

**MINUTES OF DUCKLINGTON PARISH COUNCIL MEETING
HELD ON WEDNESDAY 2 JULY 2014
IN THE LILAC ROOM, VILLAGE HALL, DUCKLINGTON AT 7.30 PM**

78.14 Members Present: Edmund Strainge (Chairman)
David Duthie
Catherine Maddison
Glyn Rees
Sarah Stanley

In Attendance: Richard Brown – Clerk

79.14 Members' Apologies: Peter Almgill
Adrian Armitage
Richard Border
Peter Godwin

80.14 Minutes of the meeting held on 4 June 2014

The minutes were approved by the Council and signed by the Chairman as a correct record of the meeting.

81.14 County Council Matters

No representation

82.14 Disclosure of pecuniary interests on agenda items

None

83.14 Matters Arising from Previous Meetings

a) Life saving heart kits - Public Access Defibrillator (PAD)

Siting of the PAD with electricity supply.

Sarah Stanley reported that the management of The Strickland Arms had agreed to the PAD being sited at the front of the Pub and she would now enquire as to any legal requirements/ obligations and would report them to the next Council meeting to enable an installation date to be agreed.

b) Gate installation by Smiths - Edmund Strainge

Progress re signage and lock

Edmund Strainge reported that he had contacted Smith's who had informed him that the signs and padlock were being acquired and would be fitted by them in due course.

c) Grass cutting- update on service

Councillors reported that two areas at Fielden had been missed and one entire cut missed.

The Clerk reported that he had agreed with the District Council that they could use their judgment in missing cuts if the circumstances made this sensible eg.hot weather, but that he would report the missed areas to the District Council.

d) Regular meeting with Sports Club

David Duthie and Sarah Stanley agreed to fix suitable dates with the Club to enable all matters of mutual interest to be agreed in a timely manner, the most prominent being the new lease arrangements.

e) *Pound Close street sign.*

Councillors were advised by the Clerk that he had received an email from Ben Woodruff District Councillor, confirming that he had taken up the matter of the sign on behalf of the Parish Council with the District Council. The outcome had been that the District Council had now accepted that it was their responsibility to replace the sign. Gareth Brading, the parishioner requesting replacement, was informed of this decision by the Clerk. The Council wished to place on record their thanks to Ben for his intervention.

f) *Tennis Court repair - update*

The Clerk reported that Dick Rudd had now returned to work and had been able to attend to the above repair that was now completed. Councillors welcomed the news on both issues and asked the Clerk to enquire as to Dick's general availability.

84.14 New Business

a) *Volunteer Co ordinator report*

Craig reported that he had finalised the drain repair buy purchasing drain covers from the Council's suppliers. The overhanging hedge at Chalcroft had been removed (this made it easier to get to the bin and revealed the signage) together with the tree breaching the tennis court fence.

Craig stressed that he was in urgent need of the equipment as described and agreed on the equipment schedule to carry on with further work.

The Clerk reported that Peter Almgill had received an email from the County Council confirming that they would pay for the scheduled equipment, excluding the power tools. After discussion it was resolved that Craig should research the cost of all the equipment, clearly showing that to be financed by the Parish Council and the remainder to be re charged to the County Council. At the next Council meeting all purchases could then be authorised.

b) *RoSPA playground training.*

Councillors reviewed the information supplies by Playsafety for 2 day courses at £445 + VAT. After discussion, where certain Councillors stated that their accredited courses lasted for much shorter periods than two days, it was resolved to ask the Clerk to search for shorter courses.

c) *Genealogy information request from Nancy Young*

Councillors noted the request and suggested that the Clerk reply to Nancy Young that Roger Barnes of the Ducklington History Group may be able to assist her.

d) *Letter of thanks from Big Lunch Committee*

Councillors reviewed the letter of thanks from Ruth Edy on behalf of the Big Lunch planning who had received a donation of £250 from the Council.

85.14 School Report

Richard Border supplied the following report that was tabled at the meeting and read aloud by the Chairman in Richard's absence.

At the school governors' meeting last week the two main items under discussion were to decide on the next step regarding going for Academy Status and the involvement of governors in the school development plan and life in the school generally. As far as Academy Status was concerned, Governors voted unanimously to register an interest with the DfEE. This first step commits Governors to nothing. As far as governor involvement in

the school was concerned, it was decided that it was necessary to raise the Governors' profile and a number of suggestions were made to improve effectiveness a governors' noticeboard in school with photos and details of the role, writing regularly in school newsletters about the work that Governors' do on behalf of the school, attending more school events, being available to meet parents, adopting a protocol for school visits.

