

Shutford Parish Council Meeting

Wednesday 13th November 2019 at 7.30pm in Shutford Village Hall

The meeting commenced at 7.30pm

Present: Cllrs: Debbie Pitt (Chair), Helen Nixseaman, Sandy Forrester Tom Parrish, George Reynolds and David Best, Clerk and Responsible Financial Officer. Also present were three members of the public.

19/028	Apologies for Absence: Cllrs Carolyn Rann and Ashley Taylor
19/029	Declarations of Interest: Cllr George Reynolds declared an interest in the 944 Restorations/ Industrial Estate Update his house borders the Industrial Estate and the owner of 944 Restorations is considering moving his business to another unit on the Industrial Estate. Cllr George Reynolds did not participate in this agenda item.
19/030	Minutes of the last meeting: It was RESOLVED that the minutes of the meeting held on 11 th September 2019 were a correct record and signed by the Chair. Proposed by Cllr G Reynolds and seconded by Cllr H.Nixseaman
19/031	Matters arising from the minutes: The pothole in Ivy Lane has not been repaired by Thames Water. The Clerk will chase this and check whether advanced warning of the road closure in March 2020 relates to this.
19/032	Parish Matters:
19/032/1	Shutford News Donations – It was agreed to continue the annual £75 donation towards the production of the Shutford News (proposed Cllr G Reynolds and seconded Cllr H Nixseaman). Payment will be made for last year and this year.
19/032/2	944 Restorations/ Industrial Estate Update – The owner of 944 Restorations is in discussions with Cherwell District Council and Brown & Co, the Landlord's agents. The owner is considering moving to one of the other units on the Industrial Estate where Sunday working is permitted. The installation of a capture device to the spray booth vent to prevent smells is being discussed with Cherwell District Council.
19/032/3	Youth Opportunities Fund – Oxfordshire County Council has announced a Youth Opportunities Fund of £1 million with a maximum grant of £70,000 per application. The closing date for applications this year is 22 nd November. Anyone in the village who would like to take advantage of the grant should contact youth.opportunities@oxfordshire.gov.uk . Having improved the playground equipment on the Dairyground, which is used by younger children primarily, the Parish Council would be interested to receive any suggestions on how it could support activities or facilities for older children/ youths.
19/032/4	Dairyground Update – The installation of the new play equipment has been completed, the tops of the swing posts lowered, and an opening event held. An article has been published in the Banbury Guardian. Landscaping and/or the installation of a picnic table, which has been requested by some residents, will be considered in the spring. A member of the public commented that his children and their friends love playing on it and it sits very comfortably on the Dairyground. It was agreed that the Clerk will advise the Insurers of the increased replacement value of the equipment.
19/032/5	New Noticeboard – Four quotes have been received for replacing the noticeboard on the Dairyground. It was agreed to accept the lowest quote (proposed by Cllr D Pitt and seconded Cllr G Reynolds). It is proposed to put notices on the back of the noticeboard with information on nature and trails etc... A message will also be included requesting people using the Dairyground to respect the residents in the Dairyground and behave reasonably. It was also agreed to consider whether the top of the old noticeboard could be salvaged, renovated and re-sited in the bus shelter.
19/032/6	Shutford Goes Green Update – A report circulated by Cllr C Rann was discussed. This is a very early stage and further information needs to be obtained about possible initiatives. Topics discussed so far include wildflower verges, improvement of wildlife areas, electric charging points for cars, community energy source, car sharing schemes, village re-cycling and a public water tap.
19/032/7	Allotment Update – All Allotment agreements and rents have been received. The clause in the agreement stating that the tenant be responsible for ensuring that any person present in the Allotment with or without the tenant's permission does not suffer personal injury or damage to his property will be reviewed. It was agreed that a tenant may erect a shed and greenhouse on one of the plots. It was noted that as previously agreed the Clerk will maintain a record of the allotment income and expenditure as any surplus will be re-invested in the allotments.

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19/032/8	<p>Footpath from Ivy Lane to Allotments – The owners of the house next to the footpath have been advised by Oxfordshire County Council that OCC are not responsible for maintaining the undergrowth along the footpath that is growing on their boundary fence/wall. It was agreed that any of this vegetation that is removed can be placed on the allotment next to the footpath so that it can be burnt. The Clerk is obtaining a quote for a gravel surface on this footpath as it is difficult to walk on when wet due to the gradient. Grants are available for footpath improvements/ upgrades.</p> <p>Mowing Contracts – After obtaining a competitive quote earlier this year, which was more expensive than the existing contractors, the existing suppliers were awarded the contract and will be asked to continue for the next two years.</p> <p>Shutford Neighbourhood Development Plan – It was confirmed that a plan was started a few years ago but never finished. There are no immediate plans to re-start this process, but it will be put on the agenda for the next Parish Meeting.</p>
19/032/9	
19/032/10	
19/033	<p>Finance: 2019-20 Accounts and Bank Reconciliation – The accounts and performance vs. the budget were reviewed. The cash reserves after all outstanding payments are £6,402.86 however there will be income shortly from a VAT reclaim and a grant from Cherwell District Council for new play equipment.</p>
19/034	<p>Correspondence: Buses idling whilst stationary – School buses have been observed with their engines running whilst waiting in Shutford. Oxfordshire County Council has confirmed that in its contract with Service Providers that at any stopping place where the vehicle will not be driven for more than one minute the driver shall switch off the engine and shall not start it until ready to depart. It was agreed that the Clerk would write to Cheyney Coaches Ltd to remind them of this.</p> <p>Church Lane pond conservation project – A parishioner asked if the pond in Church Lane could be made into a nice feature. The pond does not contain water though the year and just contains water when there is water run off from the surrounding fields. This feature was discussed in the Shutford Goes Green meeting and will be the subject of further discussion.</p> <p>Health Trust Consultation – The Parish Council has confirmed to a resident that it has not been contacted by the Oxford Trust about new proposals for the Banbury area health service. This question was raised when the resident learned that some Parish Councils have been contacted. No details of a consultation could be found on the NHS Oxfordshire Trust website.</p>
19/034/1	
19/034/2	
19/034/3	
19/035	<p>Planning: 19/01669/F – Lower Barn, Epwell Rd, OX15 6HE – awaiting decision 19/01962/F – 8 Dairyground, OX15 6PN – Granted 12/11/2019 19/02262/F – Comptons Cottage, Cooks Hill, OX15 6PL – returned to CDC without objection</p>
19/035/1	
19/035/2	
19/036/3	
19/036	<p>Any Other Business: Malthouse Lane road surface – It was agreed that the Clerk will contact Highways again to request repairs to the road which has become hazardous for pedestrians.</p> <p>Trail Run – A 5km or 10km run will take place as part of the Shutford Festival next year. Permits and permissions have been obtained.</p> <p>Advice on Paint Spray Installations – One of the members of public who attended the meeting kindly offered to give assistance and advice about the spray booth extraction at 944 Restorations as he has been working in this field for some time with Jaguar and Aston Martin.</p>
19/036/1	
19/036/2	
19/036/3	

The next Parish Council Meeting will be held on Wednesday 8th January 2020 at 7.30pm in the Village Hall

There being no other business, the meeting closed at 9.36pm

Signed by Chairman.....

Date.....