

**MINUTES OF DUCKLINGTON PARISH COUNCIL MEETING
HELD ON WEDNESDAY 6 NOVEMBER 2013
IN THE LILAC ROOM, VILLAGE HALL, DUCKLINGTON AT 7.30 PM**

139.13 Members Present: Edmund Strainge (Chairman)
Peter Almgill
Richard Border
David Duthie
Peter Godwin
Catherine Maddison
Glyn Rees
Sarah Stanley

In Attendance: Richard Brown – Clerk

140.13 Members' Apologies: Adrian Armitage

141.13 Minutes of the meeting held on 16 October 2013

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

142.13 Thames Valley Police

PCSO Heather Jones attended the meeting and discussed the latest report for the area prepared by Sgt. Philips and left useful leaflets that included Neighbourhood Watch. Amongst other matters, Ms. Jones mentioned that tickets had been issued to youths riding bicycles on pavements and /or not having lights. Councillors' commented on the situation in Ducklington and especially motor cars performing skids around the car park near the school. Ms. Jones noted the comments and said she would report the matter for possible future surveillance.

143.13 County/District Council Matters

The Chairman welcomed Simon Hoare our County Council representative to his first meeting with the Council. Simon commented on the County Council's current topics and the next 2014 budget round. He said that the already determined cost savings for 2014 were becoming very difficult to find, but that road repairs were underway. Councillors then commented on the published drafts of the Ducklington Lane alterations to traffic flow and in response Simon assured them that the final plans will soon be available.

144.13 Parish Councillor – Disclosure of pecuniary interests on agenda items

None declared.

145.13 Matters Arising from Previous Meetings

a) *Ducklington Newsletter (Sarah Stanley)*
Carried forward.

b) *Shield for padlock for middle gate of Sportsfield on Standlake Road (David Duthie)*
David reported that the padlock will be fitted by 8 November 2013.

146.13 New Business

a) Tree maintenance and the position at 12 Lovell Close.

The Clerk referred to the Clerk's Notes where the District Council had reviewed the report and quote prepared by Boward Oxford Ltd and had agreed the work necessary for the Large Sycamore and the adjacent Norway Maple at 12 Lovell Close.

Bowards had also provided a quote to carry out the regular Duty of Care Survey on all Parish owned trees.

Councillors reviewed the information provided and after discussion resolved to accept the Boward quote of £320+VAT for the maintenance of the two trees and £650+VAT for the Duty of Care Survey and that future Duty of Care Surveys should be carried out at four year intervals.

b) Town and Parish Council meeting Forum

Clerk's Notes contained the four presentations that included the setting of the Parish Precept. Councillors reviewed the presentations and resolved that a reply to the District Council was not necessary.

c) Lower Windrush Valley Project

Councillors reviewed the Report and Minutes of the project contained in the Clerk's Notes. Peter Almgill, also a member of the Project Steering Group, reported that good progress on the direction of the project was being achieved and that a project Education Officer was being considered. Councillors noted the progress and resolved to ask Peter to write a summary article for inclusion in the next Village Newsletter and include the Project Officer Reports for distribution to Councillors in the folder.

d) Duck pond – Do Not Feed the Ducks sign

Councillors reviewed a draft letter included in the Clerk's Briefing Notes prepared by Peter Almgill that explained why this sign was necessary at the pond.

After discussion it was resolved that no alterations were necessary to the draft letter and that it be placed in the Village Newsletter and on the web site.

147.13 School Report

Richard Border gave an oral report of the school meeting held on 23 October 2013.

New staff had settled in well, together with a revised curriculum for the new academic year. Significant refurbishment of the building had taken place during the summer holidays and new books had been obtained for the library. These additional books were, amongst other reasons, to ensure that all children had the opportunity to read in school time and not have to rely upon additional reading outside school hours.

It was also reported to the Council that the Governors and Head Teacher had heard of Parish Council plans to develop the car park and certain land adjacent to the school, without being consulted.

Councillors were concerned to hear this comment and resolved to ask the Clerk to write to the school explaining that their plans were only at an early formative stage and that all parties would be fully consulted and included before anything was finally proposed and decided.

148.13 Playgrounds/Sportsfield

- a) *Inspection Report for October – circulated in the Clerk's Briefing Notes.*
After review of the report and discussion the Council was pleased to note that no repairs were indicated as being necessary at this time.
It was verbally reported to Council that the tennis court fencing had been damaged at a place near the car park. After discussion it was resolved to ask Dick Rudd to survey the fencing and repair the damage as soon as possible.
Edmund Strainge also reported that he had two salt bins at his farm that needed to be placed in the Parish at strategic points. It was therefore also resolved to ask Dick Rudd to move them as soon as possible, ahead of any bad weather.
- b) *Inspection near the end of November*
Councillors resolved to invite Adrian Armitage to carry out this inspection and accordingly requested that the Clerk write to Adrian who was not at the meeting.
- c) *Consideration of potential funding sources for playground development*
Carried forward - Sarah Stanley & Peter Almgill.
- d) *Sports lighting*
The Council has appointed Pasco & White to carry out the repairs and David Duthie confirmed that the contractor will be able to start work nearer to Christmas, but as yet no specific date had been arranged.
- e) *Tennis Court resurfacing and line markings*
It was reported to Council by David Duthie that the residual resurfacing matters had been completed.
David also reported that line marking is still to be carried out by Avon Line Marking, but that a date to complete this work is still awaited.
- f) *Pavilion electrical testing – residual testing from SSE report of 11 June 2013*
To be carried forward - David Duthie.

149.13 NEW PLANNING APPLICATIONS

13/1510/P/ FP 13 Feildon Close
Erection of two storey side extension.

After consideration of the plans, Council resolved to reply as follows:

- No Comment

150.13 FINANCE

a) *Account Balances and Debts due to Council* – as Clerk’s Briefing Notes

Current Account at 31 October 2013 £ 19,441.36

Deposit Account at 30 October 2013 £40,241.28

Debts due to Parish Council - £54.98

b) *OCTOBER INVOICES*

Name - Description		£ p - inc VAT	Relevant legal statute
Clerk / RFO Net Salary & working from home allowance £18		448.80	LGA 1972 s111/2
Clerk / RFO expenses:			
Mileage : 39 miles @ 45p		£17.55	LGA 1972 s111
Mobile contract & calls:		£12.78	LGA 1972 s111
TOTAL		£479.13	
Post Office - HMRC - PAYE RTI		107.80	LGA 1972 s111/2
J. Miles Cemetry grass cut 7/10 @ £90		90.00	LG(MP)A 1976 s19
Richard Rudd- Sept/ Oct repairs £130.Ditch clearance £185 Oct equip. inspect.		365.00	LG(MP)A 1976 s19
TOTAL		1,041.93	

The council resolved to approve the payments and the cheques were signed by Peter Almgill and Glyn Rees.

151.13 Other matters for discussion – for information only

Edmund Strainge reported a meeting he had had with Martin Layer of Smiths. This was to agree the position where a gate would be installed at Smiths expense. The position was agreed as being between the bridge and the electricity substation at the back of the village.

Grass cutting was also discussed by all members. It was generally agreed that performance of the contractors was regularly not as described in the contract. Consequently the subject will be placed on the agenda for the December meeting of the Council.

**152.13 Date of next meeting - Wednesday 4 December 2013 - Lilac Room, Village Hall,
7.30pm
Monthly Meeting of Parish Council**

Signed dated.....

DRAFT