

**Shutford Parish Council Meeting**  
**Wednesday 8<sup>th</sup> July 2020 at 7.30pm by video conference.**

**The meeting commenced at 7.30pm**

**Present:** Cllrs: Helen Nixseaman (Chair), Sandy Forrester, Chris Hall, Debbie Pitt, Carolyn Rann, George Reynolds, Ashley Taylor and David Best, Clerk and Responsible Financial Officer. No members of the public attended the video conference.

20/011	<b>Apologies for Absence:</b> None.
20/012	<b>Declarations of Interest:</b> None.
20/013	<b>Minutes of the last meeting:</b> It was <b>RESOLVED</b> that the minutes of the meeting held on 13 <sup>th</sup> May 2020 were a correct record (unanimous) and signed by the Chairman.
20/014	<b>Matters arising from the minutes:</b> The actions list was reviewed. It was agreed that Cllr Ashley Taylor would write a note on the use of the defibrillator which would be published in the Shutford News. People should not be afraid of using it if the need arises as the defibrillator unit talks the user through the steps of using it. The Clerk will provide a list of emergency numbers to be published on the website and in the Shutford News.
20/015 20/015/1	<b>Parish Matters:</b> <b>Footpath past the Dairyground</b> – Oxfordshire County Council are providing some footpath signs which will be erected when they arrive. Although this was cleared by Oxfordshire County Council, there is some more clearing to do and a fence belonging to a property on West Street needs some fixing. It is hoped to enable a circular walk, but two stiles require attention and one of the gates is locked. These have been reported to Oxfordshire County Council and/or the landowner.
20/015/2	<b>Allotments</b> –
20/015/3	<ol style="list-style-type: none"> <li>1. One allotment holder wants to transfer the allotment to her sister. This was agreed.</li> <li>2. It is believed that there used to be a path behind the houses along Ivy Lane at the bottom of the plots on the bank, but this is impassable at the moment. It was agreed that some of the allotment reserves could be used to clear the path. This will be discussed with the existing and a new plot holder.</li> <li>3. The new owner of Honeysuckle Cottage has enquired about taking over some plots on the bank. Cllr Debbie Pitt will meet the new oner to discuss/ agree this.</li> </ol>
20/015/4	<b>Dairyground reopening</b> – The Parish Council is pleased to have reopened the play area. The equipment was cleaned and checked before reopening. It is being used. It was agreed that Cllr Ashley Taylor and Sandy Forrester will clean the equipment occasionally. It was agreed to minute thanks to all the Councillors that assisted with the reopening. <b>Trees below powerlines at the top and bottom of the allotment bank plots</b> – A resident reported that some trees below the lines are growing up and are getting very close. This has been reported to Western Power by the Clerk

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<p><b>20/016</b> 20/016/1  20/016/2</p>	<p><b>Finance:</b>  <b>Accounts</b> – The 2020-21 accounts were made up to 3<sup>rd</sup> of July and issued to Councillors prior to the meeting to check performance vs. the budget.  <b>Bank Reconciliation</b> – A reconciliation up to 3<sup>rd</sup> July was issued prior to the meeting. The combined current and deposit account balance is £15,432.51</p>
<p><b>20/017</b> 20/017/1  20/017/2</p>	<p><b>Correspondence:</b>  <b>Thames Water</b> – Thames Water has asked Parish Councils if there is a suitable a tarmacked area in villages for the dispensing of bottled water in an emergency. The area has to be large enough for 30 pallets and for HGVs to turn. There is no suitable area in Shutford but the Clerk will reply that only smaller areas are available.  <b>Speeding</b> – A resident has complained about speeding through the parish. Residents who see speeding cars are asked to record the registration number, date and time and provide the information to the Clerk who will keep a record. The Clerk will also obtain prices for flashing speed signs.</p>
<p><b>20/018</b> 20/018/1 20/018/2 20/018/3</p>	<p><b>Planning:</b>  20/00602/F &amp; 20/00603 – Monastery Farm, OX15 6PQ – Awaiting a decision from CDC  20/013722 – Rose Cottage – Parish Council advised CDC that they support. Residents have reported the erection of a fence which may be higher than allowed under Permitted Development. It was agreed that Cllr George Reynolds would query this with Cherwell Planning.</p>
<p><b>20/019</b> 20/019/1  20/019/2  20/019/3</p>	<p><b>Any Other Business:</b>  <b>Verge mowing and wildflowers</b> – Cllr Carolyn Rann has had an initial discussion with Mr Nigel Prickett, the verge mower, about leaving some areas unmown for the first few cuts to encourage wildflowers to grow. Various areas were discussed for developing a wild flower area including the bank along Ivy Lane, The Green (which is a registered village green), the grass area outside the Church and the triangle of grass at Cooks Hill and Ivy Lane but it was concluded that the bank along Ivy Lane would probably be most suited for a trial. It was agreed that a further meeting would be held with the mowers, Cllr Carolyn Rann and the Clerk and proposals drawn up.  <b>Emergency Plan</b> – examples of local council emergency plans were sent to the Councillors immediately prior to the meeting. Cllrs Helen Nixseaman and Debbie Pitt would investigate whether it would be practical to produce an emergency plan for Shutford.  <b>Pot Holes</b> – a number of potholes have been reported including the ones at Five Ways.</p>

The next Parish Council Meeting will be held on Wednesday 9<sup>th</sup> September 2020 at 7.30pm in the Village Hall or by video conference if public meetings are still restricted due to Covid-19.

There being no other business, the meeting closed at 9.13pm.

Signed by Chairman.....

Date.....