

**MINUTES OF DUCKLINGTON PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 1 APRIL 2009  
IN THE LILAC ROOM, VILLAGE HALL, DUCKLINGTON AT 7.30 PM**

**51.09 Members Present:** Edmund Strainge (Chairman)  
Richard Border  
Peter Godwin  
Brian Hicks  
Graham Lenton  
Catherine Maddison  
Glyn Rees

**In Attendance:** Helen Sandhu - Clerk

**52.09 Members' Apologies:** Adrian Armitage

**53.09 Minutes of meetings held on 4 March and 11 March 2009**

The minutes of the above meetings were approved and signed by Edmund Strainge as a true record of the meetings.

**54.09 County/District Council Matters**

The County and District Councillors were not in attendance.

**55.09 Parish Councillors – Disclosure of interests on agenda items**

Brian Hicks as Vice President of the Sports Club, discussion of matters relating to the Sports Club under Agenda Item 6e (Minute 56.09e).

**56.09 Matters Arising from Previous Meetings**

a) *Parish infrastructure issues*

- Additional street lighting – Standlake Road to Fritillary Mews  
Richard Border and Brian Hicks met with a representative from Oxfordshire County Council to confirm the suggested position of the additional light.  
Quotation received from Oxfordshire County Council:  
If a light is positioned 40m from the existing light: £1,504.15. The same price would apply to a second light positioned a further 40m towards Fritillary Mews. (Price for two: £3,008.30).  
If a light is positioned 80m from the existing light: £2,208.55  
Richard Border reported that he had received a verbal objection to the installation of new lighting from a resident of Fritillary Mews who objects on environmental grounds. It was decided that the Clerk would ask Oxfordshire County Council whether a different/lower light (such as the one near the pond) could be installed instead of the traditional lighting column as the intention is to light the footway rather than the highway. A footway lighting column may be cheaper.

**56.09 Matters Arising from Previous Meetings (continued)**

- *Footway improvements between War Memorial end of the Rectory wall and Fritillary Mews*

It was decided that the Clerk would write to Oxfordshire Highways to say that the Parish Council feels that the quality of the work is poor and will deteriorate rapidly, particularly where there is inadequate/no edging. Letter also to comment that nothing has been done to improve the safety of those using the footpath round the edge of the Rectory where the path is very narrow. Highways had previously said that efforts could be made to widen the path here by changing the road markings.

- *Request for new signage around entrance to Fritillary Mews*

The County Council has now responded that “there does not appear to be any appropriate warning signs for the parking but may be scope for road markings indicating ‘slow’ to heighten driver awareness of a possible hazard.” It was decided that the Clerk would reiterate the Parish Council’s previous request as Highways’ suggestion will not be sufficient to improve the safety of road users in this area. A complaint has already been received from a resident of Fritillary Mews on the difficulties of driving out of the new development. The Parish Council is of the opinion that the signage previously requested would be a good use of the £12,000 obtained from the developer to improve road safety round Fritillary Mews.

- *Extension of 30mph speed limit on Standlake Road*

Oxfordshire County Council advises that one objection was received. The proposal will therefore go to a cabinet meeting on 2<sup>nd</sup> July.

- *Warning signs for accompanied horses on A415*

Oxfordshire County Council response: “the A415 at Cokethorpe is being assessed as a safety scheme. The proposals cover installation of a double white line system, revision to warning signage and decluttering of existing signage. The provision of the horses warning signs will be considered along with the other proposals.”

b) *Cyclepath*

Clerk continues to chase the outstanding works.

c) *Ducklington village booklet*

It was agreed that most of the relevant information from this booklet is already included in the bi-monthly newsletters and in literature circulated by West Oxfordshire District Council.

d) *Peel Close open space*

No further response from West Oxfordshire District Council regarding the legal title of this land. No response has yet been sent to the letter received from the owner of one of the houses adjoining the open space. Item to be carried forward to the next meeting.

e) *Reseeding of main sports pitch*

Parish Council’s offer of financial assistance to Ducklington Sports Club of 50% of the cost (up to a maximum of £150) made to the Sports Club – yet to hear whether Sports Club is happy with this.

