

**Minutes of the Meeting of Caversfield Parish Council
held on Wednesday 21 September 2016 at 7.00pm at Fringford Village Hall**

- Present:** Cllr Esther Bannister, Cllr Eleanor Booth-Davey, Cllr June Nisbet (Vice-Chairman), Cllr Roger Shipway, Cllr Glenice Sutcliffe
- In attendance:** Cllr Jason Slaymaker (CDC), Cllr Lawrie Stratford (OCC), Mrs Jane Olds (Parish Clerk)
- Apologies:** Cllr John Gilmore (Chairman), Cllrs Lynn Pratt and Nicholas Mawer (CDC)

1. Apologies

The Councillors accepted Cllr Gilmore's apologies.

2. Requests for Dispensations, Declarations of interest, gifts and hospitality

There were no declarations of interest or requests for dispensations.

3. Public Participation

No members of the public attended the meeting.

4. Minutes of the Meeting held on 20 July 2016

It was **RESOLVED** that the minutes be accepted as a true record and were signed by the Chairman of the meeting with the amendment in point 6 that it was a Health responsibility not the responsibility of OCC.

5. Update on progress from the Minutes

a. Insurance

The Clerk had sent off the cheque.

b. Clerk Pay

The Clerk had updated the Standing Order with the bank.

c. Proposed Closure of North Bicester Surgery

The Clerk had written to Mrs Prentis and received a reply which had been circulated.

d. 22 and 23 Bus Service

The Clerk reported that the service had been cancelled. She had been in touch with Bicester Town Council and their Clerk informed her that the service had been running at a loss of £4,000 per week. The bus company had been trying to engage with Value Retails (Bicester Village) and Chiltern Railways to elicit financial support from them and had been hopeful that it would be forthcoming, but sadly, those negotiations had broken down so the bus company was left with no choice but to stop the services.

**6. Reports from District and County Councillors and Police
District Councillors**

Cllr Stratford reported that North Bicester Surgery would be closing on 30 September, but that despite letters sent to all patients in August fewer than half of patients had re-registered at an alternative surgery; the Council was asked to publicise the need to change

to a new surgery as widely as possible. Whilst it was very regrettable that this was happening to Bicester, it was a national problem which the County Council and the MP were watching closely. Two other surgeries – Victoria House and Langford Village – have agreed to merge to form Alchester Medical Group which will still have the two locations and additional doctors to manage the new patients from North Bicester.

Regarding the Unitary project, both the report commissioned by the County Council and the one commissioned by the District Councils have been published and although they agree that £100m could be saved, agreement is not forthcoming on where. The debate will continue.

The Bicester Library was opened in July to great acclaim.

There were a number of consultations which had been launched recently including the Boundary Commission's consultation on the Parliamentary Boundaries, the Government's consultation on the Finance Settlement for 2017/18 which included the proposal to cap increases to Parish Councils' precepts to 2%.

The Police written report had been received and circulated.

7. Finance

a. To receive the monthly financial report

As at 13 September, the Accounts stood at:

Co-op Current Account	£5,584.19
NS&I Account	£2,337.35

There were no outstanding cheques.

The Current Account had received the Transparency Grant to pay for the website and laptop of £1,249.92.

The Standing Order of £108.35 to pay the Clerk cleared on 18 July and the revised Standing Order of £109.44 cleared on 17 August.

b. To receive the report from the External Auditor

The Clerk had received the report from the External Auditor and had circulated it. No issues had been raised or a charge made for their services.

c. To consider invoices for payment itemised on the payment schedule

The Councillors **RESOLVED** to approve the following invoices for payment:

Cheque no:	Payee and reason	Budget	Amount
200093	Fringford Village Hall for hire of hall on 21 September	Hall Hire	£18.00

Cheque no:	Payee and reason	Budget	Amount
200094	Navitas Design Ltd for deposit for website and training (Invoice no 25687)	Website + training	£264.00
200095	TAG Window Cleaning for bus shelter cleaning 13 September	Bus shelter cleaning	£25.00
200096	Navitas Design Ltd for invoice in advance of going live (Invoice no 25781)	Website + training	£342.00

8. Standing Orders

The Councillors reviewed the Standing Orders and **RESOLVED** to agree that no changes were necessary.

9. Planning Applications

a. **To consider all recent Applications received** from Cherwell District Council detailed below and any other Planning Applications submitted between the circulation of this Agenda and the meeting.

- i. 16/01588/F, Mr and Mrs Wilson Abraham, 25 Fairhaven Road, OX27 8TU for Single storey rear extension and new front porch with downstairs cloakroom. The Councillors considered the application and had no comments or objections.

b. **To note Notices of Decision**

The following notices of decision had been received:

- i. 16/00186/TCA, Mr Tim Harrison, 1 Paynes End, T1 x Laburnum - Crown reduction and Crown lift by up to 20%, lift branches away from fence line. Deadwood removal (exempt) and remove ivy (exempt). Permission.
- ii. 16/01338/F, Mr and Mrs M Wickens, 54 Fairhaven Road, Single storey front extension to enlarge hall and kitchen; Permission for development subject to conditions.
- iii. 16/01140/F, Mr and Mrs McKenna, 2 Montgomery Road, OX27 8FG, Alterations, conversion of garage to habitable accommodation, and widened dropped kerb and new windows; Permission for development subject to conditions

10. Extension to the pavement from Springfield Road to outside Cuckoo Cottage

The Councillors considered asking Oxfordshire County Council to provide a pavement outside Cuckoo Cottage on Fringford Road to join up with the existing pavement on Springfield Road to enable walkers to cross the road to the footpath to Bainton Woods and **RESOLVED** to agree to write to Cllr Stratford with the request.

