

# **Minutes of Parish Council Meeting held 10 July 2017.**

## **Venue: Norman Fraser Suite, Village Hall at 7.30pm**

Present: Parish Councillors – H. Jenkins, R. Corkin, R Curtis, P. Johnson, J. O’Neil

Also Present: Richard Shepherd- Cross, Mike Stokes & Val Day.

### Parishioners’ issues:

Val Day outlined the options for the future of the 3 Parishes Magazine [see Appendix 1] to ensure that the magazine had a wider circulation; was an independent charity & was less dependent on subscriptions. The Council was happy to support the proposals but recognised that this was only the first stage in making the magazine self-sufficient & further consultation would be required.

Richard Shepherd-Cross made an impassioned plea about the entertainment at the White Lion Pub. A noisy, licenced party starting at 11am on a Sunday morning, with the PA system on much too loudly, was hardly what was expected in a small village. It was accepted that there would be a degree of noise expected living near a Public House but this was considered to be excessive. A protest was made to the Landlord & the noise abatement department has been notified. There have been other objections to the number of functions being offered. There was no request for the Parish Council to take any action but to be aware of the increasing level of village dissatisfaction. There was a reminder about a “Noisy Neighbour App” available from Cherwell District Council.

Madeleine Gilpin submitted a written report [see Appendix 2] about the support needed for the saplings on the edge of Ardley Wood; unkempt hedges in Somerton Road & Water Lane and the difficulty exiting Water Lane because of the overgrown plants in the borders of the bungalow. The Chairman took an action point to investigate.

Declaration of Interests: None

Apologies: N. Lewis; D. Peat & County/ District Councillor I. Corkin.

Minutes of the meeting held on 08 May 2017 were accepted & signed.

### Matters Arising:

- B430 Air Quality results. No updates currently. I. Corkin to follow up.
- Clearing culvert & fitting new safety rail – Clerk to contact Gordon Hunt
- Emergency Plans to be developed in conjunction with Church & Village Hall are ongoing
- Planning training for Councillors. Clerk to arrange with Bob Duxbury
- Quote for 2 new notice Boards & appropriate locations for 2017/18 – ongoing.
- Traffic calming. 2 speed surveys undertaken at a cost of £240.
- The village mower was sent to Turney for a service estimate, which resulted in a bill for £241. Councillor O’Neil continues to consider how best to dispose of, or utilise, the mower.
- Storm damaged tree at 13 Castlefields, Councillor Johnson still investigating.

District Councillor – In a written report Ian Corkin advised that the DC continues to make good progress delivering services, controlling costs, generating income & fostering culture to allow this to happen, based on the benefits identified in various reports commissioned by the councils.

County Councillor: - Ian Corkin submitted a written report [see Appendix 3].

Grass Cutting & Woods Report - Councillor Johnson was reviewing the grass cutting since there had been comments about overgrown areas by Derwent House & the bus stop opposite the pub. He would check the situation & add to the contract if necessary. It was reported that the Paddock was rife with ragwort & a spray quote was recommended. Councillor Johnson reported that he was happy with the Ardley Wood committee & Councillor R Corkin offered her support to the team. Discussions about the ongoing woods’ maintenance raised questions about holistic advice & whether the Woodlands Trust might be able to provide this. Councillor Johnson to consider.

Planning Applications. - A schedule of planning applications was tabled & discussed. All items agreed. Proposed by Councillor Johnson & seconded by Councillor O'Neil.

Finance – As discussed at the previous meeting the PC reserves include £15,000 of restricted funds awaiting a decision on the proposed footpath. If this was not to proceed the funds may need to be repaid or an acceptable alternative urgently proposed to the CC. Councillor Lewis to review. The Clerk confirmed that the NALC scale could be progressive or fixed depending on the terms of the employment contract. PC to decide at a future date.

A schedule of payments made in May & June & expected to be made in July 2017 was presented. All items agreed. Proposed by Councillor Jenkins & seconded by Councillor Johnson [Appendix 4]

Any Other Business -

After much discussion about the most appropriate way to help, a £400 sponsorship for Village Hall Beer Festival was agreed. Proposed Councillor Johnson; Seconded Councillor Curtis  
Next Parish Council Meeting will be in the Village Hall on **11th September 2017 at 7.30pm**

Signed.....

Date.....

