

**MINUTES OF DUCKLINGTON PARISH COUNCIL MEETING
HELD ON MONDAY 11 JANUARY 2010
IN THE LILAC ROOM, VILLAGE HALL, DUCKLINGTON AT 7.30 PM**

The meeting had been postponed from its original date of 6 January
due to bad weather conditions.

01.10 Members Present: Edmund Strainge (Chairman)
Peter Almgill
Brian Hicks
Peter Godwin
Catherine Maddison
Glyn Rees

In Attendance: Helen Sandhu - Clerk

02.10 Members' Apologies: Adrian Armitage, Richard Border, Graham Lenton

AHHHHHHH this page was overwritten in error – see hard copy of minutes!!!

a) *Ducklington village pond*

The Pond Working Party met on 25 November. The minutes of this meeting were circulated to Parish Councillors. Graham Lenton provided an overview of the meeting's conclusions – the majority view is that the preferred type of pond would be one that has some ecological value with a smaller number of ducks and a filter system/boggy area where the pipes from the road flow towards the pond. These proposals will be put to an open meeting in February 2010. Mr Lenton informed the Parish council that the primary school would be happy to host this meeting in the school hall. Rod d'Ayala would be happy to attend and speak at this meeting – his charges would be £60 for the evening and an additional £5 travelling expenses. It was agreed that Mr d'Ayala should be invited to attend the meeting. It was further agreed that representatives from Smiths should be invited to attend the meeting.

It was agreed that the preferred date of the public meeting would be 25 February, with 11 February as the second choice, depending on the availability of the Smiths representatives. Edmund Strainge agreed to contact Smiths to invite them to attend.

It was decided that a display should be put up to show people what the revised pond could look like – Graham Lenton said that Rod d'Ayala could probably help with this.

An item will be put in the February/March newsletter informing people of the meeting – Graham Lenton was asked to prepare the wording for this and bring it to the January Parish Council meeting for review.

Matters Arising from Previous Meetings (continued)

Ducklington village pond (continued)

The Working Party will meet again before the public meeting – provisional date of Wednesday 20 January in the Lilac Room of the Village Hall. Clerk to make the arrangements.

There was some discussion about what should be put in the budget to cover potential expenditure on any work done during the year. The Clerk advised the Parish Council that as the timescale for any work was not clear (Rod d'Ayala advises that the number of ducks would need to be reduced before undertaking any work) and the level of expenditure was also

uncertain, with Smiths having offered some help with the work, any necessary expenditure in the year could reasonably be made from the contingency budget.

b) *New dog bin – Standlake Road*

Now installed. It does not appear to have been emptied – Clerk to ensure that it is on the District Council's emptying cycle.

c) *Vehicle parking hammerhead turns, Tristram Road and Starnham Road*

Oxfordshire Highways response now received "at this moment in time we are not progressing any new waiting restrictions due to the programme to decriminalise parking. Any obstruction or dangerous parking should be dealt with by Thames Valley Police."

Peter Godwin informed the Parish Council that there is no evidence that the Police have visited, as they promised in October. Clerk to try to contact the PCSO again. Glyn Rees said that he would also raise this issue at the Neighbourhood Action Group meeting on 3 December.

d) *Proposed new pavilion – preliminary practical and legal arrangements*

The Clerk had prepared a report which had been circulated in the Briefing Notes

Brian Hicks provided an update on the Sports Club's recent progress – they hope to submit their application for charitable status in January/February 2010. Once this has been granted they can submit grant applications. He suggested that the Parish Council should have a meeting with the Sports Club in February/March to review their progress.

There was some discussion of the contents of the Clerk's report.

It was decided that the Clerk should contact John Welch & Stammers to seek their input on the issues that would need to be addressed within the ground lease with the Sports Club.

These points could then be forwarded to the Sports Club in advance of a meeting with them. The question of whether the current car parking provision would meet the parking condition within the planning permission was raised. Clerk to check with WODC.

The Clerk was asked to contact Bampton and Minster Lovell Parish Councils to ask them what their arrangements with their local Sports Clubs are.

e) *Oxfordshire County Council's proposed new river crossing at Newbridge*

The County Council's proposals, as presented at the meeting between its representatives and Parish Councillors on 4 November, were discussed.

It was decided that the Parish Council would respond that it is broadly in support of the building of a new bridge with it being operated as single lane with traffic light controls as at present. However, the response will also request the consideration of traffic mitigation measures on the Ducklington end of the A415 – a 50mph speed limit between Cokethorpe and Ducklington roundabout (as previously proposed to the County Council) and some measures to prevent/discourage people from overtaking cars waiting in the ghost lanes.

