

## **RAMSDEN PARISH COUNCIL**

### **Minutes of the meeting held on Wednesday 20<sup>th</sup> January 2010 in Ramsden Memorial Hall**

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

**Others Present:** The Clerk and one parishioner

<b>Item</b>	<b>Subject</b>	<b>Action</b>
94.	There were no apologies.	
95.	<b>Declaration of interests with regard to items on the agenda</b> TS declared a personal interest in respect of the lime tree because of its position and HD a personal interest in the Middle Farm planning application as a near neighbour.	
96.	<b>Public participation session with respect to items on the agenda</b> Mrs Paula Biggs (PB) reported that the Playing Field Committee (PFC) had paid for work on the ditches and was concerned about sharing the costs of this. PB raised the issue of the damaged surface of Akeman Street opposite Jordans Close and of horses leaving dung outside the pub.	
97.	<b>Approval of minutes of meeting held on Wednesday 18<sup>th</sup> November 2009</b> The minutes were approved and signed as a true record of proceedings. <b>Item 102 a) Update on the playing field</b> was brought forward to this point. The big hole had been kindly filled in by Martin Hodgson. Amy Gadney had requested the PC to delay paying the funds in the Project Account over to the PFC pending further discussion. The Safety Report from the ROSPA autumn inspection had been received and was discussed. There was nothing requiring urgent attention. The report would be forwarded to the PFC drawing attention to a couple of points. Correspondence regarding the Oxfordshire Play Policy would be forwarded to the PFC to consider whether they would wish to adopt a Play Policy and to recommend whether the PC should do so. Martin Hodgson had offered to help with gritting the parking area at very reasonable cost and the PC congratulated the PFC on obtaining this offer.	<b>Clerk</b>
98.	<b>Matters of report arising from previous minutes</b> a) Highways Speeding: CC had spoken to the police on 11 <sup>th</sup> Dec and been assured that the speed trap would happen. SW would move the Speedwatch signs round again. Akeman Rise: The official opening took place on Friday 11th December. The best position for a Jordans Close name sign is being investigated by Mr Kevin Jack at WODC and the sign will be included in his next sign order. Moving the 30mph signs: Cottsway were willing to contribute the £3000 - £4000 needed to do this. The PC agreed that the 30 zone should include the playing field entrance if possible. The PC would chase up Leadbitter over the agreed road repairs. Skippett Lane / High Street: the damaged 30mph road sign was logged with OH under ref n. 298008 for attention. Dog fouling: There were at least 40 pet dogs in the village. The amount of dog-fouling remained unacceptable. A note would be put in the Newsletter.	<b>SW</b>
	b) Lime tree Nicholsons have a backlog of work because of the bad weather and will attend to the tree as soon as possible.	<b>HD</b>
99.	<b>Report from Councillor Simon Hoare (SH)</b> None received.	<b>Clerk</b>
100.	<b>Flooding Update</b> Updated copies of Flood Mitigation chart were discussed. It was noted that the bund in the glebe land had been dismantled. Enquiries would be made about this.	<b>Clerk</b>

**101. Planning**

a) Applications received from West Oxfordshire District Council  
09/1467/P/FP Alterations and erection of extensions Rose Cottage, Wilcote Lane.  
Applicants: Mr Walford & Mrs Norton

No objection but concern expressed at the size of extension relative to the size of plot.

10/0058/P/FP Alterations and erection of first floor extension above new kitchen. Applicant: Browning Lowe Ashdown Architects (Mr & Mrs S Richards)

No objection. Request condition not to become a separate dwelling and due regard to be given to problems of overlooking.

**Clerk**

Application for Premises Licence by HillTop Garden Centre  
Café to be changed into restaurant; licence required for alcohol sales during normal business hours and until 10pm on up to 10 themed evenings per year. The PC agreed to ask WODC to give due consideration to the risk of extra noise given the elevated position of the Garden Centre.

