokers were no longer supporting Parish Councils and that a new insurer would be sought before renewal in November.

13. Smaller Communities Local Plan Initiative.

The parish had been selected to participate in this initiative and briefing details would be distributed shortly.

14. Operation London Bridge.

The PCC has organised a Book of Condolence and Mrs Budgen has an official photograph.

This did raise the issue of suitable communication networks for the council. The Jubilee celebrations, though publicised through a leaflet drop in Fyfield & Netherton, had not been circulated in Tubney.

Though the Clerk did have a list of email addresses this was not complete. FLAG also had a database of email addresses. It was hoped that the two could be merged by asking FLAG listed people to contact the Clerk if they were not on his list and wished to be added. **Mr Hatzis to speak to the FLAG list coordinator.**

15. AOB.

Mrs Budgen stated that according to OCC the broken Keep Left sign on the bus stop refuge was due to be replaced.

The Clerk had not received a quote for mending the Fyfield bus shelter. **Mr Mellor to speak to Paul Newstead.**

There being no further business the meeting closed at 10:00pm.

Next Meeting Thursday 8th September 2022.

Note that it may be necessary to call an extraordinary meeting prior to this date if Mr Mellor resigns prior to the next election in May 2023.