Matters Arising from Previous Meetings (continued)

f) *Marriotts Walk development*

It was decided that the Parish Council would send a letter to Roger Curry, Chairman of West Oxfordshire District Council with observations/comments on the Marriotts Walk development as follows:

- the Parish Council is unhappy about the lack of a pedestrian crossing. It is dangerous for people to cross Welch Way to get to the development. This is exacerbated by the fact that a section of the road has been raised up to be level with the footpath – this presents a hazard to people who have visual impairments.
- the sequencing of the traffic lights at the junction of Welch Way and Woodford way and the lack of a right filter lane means that on occasion the traffic backs up down Welch Way into High Street.
- the CCTV system should be extended to cover the lift area.
- there should be a directional sign at the corner of Welch Way and High Street indicating that there are public toilets at the development
- the materials chosen are not in keeping with a Cotswold stone town and do not seem to be what the District Council originally committed to using. There is not sufficient use of natural stone and the black plastic slates are not in keeping with the town streetscape.

g) *Grass cutting contracts*

Tender documents issued. Replies to be considered at the January 2010 meeting.

h) *Proposed parish website*

Given the length of the agenda it was decided to carry this item forward.

173.09 New Business

a) *Request for a grant from Volunteer Link-Up*

It was decided not to pay a grant to this organisation whose accounts show an adequate level of financial reserves for their stated purposes.

b) *Oxfordshire County Council's Consultation on Local Transport Plan 3*

The current consultation contains a long list of desired transport related schemes around the County. Parish Councils are asked to recommend whether any already identified schemes should be removed and to suggest further schemes for inclusions.

It was decided that the Parish Council would request that the following schemes in Ducklington should be included:

- Virtual footpath around the Old Rectory
- Waiting/parking restrictions around the entrance to Fritillary Mews
- Reduction to speed limit of 50mph on A415 between Cokethorpe and Ducklington roundabout
- Measures to discourage/prevent overtaking in ghost lanes on A415

174.09 School Report

Graham Lenton provided a report on recent school activities.

The Diocesan inspection report has now been published and is very good.

The report of the Ofsted inspection in September has also been published. This has identified some areas which need improvement, including in the area of the safety of the school and its pupils/staff. The school is taking measures to rectify these issues immediately. A support person will be provided by the County Education Authority to help the school to improve in the other areas where issues have been identified. All the school Governors will be spending more time in school helping it to improve.

174.09 School Report (continued)

Richard Border has put his name forward to help the school, given his experience in the field of primary education. The Head Teacher has indicated that she will be pleased to accept his offer of help. Graham Lenton, Richard Border and the Head Teacher will meet together to discuss this further. Mr Lenton indicated that whilst the school staff had been disappointed with the report they were positive about resolving the problems. A copy of the Ofsted report was put in the folder for circulation amongst the Councillors.

175.09 Playgrounds/Sportsfield

a) Inspection Report for November – circulated at the meeting

- Issue of rusting on slide frames still unresolved. The Clerk was asked to seek quotations for fully repainting the slide frames in their current colours
 - The issues raised by Roger Davies, the RoSPA officer during the playground inspection training on 7 November were discussed:
 - a dip in the grass at the edge of the path going past the tennis courts to the sportsfield playground. He recommended that this be rectified with turfing
 - rusted metal surface of litter bin on sportsfield playground – he recommends that this should be painted
 - some trip hazards caused by dips in grass next to safer surfacing
- It was decided that these three points were minor and no work was required.

- loose metal tie on the low fence at the edge of the path – Clerk has already asked Dick Rudd to fix this
- damaged tyre on zipwire stop end and stop placed too close to wooden uprights, recommending replacement with two new tyres. Given the risk level of this issue (medium/high), Clerk has already asked Dick Rudd to replace the damaged tyre with two new tyres

b) Training on playground inspections with RoSPA

Peter Almgill, Adrian Armitage, Richard Border, Peter Godwin, Graham Lenton and the Clerk attended this training on 7 November

It was decided that Dick Rudd would be asked to do alternate monthly inspections, starting with the one for the January meeting. Peter Almgill, Adrian Armitage, Richard Border, Peter Godwin, Graham Lenton and Glyn Rees will do the remaining monthly inspections in pairs. Adrian Armitage and Peter Godwin to carry out the inspection at the end of January for the February meeting. Clerk to prepare a checklist for them to complete.

c) Criminal damage to tennis court fence & floodlight – burnt out car

Adrian Hollier has carried out some preliminary digging to investigate the cable runs. The Clerk reported that he could not find the source of the cable into the light and believes that it may well be contained within the large body of concrete used as the light's base. Repairing this would therefore mean that the light would have to be dug out, the concrete broken up so that the cable could be retrieved and repaired and the light then reset. Adrian Hollier has been asked to prepare a quotation for this work.

Mr Hollier has suggested that he could test the remaining 5 lights to see how many he could get working. This testing would cost £200 + VAT. It was decided that Mr Hollier should be asked to proceed with this work.

175.09 Playgrounds/Sportsfield (continued)

d) Sports pavilion electrical consumer unit

The Clerk has been advised by Southern Electric Contracting that the revision of the BS7671 electrical standard in 2008 does not invalidate the test certificate issued in March 2008 to BS7671 (2001).

