**GARSINGTON PARIS****H COUNCIL - draft minutes**

The Monthly Meeting of the Parish Council was held in the Village Hall on Monday 15th October 2018 at 7.30pm. The Chair was Cllr Anne Eastwood, present were Cllrs Judy Westgate, Matthew Dovey, Richard Betteridge, Mike Patrick, Ian Dickinson, District Cllr Elizabeth Gillespie, with L Stevenson in attendance.

9 Members of the public were present.

10/18/1 Apologies for Absence

Cllr Chris Wright - holiday

Cllr Paul Bolam - holiday

Head of Planning Enforcement – Emma Turner

10/18/2 Declarations of Interest

None

10/18/3 Public Participation

District Cllr Elizabeth Gillespie offered apologies from Emma Turner, who will attend the next Parish Council meeting on November 5th.

A resident brought up the matter of Kiln Lane wondering if SODC had responded to the letter of complaint regarding their performance on a recent planning matter. Cllr Anne Eastwood had not heard from the Chair that he had received anything. Cllr Anne Eastwood will ask Cllr Chris Wright to write to the residents group to update them regarding this issue.

Cllr Anne Eastwood asked District Cllr Elizabeth Gillespie if Emma Turner could write to the Parish Council to update them of the current enforcement situation.

A resident brought up the matter of dog fouling in Parsler’s Piece. Cllr Anne Eastwood agreed to put up more notices. District Cllr Elizabeth Gillespie agreed to look up notices available from SODC.

A resident brought up a recent planning matter concerning an application within the greenbelt, where planning officers had suggested the applicant apply to vary a planning condition, this was later withdrawn. District Cllr Elizabeth Gillespie agreed to pursue this matter with the Head of Planning Enforcement.

A resident suggested the planting of apple trees on a piece of parish land. Cllr Anne Eastwood thanked the resident for this suggestion. Cllr Richard Betteridge thought the planting of apple trees was a good idea.

10/18/4 Minutes of the Monthly Meeting held on 3rd September 2018

These were agreed and signed.

10/18/5 Matters Arising from the Minutes not covered elsewhere on the Agenda

8/18/10 Salt bin replenishment – Clerk has placed an order for the salt.

8/18/10 A meeting was held with the Tree Officer, Cllrs Chris Wright, Paul Bolam and Anne Eastwood attended. Although there was little he could do to help.

Regarding the Autumn cutback on Combewell, nothing has yet happened, Clerk to contact County Cllr Lorraine Lyndsay-Gale again.

9/18/9 – Wayleaves position – Cllr Richard Betteridge is in contact with the Wayleaves Officer and will report back.

9/18/16 – Burial Ground – Cllr Chris Wight had sent an email round regarding the discharge of the planning condition.

9/18/19 Clinkard’s Hill – the Clerk had written to the landowner and established that the verge is owned by the County Council. The Clerk has written to County Cllr Lorraine Lyndsay-Gale and requested the hedge to be cut.

Map stand – Cllr Anne Eastwood has one map, but still needs to source an ordnance survey one for the stand. Cllr Richard Betteridge agreed to help with this.

10/18/6 County Councillor’s Report

Previously circulated

10/18/7 District Councillor’s Report

District Cllr Elizabeth Gillespie reported that details of the Local Plan will be released in December, and go to the Inspector in January or February for comments, with submission in March.

District Cllr Elizabeth Gillespie offered her apologies for the confusion over the recent grant application for the hedge cutter.

Cllr Anne Eastwood asked for the ‘Garsington’ sign to be reinstated on the Oxford side of Guydens farm where Garsington actually starts. Cllr Anne Eastwood also requested the white van with a parking ticket on and a fly tipped duvet be removed from Pettiwell.

Cllr Richard Betteridge asked if Cllr Chris Wright had met with Greenwoods. Cllr Anne Eastwood noted that this was an action for Cllr Chris Wright.

10/18/8 Finance

The Clerk reported that the certification of the completion of the audit for year ending 31st March 2018 had been received from the external auditor.

Balances and cheques for signature –

Barclays Current Account at end of September 2018 - £52,687.99

To note DD payment to Grundon of £48.20

Receipts

2nd Half year precept from SODC of £11,500.00

Direct credits for Newsletter advertising - £498.00

Cheques received for Newsletter advertising - £300.00

Cheque received for balance on materials overpaid - £43.20

The following cheques were approved and signed

£136.50 – D Loveridge for 1 cut of the play area (6 of 11)

£240.00 – Moore Stephens for external audit services

£942.44 – BGG for August and September grass cuts

£900.44 – Colourplus for Oct/Nov Newsletter

£600.00 – Alan Clark Home Maintenance for woodwork repairs to play area

£192.00 – Westcotec for 2 batteries for speed monitoring device

£668.98 – Playdale for replacement spring on aerial runway and installation (cheque already sent with order)

£325.00 – to reimburse Cllr Richard Betteridge for printing costs – leaflets and surveys

£428.60– Clerk’s salary September

£36.80 – PAYE due to HMRC

10/18/9 Planning

P18/S3160/HH – Lanham, 26 Wheatley Road – altering the space above the conservatory between the roof space to create a playroom.