**56.09 Matters Arising from Previous Meetings (continued)**

f) *HGVs in village*

Response now received from Wesley-Barrell: "we are sorry to hear that this has been happening and will be happy to reiterate to drivers as they deliver that they must use the bypass route when delivering to Wesley-Barrell... We do have the message printed on our purchase orders."

Response from Oxfordshire Highways: "proposing to fit a sign indicating unsuitable for HGVs at the entrance to Ducklington from the Ducklington roundabout. I am also reviewing the advanced directional signing at the roundabout with the view of signing Gill Mill and Ducklington Mill along the A415. This will be consistent with the signing at the Gill Mill end."

g) *Parking on footpaths*

Glyn Rees confirmed that he has forwarded a copy of the proposed "polite notice" to the Police but has yet to receive a response. He will raise it at the NAG meeting on 9 April. A resident from Beanhill Road has written to complain about vehicle parking in Beanhill Road. A response has already been sent to the resident.

h) *Co-option of a new Councillor*

Notice of vacancy put in newsletter and on noticeboards. Item to be carried forward to the next meeting.

i) *Annual Parish Meeting*

- RAF Brize Norton has advised that they will not be attending as it is too soon after the special October liaison meeting.
- Alison Hopewell from the Lower Windrush Valley Forum will attend
- PC Duncan Johnson from Thames Valley Police will attend
- Responses awaited from village organisations

j) *Parish Council asset review*

Brian Hicks reported on the review he had undertaken of the Parish Council's external assets (excluding the play equipment).

It was decided that Dick Rudd would be asked to see whether the notice boards can be refurbished instead of replaced. Mr Rudd also to be asked to straighten and repaint the bent metal rear slat on the sportsfield playground bench and to rub down and treat with preservative four of the wooden benches (one nearest the pavilion, two by the pond and one in the graveyard).

k) *Old Electricity Pole on junction of Standlake Road and Strainges Close*

Further contact made with Scottish & Southern Energy regarding the requested removal of this pole.

**57.09 New Business**

a) *Work on Sportsfield – quotation from ISS Waterers*

It was decided to accept the quotation from ISS Waterers for spiking, chain harrowing, weed-killing and fertilising the sportsfield in 2009.

**58.09 Playgrounds/Sportsfield**

a) Inspection Report for March

Copy circulated in Clerk's Briefing Notes – issues raised concern the safety tiles and metalwork on the slides – covered subsequently on the agenda. Dick Rudd also reports that a manufacturing fault has appeared in the runout of the slide on Chalcroft – Clerk will follow up with Wicksteed.

b) Metal platforms/landings on slides/safety tiles

Dick Rudd has yet to meet with Graham Lenton to discuss the parts of the slide frames which need to be rubbed down and painted.

Dick Rudd has provided a quotation to carry out the work on the safety tiles in the sum of £250 (although this appears to cover only the areas under both slides and the flat swings at Chalcroft, although he was asked to quote for doing the work on all areas).

No quotation has been received from Andy Fisher.

In the light of the issues relating to Dick Rudd's insurance (see Minute 53.09c below) it was decided that the Parish Council could not accept Mr Rudd's quotation for this work at this meeting.

The Clerk advised the Parish Council that she has been given the contact details for a company called Safe & Sound Playgrounds Ltd who do the playground maintenance for Carterton Town Council. It was decided that the Clerk should contact this company to request quotations for the work required on the safety tiles and the slide frame paintwork and to investigate what other services they can offer.

c) Dick Rudd's insurance

Mr Rudd has identified that his insurance covers work relating to grounds and building maintenance only – his insurers will not cover any work he undertakes at the playgrounds, including the inspections. It was decided that the Clerk would contact Mr Rudd to ask whether he would look at changing his insurance so that he could get the necessary public liability cover.

**59.09 SCHOOL REPORT**

Graham Lenton provided the School Report. He was not able to attend the Governors' meeting on 17 March. Mr Lenton attended a curriculum sub-meeting on 31 March where the development of a "Creative Curriculum" was discussed. Mr Lenton went into school during Science Week and gave talks to years 5 and 6 about Darwin.

