

**MINUTES OF A MEETING OF ARNCOTT PARISH COUNCIL HELD ON 4<sup>th</sup> SEPTEMBER 2018 IN THE  
VILLAGE HALL AT 7.30 PM**

**PRESENT:** Paul Wilson, Lee Savidge, Ade Doore, Martin Byrne, Peter Barnard, Di Selby, and Andy Poppitt.

**APOLOGIES:** David Hughes (CDC)

**ALSO PRESENT:** Dan Sames (OCC) and 6 residents.

**49. Declarations of Interest**

Cllr Wilson declared an interest in the application relating to 15 Teale Close, and left the meeting room for the discussion of that item.

**50. Minutes of the Last Meeting**

The minutes of the meeting held on 7<sup>th</sup> August 2018 were agreed as drawn.

**51. Councillor's report**

Cllr Sames reported that OCC had been very quiet over the summer, but he was pleased to see the new build out had been completed, and OCC were looking to repair the build out on the Ploughley Road and replace the sign.

He noticed that the Parish Council had made a contribution to the Community Playbus – and he had also given it a donation from his Community Fund.

The Parish Council expressed concern that potholes were not being permanently fixed. Cllr Sames indicated that he heard similar comments at other Parish Council meetings, but confirmed he would get an update on pot hole repairs in the village.

The Clerk was asked to raise concerns about pot holes in Greenfields, and no “give way” signs in Greenfields and Orchard Close. It was also reported that there was a clump of thistles by the new build out in Murcott Road.

**52. Report from the Village Hall Committee**

1. Cllr Barnard reported that the proposed letting of the Hall to Active Care was not now proceeding. A proposal to raise the profile of the Arncott Community Association by holding coffee mornings in the Village Hall has been deferred until the next meeting.
2. The Clerk was asked to request an update on the proposed PA system for the Village Hall for the October meeting.
3. The Village Hall Committee were considering applying for an alcohol licence, but the application process is time consuming and likely to be of little benefit.
4. Village Hall finances are in a health state.

**53. Planning Applications**

None

**54. Planning Decisions**

None.

**55. Finance.**

The current financial position of the Parish Council is shown in Appendix 1.

Cheques were authorised as follows :-

Payee	reason	Cheque number	amount
F Milloy	cleaning	101662	£140.00
Mrs A Davies	CI salary + expenses	101663	£160.85
HMRC	CI tax	101664	£38.00
P Wilson	Repairs to seat	101665	£54.00
Play safety	Playground inspections	101666	£239.40
M Byrne	Road marking paint	101667	£37.75

**56. Parish Council matters**

**a. Murcott Road Build out .**

Now completed.

**b. Work to the playing field.**

The Clerk will chase Cherwell District Council, for approval for the project and whether the Council requires planning permission for the development.

**c. Parking update**

Ongoing.

**d. Art project**

The workshop to design the village art project, organised by Will Glanfield will take place on 15<sup>th</sup> September. \* people have expressed interest in attending.

**e. Fencing of Playing field**

Following concerns when a caravan and van parked on the playing field on 6<sup>th</sup> August, it was agreed that the Chairman would investigate the availability of concrete bollards, with one drop and lockable post to ensure emergency access is available. The Chairman reported that he had measured the distance from the end of the playground fence to the cut grass line next to the garden fences at Hopcraft Close as 54 meters, and discovered that concrete bollards can be purchased for £36.60p each including VAT. ( The bollard size is 152mm (6") diameter on top, 229mm (9") diameter at bottom and 1372mm (4' 6") high, and bollards will need to be placed at around 1900mm centres to give an inside dimension of 1700mm. 28 bollards will be required. At a cost of £1025 + £216 delivery = £1241. He has also spoken to a ground work contractor who

has quoted £1350 + £270 VAT = £1620 to plant 28 bollards, concrete them in place and remove the spoil. He is also happy to take delivery of the bollards and bring them with him as needed. Another quote is awaited.

The Parish Council agreed in principle to proceed with the work.

### **Village Green**

Currently there are 34 wooden posts along Green lane edging the Village Green. To proceed to re-fence the area these would need to be removed and the ground levelled. To do this work may need the temporary closure of Green Lane.

On this basis it was agreed that the issue would be deferred pending further research.

