

## **Minutes of the Fyfield and Tubney Annual Parish Meeting and the Annual Parish Council Meeting held on Thursday 6<sup>th</sup> May 2021.**

**Due to the Coronavirus Restrictions, this meeting was held on ZOOM.**

### **1. Present:**

Mr Julian Mellor – Chair.  
Mrs Penny Budgen.  
Mr Jonathan Greaves.  
Mr Nicholas Keene.  
Mr John Watts.  
Mr Alan Woodward.  
Dr Stephen Fraser – Clerk.

7 members of the general public.

### **Annual Parish Meeting**

Speeding traffic was the sole topic of concern and as this was due to be discussed during the meeting, no further discussion took place.

The Clerk asked if anyone knew what was happening in respect to the hedge clearance near the underpass. Nobody was aware why the work was being done but Mrs Budgen offered to ask Ben Lay.

There being no other issues raised, the chairman moved onto the Annual Parish Council Meeting.

### **Annual Parish Council Meeting**

### **2. Election of Chairman**

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

### **3. Apologies.**

An apology had been received from Gillian Messing.

### **4. Minutes of the Last Meeting.**

These were signed as a true record by the Clerk because of the physical remoteness of the chair.

### **5. Matters Arising.**

- **Speed Control Measures**

Mr David Scopes had published a request on the Tubney Facebook page seeking volunteers for establishing a Speed Initiative group for Abingdon Road following the last council meeting. Though seen by 35 people, there had been no obvious response. If such a group was to be formed, Council felt it imperative that members be Abingdon Road residents. Mr Hatzis would speak to his neighbours.

Similar concern had been expressed about speeding within Fyfield on Digging Lane and Netherton Lane. The Clerk had an outstanding action to solicit interest in forming a similar group of residents. **The Clerk to circulate the parish by email seeking support for both groups.**

The Council affirmed that it would support both potential initiatives but that it could not run either group.

The Clerk had received confirmation that the Elan City devices were now regarded by OCC as compliant with standards and approved for use in the county. Thanks must go to Mr Barrow for acting as a mediator between the manufacturer and OCC. Provided such a device would fall under CIL infrastructure, we now had sufficient funds to purchase a device and instruct OCC to erect two poles.

- **Accident Statistics on A420.**

Two sheets of statistics had been forwarded by Mrs Anda Fitzgerald-O'Connor. The information included was summarised at too high a level to indicate local accident hotspots. It was **resolved** to carry this item over to the next meeting when a new OCC Councillor would be in place.

- **Water Leak near Tubney Church.**

Mr Woodward reported that Thames water had now associated the issue with a reference number but there was no information as to when the problem would be resolved. As Thames water were working in Abingdon Road, **Mr Woodward would ask if any of the crew knew what was happening.**

- **Fence at Latest A420 Crossing.**

Mrs Budgen reported that this damage was not the result of recent OCC work and so any liability fell on the landowner. Given the general state of roadside fencing along the A420, it was felt that any repair was exceedingly unlikely.

- **Lighting Costs at Tubney Bus Stop.**

Mrs Budgen had received costing details from OCC as follows.

South Side: Solar powered unit on pole - £2,100 plus VAT.

North Side: Mains powered unit on pole - £1,875.21 plus VAT subject to less than 3m from power.

Traffic management costs would be approximately £750.

If the Parish Council fund the installation, OCC would cover the running and maintenance costs.

## **6. Comet Bus.**

Mr Keene had attended the AGM of the Comet Bus group. There was nothing specific to report and the group appeared to be very well run by Mary Carey. Six parishioners were regular users of the service.

## **7. War Memorial.**

Ms Elton had not been able to obtain any specific design information from her contacts.

Mrs Budgen reminded council that there were a number of issues to be resolved. A Faculty would be required to place the memorial on church property. A detailed design would be required as part of the process which would, of course, also yield a costing. It was possible that planning permission would also be needed.

**Mr Greaves would seek costs for a simple slate memorial subject to a budget of £1,000.**

## **8. Planning.**

No planning application had been received since the last meeting.

The Clerk reminded council of Mr Avery's concerns that proposed changes to the planning laws could seriously impact the possibility of local objections to new proposals.

## 9. Finance.

No transactions had occurred since the last meeting in the financial year ending 31<sup>st</sup> March 2021.

- Balance of Precept at 31<sup>st</sup> March 2021. £1,388.60
- Balance of CIL at 31<sup>st</sup> March 2021. £1,192.83

A copy of the transactions for 2020-2021 was circulated. 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 he had not had any formal notice of the first instalment of precept payment. Thanks to the efforts of Mr Avery, payment had been initiated by the District Council and was confirmed with the bank.

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

- Balance of Precept at 1<sup>st</sup> May 2021. £1,388.60
- Record receipt of the following:
  - First instalment of Precept received £1,500.00
- Record payment of the following:
  - Clerk – Web Domain Fees – 1 Year £35.03
  - Clerk – Web Hosting – 2 Years £97.76
- Balance of Precept carried forward £2,755.81
  
- Balance of CIL at 1<sup>st</sup> May 2021. £1,192.83
- Record payment of the following:
  - CIL Payment £2,385.67
- Balance of CIL carried forward £3,578.50

The Clerk requested the authority to pay the following:

- Clerk's expenses 2020 – 2021 £50.00
- Comet Bus Subsidy 2021 – 2022 £500.00
- Clerk – Netherton Cherry Tree £40.00

The work on the Netherton Cherry Tree was £5 under estimate. The council **resolved** to reimburse the Clerk and to make the payment to the 3 Villages Comet Bus Group.

A Copy of the Risk Assessment and Management (financial) for the period 1<sup>st</sup> May 2021 to 31<sup>st</sup> March 2022 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 there were no issues arising. It was **resolved** to accept the Internal Audit Report.

The council confirmed the Certificate of Exemption statements and **approved** the said certificate. It was duly **signed** by the Chairman and Clerk.

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 reminded the council that CIL money must be spent within 5 years of receipt on approved infrastructure project(s).

Potential projects were:

- Lighting at the Tubney Bus Stop.
- Elan City Radar Speed Sign.
- War Memorial.

**The Clerk to establish from District Council which of these projects fall into the category of approved infrastructure.** The Council to make a decision on CIL spending at the next meeting dependent upon the results of the above enquiry.

#### **10. Oxfordshire Plan 2050.**

Details of the consultation had been circulated by email. Councillors would examine the documents in an attempt to identify any potential threats to the parish before the next meeting.

#### **11. AOB.**

The Clerk had received a detailed account of the activities of the Parish Path Wardens since the last meeting. The Council requested that the Clerk communicate their thanks for all their efforts.

The Clerk reported that a Kingston parishioner had notified him of a dangerous culvert on Digging Lane. This had now been fenced off awaiting further work.

There being no further business, the chairman closed the meeting at 9:15pm.

Next Meeting Thursday 9<sup>th</sup> September 2021.