

**MINUTES OF DUCKLINGTON PARISH COUNCIL MEETING
HELD ON WEDNESDAY 3 JUNE 2009
IN THE LILAC ROOM, VILLAGE HALL, DUCKLINGTON AT 7.30 PM**

82.09 Members Edmund Strainge (Chairman)

Present: Adrian Armitage
Richard Border
Peter Godwin
Brian Hicks
Catherine Maddison
Glyn Rees

In Attendance: Helen Sandhu - Clerk
Don Seale – Oxfordshire County Councillor

83.09 Members' Apologies: Graham Lenton

84.09 Minutes of meetings held on 6 May 2009

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

85.09 County/District Council Matters

The District Councillor was not in attendance.
Don Seale was in attendance but did not have any specific matters to raise.

86.09 Parish Councillors – Disclosure of interests on agenda items

Brian Hicks as Vice President of the Sports Club, discussion of the rent for 2009/10 to be charged to the Sports Club under Agenda Item 7b (Minute 88.09b).

Brian Hicks as an allotment holder, discussion of problems with the maintenance of an allotment under Agenda Item 13 (Minute 94.09b).

Edmund Strainge as a neighbour of the two applicants, the planning applications for Coursehill Farm and Barley Park Farm under Agenda Item 10 (Minute 91.09).

Catherine Maddison as a friend of the applicant, the planning application for Coursehill Farm under Agenda Item 10 (Minute 91.09).

87.09 Matters Arising from Previous Meetings

a) *Parish infrastructure issues*

- **Additional street lighting – Standlake Road to Fritillary Mews**
The order for the two additional street lights has been placed.
- **Footway improvements between War Memorial end of the Rectory wall and Fritillary Mews**
The Clerk confirmed that she had sent a further email to Highways with photographs of the weed growing through the path – no response yet received.
- **Request for new signage around entrance to Fritillary Mews**
Nothing new to report. Don Seale offered to help chase this outstanding request.
- **Extension of 30mph speed limit on Standlake Road**
Awaiting Cabinet meeting of Oxfordshire County Council on 2 July.

87.09 Matters Arising from Previous Meetings (continued)

b) Cyclepath

The Clerk has been in touch with the new County Council officer responsible for this. He has agreed to follow the outstanding works up.

c) HGVs in village

New signs at the roundabout still not installed. Don Seale offered to help chase this up.

d) Parking on footpaths

A draft "polite" notice prepared by the Clerk was circulated in the Briefing Notes. It was decided to print 12 copies of the notice for each of the Councillors, with the front page to be as shown in the draft but only the section marked "Facts" to be printed on the reverse.

e) Co-option of a new Councillor

The application from Peter Almgill of Fritillary Mews had been circulated in the Clerk's Briefing Notes. It was decided to co-opt Mr Almgill as a new Councillor.

f) Feedback from Annual Parish Meeting

Draft minutes had been circulated in the Clerk's Briefing Notes – they will formally be approved at the Annual Parish Meeting in 2010. Brian Hicks requested that a correction be made to the Minute of the report from the Sports Club.

g) Weed killing on footpaths and road edges

A quotation has been requested from Complete Weed Control – should be available for review at the next meeting.

h) Progress on temporary vehicle activated signs

Oxfordshire County Council has suffered delays to this project due to problems with the folding pole and slow response from the utility companies. Contractors are starting on the installation of the first batch of bases later in June.

88.09 New Business

a) Primesite Media – proposed new bus shelters

Marketing material received from a company called "Primesite Media" suggesting that they could install bus shelters (with advertising) at the two bus stops on the A415 near the A40 flyover at no cost to the Parish Council was discussed. It was decided that Glyn Rees and Richard Border would meet with a representative from Primesite Media to find out more information. Clerk to arrange meeting on or after 23 June.

b) Playing field rental charge for 2009/10

The Clerk reported that the playing field maintenance costs had increased by 3.1% for 2009/10. It was decided to apply the same percentage increase to the rental charged to the Sports Club, increasing the annual rental to £732.

c) Email from resident regarding ducks

The Clerk reported that she had had an email from a local resident requesting the installation of "Mind the Ducks" signs by the pond as the resident believes that ducks have been killed by people driving through the village. It was decided not to proceed with this suggestion.

89.09 Playgrounds/Sportsfield

- a) Inspection Report for May
Copy circulated in Clerk's Briefing Notes – issues raised concern the safety tiles and metalwork on the slides – covered subsequently on the agenda.
- b) Metal platforms/landings on slides/safety tiles
Dick Rudd will soon start the rectification works on the safety surfaces.
It was decided to discuss the issue of the rusting on the slide units after the independent inspection which is due to take place later in the month.
- c) *Faults with Chalcroft slide runout and new flat swing seats*
Clerk is continuing to pursue these problems with Wicksteed.
- d) *Annual independent inspection*
Date for this not yet received from inspector – Clerk to chase and to ensure that the report will be available to be discussed at the July meeting.
Catherine Maddison and Adrian Armitage agreed to attend the inspection if they are available. Brian Hicks agreed to attend if no-one else is able to.