### **f. Road repairs**

The Clerk was asked to raise concerns with David Hughes about the drain cover in Buchanan Court, which has still not been replaced, and the temporary cover is beginning to rot. The Parish Council noted that the Ploughley Road will be closed between 6<sup>th</sup> and 10<sup>th</sup> October. The details of the closure and diversion route will be put on Facebook, the web site and in the Parish news. The hedge along Greenfields and Orchard Close needs to be cut.

### **g. Community Play bus**

The Parish Council's donation of £500 has been sent to the Playbus project.

### **h. Youth activities**

There will be a meeting in the Village Hall on 13<sup>th</sup> September to see if there is sufficient interest in the village to start a Youth Club.

### **i. Disabled parking bay by the Village Hall**

The bay has been marked.

### **j. Additional parking by the Village hall.**

The Village Hall Committee have advised that:

- 1) The hard standing parking area outside the hall is 99.9% certainly not highways property.
- 2) As private property disabled parking bays can be painted there but they are not enforceable.
- 3) The disabled parking bay on the road is on highways land but is an informal arrangement. It is also not enforceable.

To make the disabled bay enforceable would require a Traffic regulation Order, which is a long and complex process involving surveys, inspections and public consultation. The cost is about £2600.

There was concern that a large area of disabled parking outside the Village Hall could impede access to the playing field for emergency vehicles. The matter will be considered further by the Parish Council.

### **k. Playground safety report**

The following works have been identified:

#### Buchanan Road

Surface is cracking - trip points found – low risk – repair as necessary

Mushrooms – trip points found – medium risk – repair as necessary

#### Orchard Close

Wear on ground graphics, surface has some weeds – low risk

#### Village Hall

Seating – worn ground areas – medium risk – reinstate ground area

Fencing – bolt missing – low risk – replace bolt / nut

Carousel – trip points – low risk – remove trip points

Junior swing – low risk – chains worn – replace chains / links – grease moving parts. Ground mats pulling apart – trip points – rectify

Toddler swing – low risk – grease moving parts

Combination goal / basket-ball area – medium risk – trip points on surface – rectify. Pole missing – infill hole and skim large crack.

Multi-play – low risk – decay to some timber components – needs replacing. Ramp tread and top of climbing wall need looking at. Hand grip is missing – needs replacing.

Overhead ladders and rings – medium risk - protective surface under bars and rings needs repairing

See saw – low risk – bolt missing on centre plate – needs replacing

Cllr Selby agreed to contact the playground supplier to obtain advice about repairs.

#### **I. Playing field seats**

The Council noted that the Chairman had repaired the seat by the village pond.

It noted options for replacement metal or plastic seats on the playing field, and agreed to proceed with plastic seats. The groundwork contractor will be asked to quote for new concrete bases, including, if necessary, a base for the art project.

#### **m. Carpark and Playground signs.**

It was agreed that signs for the playgrounds should be ordered.

#### **n. Registration of land at 15 Teale Close**

The Parish Council, as the organisation having control of Arccott Village Green, confirmed it had no objection to the inclusion of part of that land in the registered title of 15 Teale Close.

#### **57. Correspondence**

The Clerk reported that the trees available from OCC are Rowan, hazel, Silver Birch, Hawthorn and common oak. The Council agreed to ask for a tree, noting that there was no influence over the tree that was supplied.

#### **58. Public Participation**

The Clerk was asked to report that vegetation is overgrowing the path by the bus stop outside the Village Hall.

It was confirmed that the black plastic covers dumped on the verge had now been removed.

#### **59. Any Other Business**

The Parish Council agreed to work up the proposals for its Resilience Plan, and prepare a guide on starting up the generator.

#### **60. Date of Next Meeting**

2<sup>nd</sup> October 2018 at 7.30pm in the Village Hall.

Arccott Parish Council		Monthly Financial Report	
		Parish Council Meeting	07 August 2018
Payments processed since last meeting			£3,432.85
03-Jul-18	Mr F Milloy	101650	£140.00
03-Jul-18	information commissioner	101652	£40.00
03-Jul-18	Kennington flooring	101653	£2,964.00
03-Jul-18	Mrs A Davies	101654	£160.85
03-Jul-18	HMRC	101655	£38.00
03-Jul-18	Tracey Reed	101656	£90.00
Receipts processed since previous report			£662.67
30-Jul-18	HMRc		£662.67
Bank Reconciliation		Statement dated	30 July 2018
		Cambridge BS Account	£75,266.73
		Savings account	£9.64
		Current account	£58,778.46
Items not yet cleared:			
Receipts	None		
Payments	None		
		Net Total	<u>£134,054.83</u>