

RAMSDEN PARISH COUNCIL

Minutes of meeting held on Wed 16th April 2008 at 8.00pm in Ramsden Memorial Hall

Members Present: Clive Cowen (CC), Mrs Holly Deans (HD) (Chairman), Mrs Sally Miller (SM), Mr Tony Shuker (TS) and Mrs Sarah Wiggins (SW)

Others Present: the Clerk and one parishioner

Item	Subject	Action
1.	Apologies None.	
2.	Declaration of interests None relevant to the business of the meeting.	
3.	Public participation session with respect to items on the agenda Deferred to item 9.	
4.	Approval of minutes of the meetings held on Wednesday 19th March The minutes were approved and signed as a true record.	
5.	Matters of report arising, not elsewhere on the agenda a) Transport needs survey The date had been extended to 20 th April as some surveys forms had gone out late. b) Duty of care requirements for waste disposal A response to the PC's enquiry was still awaited.	
6.	Report from Councillor Simon Hoare (Cllr SH) The District Council election for Hailey, Minster Lovell and Leaffield ward had been uncontested, so SH had been elected unopposed for a further four years.	
7.	Highways and Footpaths a) Footpath 327/3, top of Wilcote Lane SW had accompanied the Footpath Officer (Mr Dan Weeks) on a site visit. Mr Weeks would be contacting Sir Mark Norman to consider the route of the footpath. b) Little Lane and Footpath No 1 The main problem area was not on the official footpath, so Mr Weeks was unable to assist. HD had discussed possibilities with Mr Ricky Holifield who would send an estimate.	
8.	Planning a) Applications received from West Oxfordshire District Council 08/0452/P/FP Single storey rear extension. Pond House, Mount Skippett. (SM declared a personal interest as a neighbour.) Applicant: Mr R. Bigwood No objection.	Clerk
	b) Decisions received from West Oxfordshire District Council 07/1734/P/FP. Extension for guest accommodation and replacement of existing garage with new kitchen & bedroom at Middle Farm. Granted. 08/0036/P/FP Affordable Housing - Further assurance with regard to sustainability had been received. Correspondence from Mr Dick Williamson was considered. The PC would be contacting the Planning Office and keeping a watching brief on matters of concern. St. John's House: Work was likely to start shortly as soon as the remaining conditions were discharged.	Clerk
	c) Ramsden Conservation Area Documents Deferred to a future meeting.	

9. Committees

a) Playing Field Committee (PFC)

i. Development plans

Mr Ian Winter (IW) updated the PC on the plans. Information had also been received from Mr Richard Lord. The PC supported the PFC in their desire for a multi-user games area (MUGA) and agreed that the north-east corner of the field would be a suitable location. This would not preclude the possible construction of a second dedicated tennis court at some stage in the future and hopefully discussions would continue to ensure that plans would benefit the entire community. IW agreed to produce an updated version of the proposed sketch plan for the annual meeting.

The PFC Treasurer had enquired about opening a special bank account for the development project. IW was asked to clarify details with the PFC so that they could make a formal request to the PC.

ii. Delegate for OPFA Training Event

No request had been received.

b) Memorial Hall (MH) - Minutes and accounts

The Minutes were received and the financial situation seemed very satisfactory. Accounts were with the auditor.

10. Financial matters

a) Financial summary

The financial summary was reviewed against the budget, and the accounts for 2007/08 were considered prior to internal audit. There were satisfactory explanations for the variances with the 2006/07 accounts.

Resolved:

To adopt the accounts. These were signed by the Chairman and the RFO.

b) Insurance

Renewal documents had been received from Allianz plc. TS would check the Insurance Policy. The Clerk was endeavouring to obtain a quotation from Zurich Municipal. The PC agreed to ask to inspect the insurance schedule for the Memorial Hall.

TS

Clerk

c) PAYE

Still no response from HMR&C to the letter sent on 8th January 08. A reminder had been sent on 28th March 08.

d) Accounts for Payment

It was resolved to pay the following accounts: Clerk Salary and Expenses £289.42; £1500 transfer to the WODC loan account; subscription to The Friends of Wychwood £15 approved as a Schedule 137 payment.

Clerk

11. Items for 2008 Annual Council and Annual Parish Meetings

These were to be held as separate meetings in future. Draft agendas were agreed.

12. Correspondence

a) Review of subsidised bus services

Mt Skippett had been included in the Ramsden survey. North Leigh was being asked to include Wilcote.

b) Mr Richard Lord had sent a copy of correspondence with Thames Water. The drains had been overwhelmed following heavy rain on 14th and 15th March resulting in the escape of foul water and sewage at Lower Farm.

c) Mr and Mrs Crapper had complained of speeding traffic past Jordans Close. Oxfordshire Highways would be contacted for advice. The Police would be informed of the problem.

Clerk

d) A Memorial request had been received for the Newton-Clare family – approved.

Clerk

- e) Information on Code of Conduct training sessions had been received from WODC. Cllrs had attended in 2006. As there was likely to be further revision of the Model Code of Conduct, information could be cascaded from one person for this year. **Clerk HD**
- f) Mobile Library Service – notice was given of a change of day from Monday to Friday as from week beg 2nd June.
- g) Information regarding an influenza pandemic planning workshop had been received. The PC had a healthcare specialist and would not be sending a representative. Other information received was tabled.
- 13. Consultations: Local Plan**
- a) Core Strategy Issues and Options **HD SW**
 HD and SW would complete the questionnaire on behalf of the PC.
- b) Site Allocations Issues and Options **Clerk**
 Comments would be submitted on the potential traffic problems arising from further development north of the Windrush with only one river crossing in Witney.
- 14. Any Other Business**
- The hedge at Pond Farm had not been cut, and no response to the PC’s letter had been received. A further letter would be sent. **Clerk**
 - The X marks on the road where drains needed attention were fading – the Clerk was asked to enquire when the work would be done. **Clerk**
 - Leaflets were available for the windscreens of cars parked on the pavement outside the MH. There was a particular problem with the Scaletrix Group on Thursday evenings. The MH Chairman would be asked to write a strong letter, and the police would be informed if necessary. **Clerk**
 - The map of the grass verges did not tally with the area being cut by OH contractors. At the Annual Parish Meeting residents would be asked to assist with updating and correcting the plan. **SW**
- The meeting closed at 9.58pm**
- Dates of Next Meetings:**
- Annual Council Meeting Wed 21st May 7pm **All**
- Annual Parish Meeting Wed 21st May 8pm
- Ordinary meeting Wed 18th June 8pm