The Parish Council had no objections to this application.

P18/S2465/FUL – 20 Wheatley Road – Amendment dates 19th September 2018 – To include revised parking layout.

The Parish Council had no objections to this application.

P18/S3308/HH – 5 Wheatley Road – single storey rear extension and new canopy entrance to front elevation.

The Parish Council had no objections to this application.

P18/S1769/FUL – 10 Kiln Lane – change of use of land to a private gypsy and travelling caravan site consisting of one mobile home, one utility day room and associated development.

Following a discussion, the Parish Council objected to this application as it was within the greenbelt. The Parish Council were perturbed to note that two planning officers were cited in the paperwork as being generally supportive of the application.

P18/S3057/HH – The Old Red Lion, Oxford Road – variation of condition 1 (approved plans) and removal of condition 2 of planning permission P17/S2963/HH.

The Parish Council had no objections to this application.

P18/S2743/HH – Hill Copse Chiselhampton Hill – for information only.

10/18/10 Review of Standing Orders etc

All documents previously circulated. It was agreed that each document would have a lead Cllr and comments/changes would be fed through them and back to the next meeting with a revised version.

Standing Orders - Cllr Matthew Dovey had received no amendments, document to stand.

Financial Regulations - Cllr Matthew Dovey had received no amendments, document to stand.

Risk Assessment – Cllr Richard Betteridge had received no amendments, document to stand.

Health and Safety for Volunteers – Cllr Richard Betteridge had received no amendments, document to stand.

Agreed that the documents revised so far to stand as they are.

The Asset Register (Cllr Chris Wright) and Health & Safety Policy (Cllr Paul Bolam) to be revised for the next meeting on 5th November.

10/18/11 Correspondence to Chairman and Clerk

The Clerk had received an invitation to Oxfordshire South and Vale Citizens Advice AGM. The Parish Council decided not to attend.

The Clerk had received a letter and poster from Royal Mail with details about reporting scam mail.

Agreed details of how to report scam mail to go into the Newsletter.

The Clerk had received a letter asking for a donation from Be Free Young Carers. The Parish Council agreed to donate £100. Clerk to arrange a cheque for next meeting.

The Clerk had received an email from SODC to say there would be a deep clean for the village in November. Agreed to ask for the corner by The Gizzel, footpath by Combewell, The Hill and Alleyway from Elm Drive estate to Oxford Road to be cleaned.

10/18/12 Playground/Sports and Social Club

Regarding the hedges around the top of the field and Denton Lane, Cllr Anne Eastwood reported that Cllr Chris Wright had sent an email to the Chairman of the Sports and Social Club noting that the Parish Council had already spent £800 on hedge cutting in the last 12 months, also, the lease states that the tenant should keep all hedges in good condition. Cllr Mike Patrick stated that the Parish Council had always paid for the hedge cutting when asked. Also, the field belonged to the Parish Council.

It was agreed to defer this issue to the next meeting for further discussion and examination of a copy of the lease. Cllr Chris Wright to bring a copy of the lease to the next meeting.

10/18/13 Village Maintenance

The Clerk reported that invitations to tender had for the grass cutting contract had been sent out. To be returned by 30th November.

The Clerk reported that the overgrown path on the hill of Oxford Road was owned by the County Council, not the King family trust. The County Council has been asked to cut this area back to allow easier access for pedestrians. See 10/18/5.

10/18/14 Policing/Speed Monitoring

Cllr Matthew Dovey reported that the sign has been moved to Wheatley Road. Two new batteries in use. He also reported that the highest recorded speed in Southend was 81 mph.

10/18/15 Village Bus Service

Cllr Matthew Dovey reported that there was a new bus timetable from 22nd October with an extra bus on weekdays at 8am and no midday service on a Saturday. There was to be a meeting with Thames Travel, Cllr Mike Patrick asked if Cllr Matthew Dovey would raise the matter of reinstating the bus stop sign on Oxford Road and also at the top of Southend to avoid confusing new or replacement drivers.

10/18/16 Burial Ground

Cllr Richard Betteridge reported that the ground was too hard to install the fence posts on the new boundary. Work would continue when the ground had got softer.

10/18/17 Neighbourhood Plan

Cllr Judy Westgate reported that the Housing Needs survey has gone out, more than 100 had been returned.

10/18/18 Oxford-Cambridge Expressway

An Expressway Action Group meeting will be held on 23rd October at Sandford Village Hall, Cllrs Anne Eastwood and Richard Betteridge to attend.

10/18/19 Any Other Business

Cllr Anne Eastwood stated that Will Sparling from Edgars/Pye has requested a meeting about land in Oxford Road. Clerk has sent round dates for this and will arrange.

Meeting closed at 8.45pm