90.09 SCHOOL REPORT

Graham Lenton was absent from the meeting but had advised the Clerk previously that there were no matters to report.

91.09 PLANNING

NEW PLANNING APPLICATIONS:

- 09/0593 Oxleaze Barn, Course Hill Farm, Course Hill Lane, Ducklington
Erection of two single storey rear extensions
No comments
- 09/0596 Land adjacent to Aston Road, Ducklington (for Barley Park Farm, Aston Road)
Construction of agricultural access road
No comments
- 09/0599 47 Manor Road, Ducklington
Erection of two storey rear extension and insertion of windows in existing side elevation
No comments
- 09/0632 11 Bartholomew Close, Ducklington
Erection of single storey rear extension and formation of new pedestrian access
No comments

92.09 FINANCE

- a) Account Balances and Debts due to Council – as circulated with the meeting papers
 - Balance on Current Account at 31 May 2009 £ 7,097.95
 - Balance on Deposit with WODC at 31 May 2009 £27,300.00
 - Total Cash Holding £34,397.95

92.09 FINANCE (continued)

There was a discussion about whether some of the funds in the current account should be placed on deposit. The Clerk advised that she had considered this but as the forward forecast indicated that the funds would not be available for long, and given the low interest rates she had formed the opinion that this would not be worthwhile. It was agreed to keep this under review.

b) MAY INVOICES

PRESENTED FOR APPROVAL AND PAYMENT AT 3 JUNE 2009 MEETING

		Statute
Clerk's salary - H Sandhu – gross of £344.72 less tax of £34.20	310.52	LGA 1972, s112
HM Revenue & Customs (PAYE on Clerk's salary)	34.20	LGA 1972, s112
B Lockett – litter picking for April 2009	75.00	LG(MP)A 1976, s19
M Hellowell – preparation of newsletter	45.90	LGA 1972, s111
Henry Box School – printing of newsletter	67.05	LGA 1972, s111
Dick Rudd – inspection for May 2009, repainting 4 wooden benches, treatment on zipwire frame	200.00	LG(MP)A 1976, s19
J Miles – 1 grass cut in graveyard (3 this season to date)	70.00	LGA 1972 s214
Thames Water – water for allotments, q/e 17 May 2009	35.32	SH & AA 1908
Thames Water – water for pavilion, q/e 17 May 2009	259.13	LG(MP)A 1976, s19
TOTAL	£1,097.12	

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

93.09 Parish Councillors' reports from meetings attended since last meeting

- a) Glyn Rees advised the Parish Council that he attended a meeting of the West Oxfordshire Community Safety Partnership on 19 May as Chairman of the Neighbourhood Action Group. He placed information from this meeting in the folder for circulation amongst the Councillors.
- b) Glyn Rees told the Parish Council that he attended the meeting of the Chairmen of the Neighbourhood Action Groups (NAG) in Milton Keynes on 1 June. At that meeting he discovered that in Milton Keynes the local parishes contribute to the funding of the NAG. The Witney NAG doesn't have any committed funding, but does receive some funds/administrative support from WODC and the local Police. He asked the Parish Council whether they would consider supporting the local NAG financially if they were approached. There was some discussion about what the NAG expenses are. It was agreed that the NAG should be funded by WODC and Thames Valley Police. However, if these organisations were to withdraw their funding the Parish Council would consider contributing to the NAG.

94.09 Other matters for discussion – for information only

- a) Brian Hicks asked the Clerk to request that the footpaths between Curbridge Road/Starnham Road and between Curbridge Road/A415 are strimmed. He told the Clerk Highways had previously agreed to replace the broken/rotten wooden gate on the Curbridge Road/A415 path but this has never been done – Clerk to follow up.

94.09 Other matters for discussion – for information only (continued)

- b) Brian Hicks told the Parish Council that allotment 1c is in poor condition and the weed growth is now causing a problem for the neighbouring allotment holders. Clerk to send a letter requesting the tenant to clear up the allotment by 1 August or to consider giving it up if they no longer wish to have it.

- c) Adrian Armitage asked what had been decided about future playground refurbishment. The Clerk advised him that it was decided at the May meeting that the Parish Council would have a site meeting in September to look at the condition of the playgrounds and move forward from there. The Clerk agreed to start to look into sources of grant funding.

95.09 Folder – incoming post for information only for circulation amongst Councillors
Passed to Catherine Maddison to start the circulation, folder to be returned to Clerk at next meeting after circulation between all Councillors.

96.09 Date of next meeting – 1 July 2009 – Lilac Room, Village Hall, 7.30 pm
Monthly Parish Council Meeting

Signeddated.....