86.14 Playgrounds/Sports field

- a) *Inspection Report for June – circulated in the Clerk's Briefing Notes.*
After discussing the report prepared by Craig Warner, the Council resolved the following action:
- Goalpost mouth hole needs filling - Sports club to be reminded by Sarah Stanley.
 - More bark required under zip wire – Edmund Strainge agreed to supply.

John Hicks & Co Annual Inspection Report was tabled at the meeting and Councillors were pleased to note that it indicated that there were no urgent high risk items that needed immediate repair.

- b) *Inspection near the end of July*
Craig Warner
- c) *Litter picking report*
Will Huchinson's report stated that there were no unusual items this month.
- d) *Consideration of playground development-* Sarah Stanley & Peter Almgill.
Carried forward
- e) *Sports lighting and tennis court gate lock damage.*
David Duthie reported that two street lights were ready to be installed and the remaining work was to start following their installation.

87.14 NEW PLANNING APPLICATIONS

-14/600/P/FP Mr & Mrs Powling - 2 Church Street
Resubmission of previous application
Erection of a covered entrance with a first floor extension above on rear elevation.
"No comment"

-14/0846/P/FP Peakgen Power Ltd – Mrs Adele Hawes Troy House, 2 Aston Lane.
Alterations and erection of first floor and two storey extensions.
"No comment"

APPLICATIONS GRANTED

-14/0573/P/FP Mrs Vivienne Howlett – 9 Fritillary Mews
Erection of single storey rear extension.

-14/0022/P/FP Mr G Celeb – Course Hill Farm
Alteration and conversion of barn to dwelling

-14/0612/P/FP Peakgen Power Ltd – Thames Water Ducklington Lane
Erection of generator compound.

88.14 FINANCE

- a) *Bank account balances, bank reconciliations and Debts due to Council at 30 June 2014*
 – as Clerk’s Briefing Notes.

Current Account £15,964.13
 Deposit Account £40,540.32
 Debts due to Parish Council - £NIL

The bank reconciliations were reviewed at the meeting and signed by the Chairman.

b) JUNE 2014 INVOICES

Name - Description	£ p - inc VAT	Relevant legal statute
Clerk / RFO Net Salary & working from home allowance £18	466.50	LGA 1972 s111/2
Clerk / RFO expenses:		
Mileage : 78miles @ 45p	£35.10	LGA 1972 s111
Mobile contract & calls:	£24.69	LGA 1972 s111
TOTAL	£526.29	
Craig Warner - Volunteer Co-ordinator Net Pay June @ 15 hours	116.75	LGA 1972 s111/2
Post Office Ltd - HMRC - PAYE RTI	110.00	LGA 1972 s111/2
Jim Miles -mow/ strim cemetry 13/6 and 17/6	190.00	LGA 1972 s214
Margaret Johnson - copies Apr.& May packs, & new files/ account book	130.32	LGA 1972 s111
Southern Electric pavilion bill period to 21 May 2014	373.68	LG(MP)A 1976 s19
Thames Water qtr for allotments 18/11/13-15/5/2014 £15.17 Cr balance	0.00	LG(MP)A 1976 s19
Will Hutchinson litter picking 31/3-29/6	196.53	LG(MP)A 1976 s19
Sarah Stanley - refreshments at the Annual Parish Meeting 19 June	31.64	LGA 1972 s111/2
Boward Oxford Ltd - work re duty of care survey report 2013	588.00	LG(MP)A 1976 s19
Richard Rudd - Tennis court gate & latch repair	20.00	LG(MP)A 1976 s19
TOTAL	2,283.21	

Councillors reviewed the invoices presented for payment and resolved to pay all items.
 The cheques were signed by Glyn Rees and Catherine Maddison

89.14 Parish Councillors' reports form meeting attended since last Council meeting

No reports

90.14 Other matters for discussion – for information only

David Duthie reminded Councillors that a bill for drain clearance on the sports field site had been paid by the Sports club and that it was probably the responsibility of the Council to refund.

91.14 Date of next meeting - Wednesday 6 August 2014 – Village Hall, 7.30pm

Urgency Committee Meeting of the Parish Council

Signeddated.....