

# ALVESCOT PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 18<sup>th</sup> May 2016

Present : Justine Garbutt (JG) Mike Honour (MH) Richard Munro (RM)  
Ralph Lewin, Pam Barling

### ACTION

- 1 **Apologies for Absence:**  
Becky Hird (BH), Andy McIntyre (AM)
- 2 **Election of Officers:**
  - 2.1 Election of Chairman: Mike Honour was proposed and seconded
  - 2.2 Election of Vice Chair: Richard Munro was proposed and seconded
- 3 **Signing of Declarations:**  
All Councillors present signed their declarations. AM and BH will sign at the next meeting.
- 4 **To Appoint Members of sub Committees:**
  - 4.1 Playground: Mike Honour, Becky Hird
  - 4.2 Fete: Justine Garbutt, Becky Hird, Andy McIntyre (TBC)
  - 4.3 Planning: Richard Munro
  - 4.4 Village Hall: Becky Hird
- 5 **Code of Conduct Update:**  
All Councillors were reminded to update their Code of Conduct declarations if required
- 6 **To Receive Declarations of Interest:**  
None
- 7 **Adjournment for Public**  
No comments from members of public present
- 8 **Minutes of Last Meeting**
  - 8.1 Minutes of meeting 20<sup>th</sup> April were accepted and signed
  - 8.2 Fete minutes from 19<sup>th</sup> April were accepted and signed.
  - 8.3 None
- 9 **Planning Applications: RM**
  - 9.1 5 Thorpes Field, 16/00205/FUL withdrawn
  - 9.2 Unit 3, The Walk 6/00551/HHD – granted
  - 9.3 Oakey's Barn- This was knocked down 2 weeks ago. It belongs to Ralph Mawle. Was there any historic interest as normally planning permission is required. MH will ask RM why it was knocked down, it was probably unsafe.  
Awareness needs to be raised as to allowances of removing dry stone walls and hedgerows.
- 10 **Community Led Planning: (CLP) & Local Plan (LP): RM/JG**
  - 10.1 Will be available online and we will have some hard copies printed. No comments received back from BH or AM. There were some reservations on putting dates on items to be actioned. These dates are not set in stone. CLP committee will review in time and we will keep it on the agenda as a rolling item. Still have CLP Grant in account. There are some expenses to be paid from the weekend and the printing will need to be paid.

- 11 **Playing Field: MH**  
 11.1 MUGA and tennis court going ahead to be completed on 23<sup>rd</sup> May. MDCH will be putting up a closed sign and the school informed
- 12 **Traffic & Highways -**  
 12.1 Mill Lane potholes still not done. Clerk has offered to show them where they are if required.
- 13 **Environment & Conservation: AM**  
 13.1 No update
- 14 **Countryside & Footpaths:**  
 14.1 Clerk has chased with CTT perimeter footpath. No response as yet. Part of footpath has been cleared by McCracken.  
 134.2 Report from Sue and Nigel Williams was sent to Dan Weekes. Farmyard to Alvescot House the waymarkers need replacing. MH has done these so many times but they keep disappearing. He will do again.
- 15 **Communication: AM**  
 15.1 Another Forum will be done before the Fete.
- 16 **Finance**  
 16.1 Cheque list and accounts balance circulated and agreed. Cheques were signed.  
 16.2 Audit: Annual Governance Statement was read to the Council and agreed. Section 1 was signed by Chairman and Clerk. Section 1 of Accounting Statement- figures were read by Clerk and agreed by the Council. This was signed by Chairman and RFO.
- 17 **Standing Orders, Financial Standing Orders & Risk Assessment**  
 17.1 Clerk informed the Council that these need to be revised. This will be undertaken over the next couple of months. Drafts will be circulated to the Council before the meeting they will be discussed at.
- 18 **Village Matters**  
 18.1 Fete- The quiz fundraised made £508 with £137 worth of stock held which will be carried forward. Donation has been received for £50 from Jason Strong. There will be an auction held for a weeks holiday in the Algarve. The volunteers have been organized and there is a plan in place for selling raffle tickets. Collections and logistics are being organized by Ann Codagan. Wychwood Estate Agents are making a donation to advertise the fete on their "For Sale" boards through the village. The only restriction would be to ensure they are 1m back from the highway. There are 10 boards in total. Clerk was asked to organize the grass to be cut before the Fete. Insurance is in place just a few points to clarify over gazebos and money handling.
- 19 **Oxfordshire Together**  
 Meeting will be held on Thursday 8<sup>th</sup> June. RM to attend
- 20 **WODC Brownfield Register**  
 Parish Councils are being asked to register any brownfield sites in their Parish that maybe available for development. The old railway site may be a possibility. CLP will deal with this matter.  
 Shillbrook Cottage still trading. D McFarlane will be informed.  
 Dick Tracey said he would make available the notes from his demonstration on defibrillator in Filkins. Clerk to chase. Nick Herbert has been giving tuition. MH will contact him and see if we can get a "Resuscitation for Dummies Guide"
- 21 **Next Meeting**  
 Next meeting will be on 15<sup>th</sup> June at 7.30pm.