

**Shutford Parish Council Meeting**  
**Wednesday 9<sup>th</sup> September 2020 at 7.30pm by video conference.**

**The meeting commenced at 7.30pm**

**Present:** Cllrs: Helen Nixseaman (Chair), Ashley Taylor (Vice Chair), Stephen Barnes, Sandy Forrester, Chris Hall, Debbie Pitt, George Reynolds, and David Best, Clerk and Responsible Financial Officer. One member of the public attended the video conference.

<b>20/020</b>	<b>Apologies for Absence:</b> None.
<b>20/021</b>	<b>Declarations of Interest:</b> None.
<b>20/022</b>	<b>Co-option of New Councillor</b> – Stephen Barnes was co-opted onto the Parish Council replacing Carolyn Rann. The vote was unanimous. The Parish Council expressed thanks to Carolyn for all her hard work especially with Shutford Goes Green and co-ordinating the new play area on the Dairyground.
<b>20/023</b>	<b>Minutes of the last meeting:</b> It was <b>RESOLVED</b> that the minutes of the meeting held on 8 <sup>th</sup> July 2020 were a correct record (unanimous) and signed by the Chairman.
<b>20/024</b> 20/024/1  20/024/2 20/024/3	<b>Matters arising from the minutes:</b> The actions list was reviewed and the following discussed: <b>Speeding /Speed signs</b> – Correspondence was received from a parishioner complaining about speeding cars which was discussed at the previous meeting (ref:20/017/2). The clerk has obtained quotes for flashing signs from several companies. The cost is approximately £2,200 for a battery-operated sign. Data collection on the date, time and speed of cars is approximately £300 extra. It was agreed to monitor the situation and review at subsequent meetings. <b>944 Restorations</b> – It was agreed that the Clerk will obtain updates. <b>Defibrillator checking</b> – There was a vote of thanks to Margaret who carries out the regular checks. It was agreed that the Clerk will write to Margaret to thank her and Cllr Helen Nixseaman will buy some flowers as a gift.
<b>20/025</b>  20/025/1  20/025/2  20/025/3	<b>Parish Matters:</b>  <b>Allotments</b> – 1. Asbestos sheets – It was agreed that the asbestos sheets will be removed as soon as possible by a specialist company. 2. Several new people have taken over allotments including some on the bank. 3. Some of the allotment sizes have been queried. They will be re-measured, but allotment holders are encouraged to agree the boundaries with their neighbours where possible  <b>Play equipment -</b> 1. <b>Safety inspection</b> – Cllr Ashley Taylor has sorted out the see saw and Cllr Helen Nixseaman has been trying to contact Trevor Stewart who installed the equipment. Trevor organised an inspection from RoSPA Play Safety after the installation and no issues were reported but the latest inspection by the same company has raised some items. The Clerk will obtain details of companies that carry out inspections. 2. <b>Tesco grant/ new seating</b> – It is proposed to spend the Tesco Grant on new recreational seating unless parishioners have other ideas/suggestions. The Parish Council will try to ask villagers  <b>Emergency Plan</b> – Cllr Helen Nixseaman has started a draft plan. Cllr Chris Hall has offered to assist with this.

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20/025/4	<p><b>Wildflowers and verges</b> – Creating wildflower verges require management and needs to be balanced with the cutting for safety. An alternative would be to provide bird nesting boxes and bug hotels possibly with a children’s competition next spring. The Parish Council will ask villagers if they would like to take this on with the support of the Parish Council.</p> <p><b>Ivy and undergrowth clearance</b> – Some Councillors will clear this on Friday morning. The planter that was stolen has been replaced.</p>
20/026 20/026/1	<p><b>Finance:</b>  <b>Accounts</b> – The 2020-21 accounts were made up to 3<sup>rd</sup> of September and issued to Councillors prior to the meeting to check performance vs. the budget. The second instalment of the Precept is due in September. Payments are below budget.</p>
20/026/2	<p><b>Bank Reconciliation</b> – A reconciliation up to 3<sup>rd</sup> September was issued prior to the meeting. The combined current and deposit account balance is £13,198.66. Reserves are at normal/accepted levels.</p>
20/027	<p><b>Correspondence: None.</b></p>
20/028 20/028/1 20/028/2 20/028/3	<p><b>Planning:</b>  20/00602/F &amp; 20/00603LB – Monastery Farm, OX15 6PQ – Awaiting a decision from CDC.  20/013722 – Rose Cottage – Permission refused by CDC 22/07/2020.  20/01700/LB – Dawn Cottage - Awaiting a decision from CDC.</p>
20/029  20/029/1 20/029/2 20/029/3  20/029/4	<p><b>Any Other Business:</b></p> <p><b>Village Clean up</b> – This was postponed in the spring due to COVID-19. It was decided to review next spring as the grass is long now and volunteers may be reluctant to participate.</p> <p><b>Emergency Salt</b> – Cllr Ashley Taylor has volunteered to check the levels in the salt bins, and levels will be reported to Oxfordshire County Council.</p> <p><b>Cherwell Local Plan 2040</b> – Cllr Chris Hall attended a workshop on this but there is little impact on Shutford. There will be another consultation of February or March next year. It was agreed that an eye would be kept on it.</p> <p><b>Old Dairyground noticeboard</b> – this is thought to be beyond repair, but Cllr George Reynolds will assess the condition and dispose of it if it can’t be repaired.  New fence along Dairyground footpath – a brand new fence has been installed by one of the residents. It was agreed to minute a vote of thanks and the Clerk will write a letter of thanks to the resident</p>

The next Parish Council Meeting will be held on Wednesday 11<sup>th</sup> November 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 9.02pm

Signed by Chairman.....

Date.....