## Appendix 1

### The Future of the Three Parishes Magazine

#### EXECUTIVE SUMMARY

1. Change to free distribution of the magazine to all households in Ardley, Fritwell and Souldern.
2. Remove the magazine's financial affairs from the auspices of the Souldern PCC and create a Community Interest Company (CIC).
3. Involve Parish Councils much more closely in the management and policies of the magazine, since their activities are central to the life of the villages.

#### Outcomes of a stakeholder meeting in February (present: Vicar, Magazine production team, financial team, IT support and advertising manager).

It was noted that there is very little in the way of editorial policy for the magazine, and from the point of view of the Souldern PCC's legal responsibility this is unsatisfactory.

It was noted the role of the magazine in disseminating information about village organisations and churches is very important and yet only about half of residents subscribe to the magazine.

The Parish Councils are the hub of village life, and are likely to appreciate the opportunity to be more central to the activities of the magazine, in particular disseminating their news and decisions.

It was suggested that the time has come to think about the future of the magazine, its production and distribution.

**The editor of the magazine suggested that distribution to every household in the three parishes might be a useful improvement, along with the removal of the financial burden from the Souldern PCC. This was agreed.**

It was noted that the accounts show a £17,000 balance.

#### THE PROPOSED PLAN

**Remove the magazine's financial affairs from the auspices of the Souldern PCC and create a Community Interest Company (CIC).** This is the way that some community magazines and projects are managed, such as the Deddington Newsletter. The accounts will need to be transparent, and shared with the government regulator annually.

A community interest company is a type of company, designed in particular for social enterprises that want to use their profits and assets for the public good. The primary feature of a CIC is that assets owned by the company are held in an "asset lock" which secures those assets to be used only for the good of the community.

#### CIC Management

The CIC will need to have directors who are responsible for the management of the company.

An editorial committee is also recommended. This committee might usefully comprise two or three representatives from each village, including Parish Councillors. Anyone who considers themselves a stakeholder can be involved.

#### Next steps

1. Souldern PCC has given permission for the finances to be separated.
2. **Ardley, Fritwell and Souldern Parish Councils are now being consulted to get opinions, interest and support for the CIC plan. We need your help please. Volunteers to help establish the new setup, and members of the CIC management committee are needed from PCs.**
3. If (2) goes to plan, publish plans in the 3 Parishes Magazine, with a call for attendance at a meeting in September for the three villages to share ideas and opinions and, if the plan is broadly approved, obtain more volunteers and stakeholders to take the plans forward.
4. If (3) goes to plan the volunteers and stakeholders will form a committee and get on with arranging the CIC, with a view to having the new arrangements in place by January 2018.
5. Decisions for new Committee: a. Photocopier/Printer expenses – how to share with PCC, extra workload effects etc etc  
b. Delivery of magazine – pay people? More volunteers?  
c. Format of the magazine to change?  
d. Other changes to magazine, eg, frequency, colour, etc.  
e. Distribution of profits after allowing for costs of above.

#### Background: The Magazine Today

The Three Parishes magazine is currently published 10 times a year, with a break in August and one in December. It is printed free of charge by the Cherwell Valley Benefice Office Manager. It is black and white, A4 double-sided, stapled in one corner and varies from 20-30 pages. The printer costs are shared by the magazine and the benefice. The cost per year is approx. £3,000.

Circulation is approximately 450 paper copies to subscribers in Ardley, Fritwell and Souldern.. A PDF version is available free of charge on the Cherwell Valley Benefice website. Approximately 100 people use the website version.

Subscriptions are £3 per year and have not changed for at least 6 years. Income from subscriptions should therefore be £1350. Prior to the last price rise, they were £2.50

The magazine is delivered to subscribers by volunteers. It is intended to be delivered in time for the first day of the month.

The magazine's content is largely contributed by members of the three villages. There are four main sections – the first for general news and events relevant to all three villages, a section for church news, and a section for each of the three villages for more focussed items such as Parish Council meetings, planning, village organisations and so on.

The first and third sections are quite flexible however, and the location of some items can be dependent on space availability.

The fourth and final section is for paid advertising. Advertising costs are annually:

One-eighth PAGE £35 / ¼ PAGE £70 / ½ PAGE £140 / whole page £280. Adverts may also be bought monthly.

These prices have not changed for at least 6 years. Income from advertising in 2016 was £4230.

