

**Minutes of the Fyfield and Tubney Parish Council Meeting
held on Wednesday 21st November 2017.**

Present:

Mr Julian Mellor – Chair.
Mrs Jean Burley.
Mr. Jonathan Greaves.
Mr Alan Woodward
Dr Stephen Fraser – Clerk.

Mrs Anda Fitzgerald-O'Connor – OCC Councillor.

Two members of the general public.

Apologies

Apologies had been received from

Mr. John Watts.
Mrs Shirley Collins.

Minutes of the Last Meeting.

These were signed as a true record by the Chair.

Matters Arising.

The Clerk had prepared a Fixed Asset register covering the two village noticeboards (£122.74 each), the Tubney Bus Stop seat (£350.00) and the Defibrillator (£1,639.50). These must be held at their original purchase price until such time as they were disposed of. The Council is not allowed to depreciate these assets over time.

All Councillors have informed the Clerk in writing/email that they do not wish to receive any allowances for holding office.

The Clerk had submitted the National Highway and Public transport Satisfaction Survey as directed at the last meeting.

The Clerk reported that two training sessions had taken place for the use of the Public Access Defibrillator. A final session had been arranged for December 2nd.

The Deep Clean of the village had been started but not completed as only one day had been allocated. The footpath to the underpass had been cleared for about 20 yards. The Clerk had raised the issue verbally at a recent meeting involving the District Council and would chase by email.

The Clerk reported that he was in the process of establishing how to get the underpass footpath onto the Oxfordshire Definitive Map.

The procedure for registering premises with the County Emergency Team had changed and the Clerk would need to seek further information from the Church and The White Hart.

Lioncourt.

Mr Mellor gave a resume of the situation. The physical and electronic versions of the Parish Council's objections had been lodged with the District Council. The FLAG petition would be presented to the Bursar of St. Johns College in the morning.

Mr Mellor stressed his opinion that many actions were stated as ‘to be done’ in the plan to confirm the suitability of individual sites. This seemed to put the cart before the horse as they should be considered as part of the suitability assessment for any site.

Mrs Fitzgerald-O’Connor stated that her main concern was the impact on the road infrastructure and resultant safety considerations. She was especially concerned about the A420.

Mr Mellor reported that there had been a meeting and a chance to view the site with Mr Barber, leader of the District Council.

Planning.

The following applications had been approved with No Comments

- P17/V2741/HH Dashwood Cottage Tubney
- P17/V2702/FUL Frilford Heath Golf Club

Finance.

The Clerk reported the current financial position as follows:

- | | |
|-----------------------------|-----------|
| • Balance brought forward. | £2,594.58 |
| • Tubney Noticeboard Repair | £33.19 |
| • Balance carried forward. | £2,561.39 |

Mr Mellor requested reimbursement for printing sections of the Vale Local Plan Part II which was distributed to councillors and members of FLAG.

It was **resolved** to pay Mr Mellor £374.60.

Mr Mellor stated that various other members of FLAG had incurred costs as a result of their participation in the preparation of the submission to the District Council of our objection to the inclusion of the Fyfield site in the Local Plan Part II.

It was **resolved** that claims for ‘out of pocket’ expenses would be considered on a case by case basis at the next council meeting.

Precept 2018/19.

The Clerk had received a request for the settlement of the 2018/19 precept. As the council had no regular or predictable outgoings beyond web site fees and the Clerk’s expenses, it was not possible to set an in depth budget. Ad hoc expenses over the previous accounting periods had fallen close to previous precepts of £500.00.

It was **resolved** to set the precept at £500.00 for the forthcoming year and the Chairman signed the request form.

Insurance Requirements.

The Clerk had found that the council had a statutory requirement to have Employee Liability insurance, Fidelity Guarantee insurance and Motor Vehicle insurance. With no employees and no vehicles, only Fidelity Guarantee insurance was mandatory. On enquiry, this tended to be bundled with all other forms of insurance. A quote had been obtained from Norris & Fisher giving Contents (£5,000), Health Equipment (£1,650 i.e. defibrillator and case), Street Furniture (£600 i.e. bench & noticeboards), Fidelity Guarantee (£100,000), and Public Liability (£10,000,000). This was offered at an annual charge of £228.28, fixed if taken for three years.

It was **resolved** to accept the quotation from Norris & Fisher.

Bank Signatories.

In accordance with previous instruction, the clerk had obtained the necessary documentation to add the Chairman as an authorised signatory to the bank. To complete the process, a special resolution was required.

It was **resolved** that:

“The authorised signatures in the current mandate, for the account 60-01-01 40626571 Fyfield & Tubney PC, be changed to include the Chairman, Mr Julian Mellor and that the current mandate will continue as amended.”.

AOB.

The Clerk had received a request from Mr. Hadland that the residents of Garden Cottage be approached in regard to their hedge overhanging the pavement. Mr Woodward volunteered to speak to the residents and, as this was a rented property, contact the agents, if necessary.

Mrs Burley stated that she had walked over some of the proposed Lioncourt site and had found a few neolithic flints but that this was not enough to object to the development on archaeological grounds.

Mr Woodward stated that the Tubney Bus Stop seat was in need of attention. Mr Mellor agreed to help Mr Woodward with the removal of the bench so that it could be prepared and treated with preservative. It was **resolved** to reimburse Mr Woodward for any necessary materials.

Mr Greaves stated that the residents of Netherton intended to erect a noticeboard on the green and requested if the council would contribute to its purchase. It was **resolved** to contribute in principle subject to the costs being comparable to the existing parish noticeboards.

The Clerk suggested the following dates for 2018, subject to availability at The White Hart.

- Wednesday 17th January
- Wednesday 21st March
- Wednesday 16th May – Annual Parish Meeting and Annual Parish Council Meeting.
- Wednesday 19th September
- Wednesday 21st November

There being no other items, the Chairman closed the meeting at 9:04pm.

Next Meeting Wednesday 17th January 2018.