

RAMSDEN PARISH COUNCIL

Minutes of meeting held on Wed 19th March 2008 at 8.00pm in Ramsden Memorial Hall

Members Present: Mrs Holly Deans (HD) (Chairman), Mrs Sally Miller (SM), and Mrs Sarah Wiggins (SW)

Others Present: the Clerk and two Parishioners

Item	Subject	Action
115.	Apologies Mr Clive Cowen (CC), Mr Tony Shuker (TS) hoped to arrive later Public participation session with respect to items on the agenda With regard to the Affordable Housing, Mr Dick Williamson (DW) spoke about shared ownership, flooding and not setting a precedent for future development, and drew attention to the potential advantage of extending the Conservation Area. The Chairman thanked DW for his helpful advice. Agenda Items 9a iii (Inspection of the Safety Book) and 9a iv (OPFA Training events) were brought forward. Mr Ian Winter (IW) presented the Safety Book which was inspected and discussed. There were no urgent matters outstanding. Details of an OPFA event (14 th May) and inspection training (Hailey, 12 th June) were passed to IW.	
116.	Approval of minutes of the meetings held on Wednesday 20th February and of the Standing Orders The minutes were approved and signed as a true record. The Standing Orders were checked and signed. Cllrs received a revised version of Page 14 for their copies.	All
117.	Declaration of interests None relevant to the business of the meeting.	
118.	Matters of report arising, not elsewhere on the agenda The draft questionnaire for the Rural Transport survey was inspected. No amendments were recommended. The Clerk was authorised to obtain 3 quotes and accept the cheapest for duplication. Forms would be returned via a Freepost address or a box in the Church porch. Analysis would be available in June.	Clerk
119.	Report from Councillor Simon Hoare (Cllr SH) None received.	
120.	Highways and Footpaths a) Flooding HD had spent 2½ hours with Mr Wayne Barker of Oxfordshire Highways (OH) visiting Akeman St, High St and Little Lane and checking all reports. It was OH's task to keep the roads drained, but it was up to individual land owners to deal with the water on their land. Grips cut in Akeman St were working well. Further measures might be considered. Grips would be cut on the B4022 each side of the crossroads dip and in the upper part of the road leading into Ramsden. The road would be taken up to clear a fault found in the drains under the road near the Royal Oak. The PC agreed to wait until all works were completed before reassessing the situation. The Clerk had contacted the Footpath Officer regarding raising the level of the footpath at the top of Wilcote Lane and was awaiting a response. SW offered to accompany the officer on a site visit. SM would contact Mr R. Holifield about putting hardcore in the triangle at the top of Little Garden Wood.	Clerk SW SM

121. Planning

a) Applications received from West Oxfordshire District Council

07/1734/P/FP. Extension to create studio & guest accommodation. Replace existing garage with new kitchen & bedroom. Middle Farm, High Street, Ramsden
Applicant: Mr & Mrs S Richards
No objection, condition requested not to become a separate dwelling, sustainability to be addressed, concern over light to window of adjacent listed building.

Clerk

b) Decisions received from West Oxfordshire District Council

08/0036/P/FP Proposed Erection of 5 affordable dwellings. Granted. HD, Cllr SH and DW had attended the meeting on 17th March. The Planning Office had given an assurance that no precedent for further development was being set. Cottsway had agreed to reconsider the possibility of the shared ownership of some properties, Cllr Norton would be assisting. Measures had been proposed to reduce very considerably the surface water run-off.

The PC agreed to seek further assurance with regard to sustainability.

The Clerk was asked to check for further information on the St. John's House application.

Clerk

c) Ramsden Conservation Area Documents

Deferred to next meeting.

122. Committees

a) Playing Field Committee (PFC) and Tennis Court Committee (TCC) - Development plans

Minutes of the last TCC meeting had been circulated. The PC agreed in principle with the initial priorities of the PFC but wanted further clarification of the details for the April meeting, particularly in respect of the landscaping because of environmental responsibilities. The PC considered that sufficient space for a conventional tennis court should be left available for the future and that any multi-user area could be considered in addition rather than combined.

Clerk

The annual grant to the PFC was discussed and agreed under financial matters.

b) Memorial Hall (MH) - Minutes and financial update

Minutes of the February and March meetings and financial comments were received.

The Clerk would contact Bill Miller about the Flower show cup and grass cutting arrangements for the Fete. The PC were satisfied with receiving minutes and a general financial comment and did not wish to send a representative to Committee meetings.

Clerk

123. Financial matters

a) Financial summary

The financial summary and bank reconciliation were considered and reviewed against the budget. £500 had been transferred from the WODC Loan account to the current account to cover invoices for March. Two accounts remained outstanding on the Newsletter. The PC considered the PFC grant and agreed that the balance of £56.13 be paid to the PFC.

SW

c) PAYE

Still no response from HMR&C. It would be possible to outsource PAYE management at little cost to the PC.

Clerk

d) Grass cutting for 2008 season

A quotation from Mr Kevin Grant of £1,235.00 had been received, and of £1,227.00 from WODC. Disposal of grass cuttings was a further £520.00 from Mr Grant or £682.00 from WODC. Disposal of cuttings locally was not a viable option because of

red tape. Some parishes find it satisfactory with 10 cuts p.a. and leaving the cuttings *in situ*. Mr Grant had provided a further quote for this of £1,660.00, offering to revert to fewer cuts and grass disposal if necessary. This final option was agreed.

Clerk

e) Waste disposal arrangements

The Clerk had signed the waste transfer control note for the Cemetery for the PC, and was asked to investigate duty of care requirements for tetrapak disposal.

Clerk

f) Accounts for Payment

It was resolved to pay the following accounts: Clerk (inc. 11.25 extra hours agreed and quarterly equipment and internet use payment) £429.20; PFC £56.13.

Clerk

b) Review of the effectiveness of the internal audit

Discussion was held until this point in the hope that TS might be present. The report submitted was considered by the PC and approved. The PC was satisfied with the effectiveness of the internal audit.

124. Correspondence

A request from David Cameron's office to display his advice centre notice was agreed.

SW

125. Any Other Business

None.

The meeting closed at 10.50pm

Dates of Next Meetings:

Wednesday 16th April, Annual meeting Wed 21st May

All