

**MINUTES OF DUCKLINGTON PARISH COUNCIL MEETING
HELD ON WEDNESDAY 4 SEPTEMBER 2013
IN THE LILAC ROOM, VILLAGE HALL, DUCKLINGTON AT 7.30 PM**

113.13 Members Present: Edmund Strainge (Chairman)
Peter Almgill
Adrian Armitage
Richard Border
David Duthie
Peter Godwin
Catherine Maddison
Sarah Stanley

In Attendance: Richard Brown – Clerk

114.13 Members' Apologies: Glyn Rees

115.13 Minutes of meetings held on 3 July & 7 August 2013

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

116.13 County/District Council Matters

Neither Simon Hoare nor Steven Hayward attended the meeting.

117.13 Parish Councillors – Disclosure of pecuniary interests on agenda items

None declared.

118.13 Matters Arising from Previous Meetings

a) *Ducklington Newsletter (Sarah Stanley & Editor)*

Carried forward

b) *Shield for padlock for middle gate of Sportsfield on Standlake Road (David Duthie)*

Carried forward

c) *Smiths Gill Mill proposed extension of works*

Peter Almgill reported that he and Edmund Strainge had attended a meeting with Martin Layer and Lucy Binnie of Smiths to follow up on concerns and issues raised in the Parish Council's response to the planning application. The protection of Ducklington Mead and the car parking problems were the major points of the discussion. The meeting was positive and it appears that it may be possible for Smiths to accommodate many of the Council's requests. Smiths are due to have further meetings with the County Council later in the month and will brief the County on their progress with the Parish Council.

The application remains undecided and it is likely that a further meeting may be required to finalise the agreements before they are brought back to the Parish Council.

d) *Clerk's remuneration review*

The Council resolved to exclude the press and public during this confidential employment item. The Clerk left the meeting.

The Council discussed the request from the Clerk to review the number of hours of work and rate of pay. This was in accordance with his Contract of Employment that stated a

review would occur after the first three months of employment and again as necessary at future dates.

The Council discussed the matter and resolved to increase the contractual hours to 50 hours per month in view of both the current and anticipated future workload and to be effective from 1 September 2013.

The Council further resolved to review the Clerk's rate of pay and working from home allowance in January 2014 as stated in his contract.

The Clerk rejoined the meeting.

119.13 New Business

a) Parish Survey of Rural Facilities- Survey 2013

The survey was discussed and questions answered in relation to Ducklington Village. The Clerk was asked to forward the return to the District Council by the due date of 18 September.

b) Rural Fair Share Petition

The Council reviewed the petition. After discussion each Councillor decided it was not necessary to petition the House of Commons on this matter.

c) RAF Brize Norton – meeting on 30 September 2013 at 7pm

The councillors discussed the matter and resolved to accept the kind offer of Glyn Rees to attend this meeting on behalf of the Council.

d) Bartholomew Close vandalised garden benches

The Council discussed the matter and resolved to request the Clerk to write to Wesley Barrell thanking them for the repairs to the benches that were free of charge and then to ask Dick Rudd to apply staining to preserve the wood.

120.13 School Report

The first school meeting of the current year will not be until week commencing 9 September.

121.13 Playgrounds/Sportsfield

a) Inspection Report for August – circulated in the Clerk's Briefing Notes.

No new issues identified, but after discussion the Council asked the Clerk to investigate who supplies the District Council with seat cradles and to ask Dick Rudd to replace the senior seat swings from Parish Council stock.

b) Clearance of ditch at rear of Sports Club pavilion

The Council discussed the matter and resolved to ask Dick Rudd to carry out the necessary clearance

c) Inspection for September

Council resolved to ask Glyn Rees to carry this inspection and for the Clerk to communicate this request.

d) *Pitch hire fees to Ducklington Sports Club for 2013/14*

Firstly David Duthie declared that he had resigned from the Sports Club and therefore no longer needed to declare an interest in this item.

A report prepared by the Clerk which had been included in the Briefing Notes was discussed. It was resolved that the pitch hire fee for this year would be £710 together with the annual peppercorn rent of £1.

e) *Consideration of playground development and potential funding sources*

The Clerk advised the Parish Council that the District Council have staff that are expert in advising on current trends in suitable developments, grant applications and other funding sources.

After discussion it was resolved to ask the Clerk to set up meeting with the District Council to progress the matter where the Parish Council would be represented by Sarah Stanley and Peter Almgill.

f) *Sports lighting*

The Council discussed the quotes obtained and after discussion resolved to accept the quote from Pasco & White as shown in the Clerk's Briefing Notes (CBN) circulated to Councillors' with the Agenda to this meeting.

g) *Tennis Court resurfacing and line markings*

The Council discussed the quotes obtained and after discussion resolved to accept the quote noted in the CBN from Gordon Hill for resurfacing the court and the quote from Jon Williams also shown in the CBN to replace the line markings for both tennis and netball when the resurfacing has been completed.

h) *Pavilion electrical testing*

SSE require certain repairs to be completed before they can issue the test certificate. The Council discussed the quotes shown in the CBN and after discussion resolved to accept the quote from Pascoe & White to carry out the works.

122.13 NEW PLANNING APPLICATIONS

13/1099/P/FP 44 Park Road
Erection of a single storey extension

The application was discussed and the Council resolved to reply "No comment".

123.13 FINANCE

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

Current Account at 31 August 2013 £ 7,163.40.

Deposit Account at 31 August 2012 £40,158.02

Debts due to Parish Council - Nil

b) AUGUST INVOICES

Name - Description		£ p - inc VAT	Relevant legal statute
Net Salary & working from home allowance £10		314.02	LGA 1972 s111/2
Clerk & RFO expenses:			
Mileage : 29 miles @ 45p		£13.05	LGA 1972 s111
Mobile contract & calls:		£33.20	LGA 1972 s111
TOTAL		£360.27	
Post Office - HMRC - PAYE RTI August pay		75.80	LGA 1972 s111/2
Homestyle - Supply & fit window and door at Pavilion		1,325.00	LG(MP)A 1976 s19
J. Miles Cemetry grass cuts 7/8 and 21/8 @£90		180.00	LG(MP)A 1976 s19
Richard Rudd - August playground inspection and repairs		140.00	LG(MP)A 1976 s19
Helen Strainge - Aug/ Sept newsletter - edition 173		45.00	LGA 1972 s111
Thames Water 24/5-16/8 Allotments £0.46 Pavilion £58.51		58.97	LG(MP)A 1976 s19
Margaret Johnson - Aug meet. Packs/ other stat		14.23	LGA 1972 s111
TOTAL		2,199.27	

The payments were approved by the Council and the cheques were signed by Peter Almgill and Catherine Maddison.

124.13 Other matters for discussion – for information only

It was reported to Council that within the sports field a tree and bench had been removed and a waste bin uprooted and left in the hedge.

The Council discussed the issue and asked the Clerk to write to the Sports Club to see if they could pass on any information regarding the matter.

125.13 Date of next meeting - Wednesday 16 October 2013 - Lilac Room, Village Hall, 7.30pm

Monthly Meeting of Parish Council

Richard Border gave his apologies for this meeting.

Signeddated.....