11. Addition of a pavement and crossing on A4421

Comments and requests from users of the bus stops at the Caversfield Turn had been received and noted. With the loss of the local 22 and 23 bus service, the bus stops were in greater demand but that as there was no pavement or crossing to the bus shelter on the southbound side, pedestrians were finding it increasingly difficult to cross the road safely.

The Councillors considered the suggestion and **RESOLVED** to agree to write to Cllr Stratford with the request to the County Council to provide a crossing and additional pavement to the assist pedestrians using the bus service.

12. Speed limit on A4421 through the village

The Councillors **RESOLVED** to agree to write to Cllr Stratford requesting the speed limit be reduced from 50mph to 40mph through the village from the Stratton Audley Turn to the roundabout to enable the safe progress of local vehicles turning in to and out of the side roads and entrances on the main road and to assist the safer crossing of the road for pedestrians.

All three issues in points 10, 11 and 12 would be included in one letter with the priority given to points 11 and 12.

13. OALC Courses – to note the new courses and consider further training

The Councillors noted the courses available for the rest of the year but agreed that none were currently necessary.

14. Website – to receive a progress report.

The Clerk reported that the website was almost complete and showed the meeting the progress. The 'Genesis Lifestyle Pro' theme would be used with some changes to the layout to suit the Parish Council. The domain name CaversfieldPC.org.uk had been purchased and the Clerk's husband had taken photographs around the village for use on both the new site and the Facebook page.

The website would be made live shortly.

15. To note receipt of CDC's Statement of Community Involvement

The Councillors noted the receipt of the Statement which would be circulated after the meeting.

16. To note receipt of CDC's Local Enforcement Plan document

The Councillors noted the Plan document which the Clerk would circulate after the meeting.

17. To consider a response to CDC's Open Space, Sport and Recreation Review

The Clerk had circulated the review by email and presented the meeting with the proposed map.

The Councillors **RESOLVED** to respond that the MoD Park should not be categorised as an 'Outdoor Sports Facility', but as 'Private Parks and Gardens' and to let the MoD know. The Clerk would also inform City and Country about the proposal to categorise an area in the Garden Quarter as 'Amenity Green Space' and Caversfield Management Company so that they could respond regarding the Brashfield Park area of the village.

18. To note the date of the next CDC Parish Liaison Meeting as Wednesday 9 November

The Councillors noted the date and Cllrs Nisbet and Sutcliffe hoped to attend...

19. Department for Transport Minibus Fund – to consider a letter from Victoria Prentis MP regarding applying for a grant from the DfT minibus fund

The Councillors considered the letter and agreed that joining with surrounding villages would be more appropriate.

20. Parish Matters

a. The Comet Bus – to note the information

The Councillors noted the information about the bus and requested that it be publicised on the website.

b. October Sunday Brunch Scramble– to note the date of the next Scramble at Bicester Heritage as 2 October.

The link for the discounted tickets for villagers is

<https://shop.ticketscript.com/channel/web2/start-order/rid/V5NPVNQD/language/en>

21. Reports from Meetings

No meetings had been attended.

22. Correspondence received

The Clerk presented the meeting with a list of correspondence received which included:

- a. Villagers** re Broadband
- b. OALC** – July update
- c. Cllr Stratford** – August report
- d. Open letter from Christopher Harris to Nigel Bell and Mr Bell's response**
- e. Victoria Prentis MP** – reply to PC letter re North Bicester Surgery
- f. Bicester CAB** – notice of Annual meeting on 20 October
- g. CFO** – summer newsletter
- h. OCC** – re event for encouraging prospective County Councillors – 14 September
- i. High Sheriff of Oxfordshire's private garden tour and lunch in aid of Carers**
- j. OALC** – August update
- k. CFO** – AGM Yarnton Village Hall on 27 October, 2 – 3pm
- l. OALC** – Neighbourhood Planning bill information
- m. OCC** – re new Parish Liaison telephone number and registration number
- n. CFO** – place making conference 8 November
- o. Clerks and Councils Direct**
- p. Quality Bailiffs** – re trespasser and horse removal specialists

23. Items for information or next Agenda only

a. Agenda items

The Clerk requested that all items for the next agenda should be submitted by Thursday 3 November.

24. Date of Next Meeting

The Councillors **RESOLVED** to agree that the Parish Council meeting would take place on Wednesday 16 November 2016 in the Chinnery Room of Fringford Village Hall at 7pm.

The meeting closed at 9.15pm

Signed

Dated