**Clerk**

b) Decisions received from West Oxfordshire District Council  
09/1225, 09/1226 Alterations and erection of single storey garage extension at Handcroft Farm. Granted.  
09/1431/P/FP Erection of extension and conversion of garage at Green Pastures, Wilcote Lane. Granted, subject to condition to avoid future overlooking.  
09/1467/P/FP Alterations and extensions at Rose Cottage. Granted

c) Cotswold AONB Boundary

Ian Morrow had written stating that WODC were not likely to support a proposal for extending the boundary. Some of the PC's reasons appeared to have been overlooked, and a further letter would be sent.

**CC,  
HD**

**102. Committees**

a) (see under item 97)

b) To record receipt of the Tennis Court Committee minutes  
Minutes of the TCC meeting held in November 2009 had been received and circulated. CC's letter clarifying some points had also been circulated. CC would reply to Sue Tucker's letter of response and the VAT position would be checked.  
Minutes were also received from the Memorial Hall Committee.

**CC  
Clerk**

c) Ramsden Poors Allotments Committee (RPAC)  
The RPAC meeting had been deferred due to inclement weather.

**103. Newsletter**

a) Update on advertising and sponsorship  
Invoices were sent out on 5<sup>th</sup> Jan. Fairfax & Co. were willing to continue sponsorship. The PC wished to thank Anne Mannix for continuing to act as editor.

**Clerk**

b) To consider policy on requests from charities for advertisements or articles  
A request was received from Marie Curie Cancer care asking for a free advertisement asking for voluntary help. The PC agreed to adopt a policy of looking at any such requests on their merit. This request would in effect be a charitable donation, and as such came under the PC's agreed policy of not making charitable donations.

**104. Churchyard and Cemetery**

a) To discuss repair of Churchyard wall  
A specification had been drawn up and a quotation from Lewis Landscapes. A second quotation was awaited; a third contractor was unable to quote. It was agreed:

- To award the contract to the contractor who able to carry out the work sooner, assuming the second quotation was comparable.
- To take up to £600 from the reserves to fund these urgent repairs.

**105. Financial matters**

a) Financial Summary

The financial summary and bank reconciliation were considered. All was satisfactory.

b) To review the Financial Regulations

The Financial Regulations were reviewed, especially sections 10 and 11.

It was agreed that no changes were necessary.

c) To review the Standing Orders

The Standing Orders were reviewed.

It was agreed that no changes were necessary.

d) To review the Audit Plan

The Audit Plan was considered and updated. A copy of relevant sections of the 2008 Governance and Accountability Guide was given to TS.

e) To appoint the internal auditor

It was agreed to appoint Mr Philip Hood of Arrow Accounting as auditor for 2009/10 at a fixed fee subject to the rate of inflation.

**Clerk**

f) Accounts for Payment

The following accounts were approved for payment: Litho & Digital Impressions Ltd (Newsletter Nov & Dec) £80; Clerk salary, expenses (Jan).

**106. Highways and Footpaths**

a) To consider request for Grit bin at B4022 junction

It was agreed to request a salt and grit bin so that residents who do not own a 4x4 are able to exit onto the B4022 in snowy or very icy conditions.

**Clerk**

b) To consider action on broken gateway/stile at footpath at top of Wilcote Lane

As there had been no response to SW's emails from before Christmas, the Clerk was asked to follow this up with Dan Weeks, Footpaths Officer.

**Clerk**

c) Correspondence regarding lack of gritting in village

Correspondence had been received from two parishioners regarding the lack of gritting in the village. The PC appreciated the helpful suggestions. It has no powers to clear highways but will take the issue up with Oxfordshire Highways. To ensure action, this item will be also re-visited later in the year when OH is less pressured.

**Clerk**

**107. Correspondence from TVA shop**

The PC discussed the TVA shop's request for a letter of support to enable them to get a grant. It was agreed that the shop is important to the community and to support their application.

**Clerk**

**108. Any Other Business – for information only**

A link would be put on the website about the new parking wardens in the WODC area. The meeting closed at 10pm.

**Dates of Next Meetings:**

Wednesdays 17<sup>th</sup> February, 17<sup>th</sup> March, 21<sup>st</sup> April. The Annual Parish Meeting and Annual Council Meeting will be on Wednesday 19<sup>th</sup> May in Ramsden Memorial Hall.

**All**