**60.09 PLANNING**

**PLANNING APPLICATIONS GRANTED:**

09/0086      28 Park Road, Ducklington  
Erection of two storey side extension

**NEW PLANNING APPLICATIONS:**

09/0324/P/FP 4 Dale Walk, Ducklington  
Erection of detached dwelling with storage bin enclosure and formation of new vehicular access  
*No comments*

**61.09 FINANCE**

a) Account Balances and Debts due to Council – as circulated with the meeting papers	
Balance on Current Account at 31 March 2009	£ 1,575.48
Balance on Deposit with WODC at 31 March 2009	£27,300.00
Total Cash Holding	<u>£28,875.48</u>

b) Fidelity Guarantee  
The form to increase the fidelity guarantee has been sent to Allianz but has not yet been actioned – Clerk to chase.

c) MARCH INVOICES  
PRESENTED FOR APPROVAL AND PAYMENT AT 1 APRIL 2009 MEETING

		Statute
Clerk's salary - H Sandhu – gross of £328.39 less tax of £32.00	296.39	LGA 1972, s112
HM Revenue & Customs (PAYE on Clerk's salary)	32.00	LGA 1972, s112
B Lockett – litter picking for February 2009	45.00	LG(MP)A 1976, s19
IA & IJ Godfrey – hedge cutting at playing field in Feb 2009 and Bartholomew Close summer 2008	331.20	LG(MP)A 1976, s19
e-on – electricity account for pavilion to 13 March 09 (actual reading)	762.88	LG(MP)A 1976, s19
Dick Rudd – March inspection, raising height of flat swings	90.00	LG(MP)A 1976, s19
J Miles – 1 grass cut in graveyard	70.00	LGA 1972 s214
F Bryant – rent of playing field extension for quarter from 25/3/09 (Trust now being managed by new agent and cheques to be paid to daughter or Mr J Feilden)	93.75	LG(MP)A 1976, s19
M Hellowell – newsletter production	45.69	LGA 1972, s111
<b>TOTAL</b>	<b>£1,766.91</b>	

The payments were approved. The cheques were signed by Brian Hicks and Graham Lenton.

**62.09 Parish Councillors' reports from meetings attended since last meeting**

Glyn Rees advised the Parish Council that he will not be able to attend the Parish Transport Representatives' meeting on 15 April. He informed the meeting that he has received information that the X15 bus service will be withdrawn from Ducklington with effect from 6 April. He complained to the County Council about the lack of consultation and the short notice given on this change. The response was that the County Council does not fund the X15 service and so no consultation needs to take place – the bus company is free to make whatever commercial decisions it chooses. The County Council funded service is the number 19 bus. Mr Rees will put copies of the new timetables on the notice boards.

**63.09 Other matters for discussion – for information only**

- a) Graham Lenton reported that a local resident has complained about the amount of litter on the sports field. Brian Hicks agreed to speak to representatives from the Sports Club and Brian Lockett if he sees him.
  
- b) Peter Godwin informed the Parish Council that he and some other residents of Tristram Road received a notice about a case of leptospirosis (Weil's disease) in that area of the village. It was decided that information about leptospirosis should be put in the next copy of the newsletter – the water in Witney Lakes is known to be contaminated with this infection and people should be careful not to come into contact with it. Information on the early symptoms of the disease also to be included.
  
- c) The Clerk has reported the problems with the road edges (many potholes) on the road between the A415 and Curbridge to Oxfordshire Highways.

**64.09 Folder** – incoming post for information only for circulation amongst Councillors  
Passed to Peter Godwin to start the circulation, folder to be returned to Clerk at next meeting after circulation between all Councillors.

**65.09 Date of next meeting – 6 May 2009 – Lilac Room, Village Hall, 7.30 pm**  
Parish Council Annual Meeting to be followed by usual Monthly Meeting

**11 May 2009 – Main Hall, Village Hall, 7.30pm**  
Annual Parish Meeting

Signed .....dated.....