The issue relating to the consumer unit identified by Adrian Hollier is that there are brass glands in the unit which are not attached to anything which shouldn't be the case. The Clerk has contacted Southern Electric Contracting who carried out the testing in March 2008. They are intending to go on site to inspect the consumer unit once they have arranged access via the Sports Club.

176.09 PLANNING

NEW PLANNING APPLICATIONS:

09/1409/P/FP 8 Aston Road

Erection of single storey front extension (to allow change in roof pitch)

No comments

177.09 FINANCE

a) Account Balances and Debts due to Council – as circulated with the meeting papers

Balance on Current Account at 30 November 2009 £ 6,777.99

Balance on Deposit with WODC at 30 November 2009 £27,300.00

Total Cash Holding £34,077.99

b) Draft budget for 2010/11

Third draft circulated in the Clerk's Briefing Notes.

- There was a discussion about whether the precept should be increased in order to avoid a deficit in 2010/11. It was resolved by a majority decision to increase the precept to £23,000 for 2010/11.
- It was decided to increase the newsletter advertising charges to £30 for a whole page/£15 for a half page from 1 April 2010.
- Expenditure on playground inspections to be reduced by £300 as Councillors will be carrying out half of them on a voluntary basis.

c) NOVEMBER INVOICES
PRESENTED FOR APPROVAL AND PAYMENT AT 2 DECEMBER 2009 MEETING

		Statute
Clerk's salary - H Sandhu – gross of £344.72 less tax of £34.80	309.92	LGA 1972, s112
HM Revenue & Customs (PAYE on Clerk's salary)	34.80	LGA 1972, s112
Clerk's expenses – telephone calls 28/7 to 27/10: £9.83 & printing – 277 pages £11.08	20.91	LGA 1972, s111
Margaret Johnson – stationery & copying	48.60	LGA 1972, s111
Ducklington Village Hall Management Comm. – usage of hall for 2009	100.00	LGA 1972, s111
Margaret Hellawell – newsletter production Dec 09/Jan 10	45.76	LGA 1972, s111
R. d'Ayala – pond survey and report	240.00	PHA 1875 s164/ LGA 1972 Sch 14, p27
B Luckett – litter picking for October & November	120.00	LG(MP)A 1976, s19
Boward Tree Surgery (Oxford) Ltd – further inspection horsechestnut tree	138.00	LG(MP)A 1976, s19
Thames Water – water for allotments, 12/8/09 to 10/11/09 – actual reading*	25.71	SH & AA 1908
Thames Water – water for pavilion,, 12/8/09 to 10/11/09 – actual reading ***	177.75	LG(MP)A 1976, s19
Aston, Cote, Shifford & Chimney Parish Council – 50% share of net cost of Clerk's attendance at SLCC regional conference (full cost of conference £49.00 and will attract a bursary of £24.50)	12.25	LGA 1972, s111
Society of Local Council Clerks – membership fee for 2010 (full fee shared 50/50 with Aston, Cote, Shifford & Chimney Parish Council)	53.00	LGA 1972, s143
TOTAL	£1,326.70	

The payments were approved. The cheques were signed by Brian Hicks and Glyn Rees.

178.09 Parish Councillors' reports from meetings attended since last meeting

- Glyn Rees provided a report on his attendance at the Parish Transport Representatives' meeting in November. He put a copy of the information he had been given about the role of a PTR in the folder for circulation. The main content of the meeting concerned the ongoing project in Oxford city centre – 'Transform Oxford.' Significantly for the rest of the county the relatively newly opened rail link between Oxford and Bicester will be joined by a link to High Wycombe and then onto London Marylebone in 2012 – Project Evergreen 3.
- Glyn Rees attended the RAF Brize Norton Liaison Meeting on 1 December. The first Hercules planes are due to arrive in September 2011 and the last Tristar in 2016. The VC10s are supposed to be phased out by 2014. The development of the Air Tanker is on schedule. The concreting of the extended aircraft parking has been completed and the new hangar is half built.

179.09 Other matters for discussion – for information only

- a) The Clerk reported that she had received a telephone complaint from a resident of Fritillary Mews about the shrubs on the open space between Peel Close and Lovell Close which had been dug up following the decision at the Parish Council meeting in October 2009.
- b) The Clerk reported that she had been informed that the cows in the field at The Moors had chased secondary school children walking home from school.
- c) Peter Godwin reported that the roadside gully outside 34/36 Manor Road was blocked and that during heavy rainfall the road was flooded across its full width. Clerk to report to Oxfordshire Highways.
- d) The Clerk was asked to find out what is happening about the installation of the kissing gate at the entrance to The Moors on Witney Road.

180.09 Date of next meeting – 6 January 2010 – Lilac Room, Village Hall, 7.30pm
Monthly meeting of the Parish Council

Signeddated.....