The finances of the magazine are currently managed free of charge by the Souldern Parochial Church Council, and are ringfenced from the PCC accounts. It is likely the case that Souldern PCC is therefore legally responsible for the magazine for such things as copyright and libel.

## Appendix 2

Hello Stewart,

I am truly sorry I cannot be at the Parish Council Meeting tonight as I would have liked to have attended this one. There were a couple of items which I would have mentioned at the Public opportunity and these were;\_

- (1) the young sapling on the edge of Ardley Wood which needs to be supported against the trunk of the main tree (a simple tie is really all that is necessary). I did try to pull it to the side as it overlapped the road and this was the best I could do. However I think it would benefit from being held upright firmly.
- (2) The hedge alongside (a) Somerton Road outside No. 68 where the Post Office was needs trimming back a little to stop it getting into people's faces and also (b) just a little further along the road where the new people (called Besuidenhout at number 66 – Norman Fraser's old home) live their Leylandii hedge could do with a trim too. Finally (c) the hedge on Water Lane outside Michael Leaver's house (Fourcroft) could also do with a trim. Sorry about all that.
- (3) I don't know if anyone else has mentioned it, and I hate to annoy the Wrights at Brookside's bungalow, but it can be a little difficult at times to exit Water Lane when driving, due to the summer growth of their beautiful plants along the edge of their boundary. I don't want to cause aggro about this but perhaps a little tiny trim down might be helpful. It DOES die back in the winter of course.
- (4) Finally thank you to the person who mended the WATER LANE sign at the top of the road on the Knob and of course A BIG THANK YOU TO RICHARD TOWNSEND AND COLLEAGUE for making the Village look so lovely and welcoming by their work on the grassy verges.

If possible could you mention these items FOR ME? Thanks so much.

Madeleine

### **June County Council Update from Ian Corkin**

Please find below a digest of current news and reports from County. Where relevant, I have commented in blue. Please do not hesitate to contact me if you require any further information.

#### **FIRE SAFETY**

In light of the recent dreadful events in London, Oxfordshire County Council Fire and Rescue Service (OCC FRS) tell me: “Central Government are contacting those authorities who own or manage residential blocks in excess of five stories to identify their current states and any refurbishment or cladding that has taken place. In Oxfordshire, we have 5 residential tower blocks which are all located within Oxford City and they are owned and managed by the City Council.

The council has been undertaking a refurbishment programme of the 5 blocks and the current position is

- Three have already been completed (Hockmore, Windrush and Evenlode).
- Two are to be completed by the end of November 2017 (Foresters and Plowmans).

All five blocks have, or will be fitted with Automatic Water Suppression Systems (Sprinklers) and an upgraded fire alarm system which is in all flats and communal areas.

This is above the minimum requirements of the regulations and it was agreed following advice from Oxfordshire County Council Fire and Rescue Service (OCC FRS) supporting the coroner’s recommendations (Rule 43 Notice) that was issued as a result of the tragic firefighter fatalities in Southampton on 6 April 2010.

OCC FRS have sought information on the cladding that has been fitted to the buildings and we have been informed that this is not the same construction as the polymer based cladding fitted to the West London tower blocks”

#### **COUNTY ELECTION RESULTS**

The County Council election results are as follows:

Conservative	31
Labour	14
Liberal Democrat	13
Other	5

The Conservative Group was one short of a majority, but has maintained the alliance formed with two independents in the last administration and has thereby formed the ruling group again.

The new Cabinet comprises:

Leader of the Council	Ian Hudspeth
Deputy Leader of the Council	Judy Heathcoat
Cabinet Member for Adult Social Care	Lawrie Stratford
Cabinet Member for Children & Family Services	Steve Harrod

Cabinet Member for Environment	Yvonne Constance
Cabinet Member for Finance	David Bartholomew
Cabinet Member for Local Communities	Mark Gray
Cabinet Member for Property, Cultural Services	Lorraine Lindsay-Gale
Cabinet Member for Public Health & Education	Hilary Hibbert-Biles

Parish councils will be particularly interested in the creation of the new Cabinet post 'Local Communities'. One of the key tasks for the portfolio holder is to re-energise the 'Oxfordshire Together' campaign that promotes closer working between OCC and parish councils.

### **PRIORITIES FOR THE NEW ADMINISTRATION**

The Leader has stated that he intends to make 'Social Care' and 'Highways Infrastructure' key priorities for the new administration.

### **NEW WEBSITE TO SUPPORT VICTIMS OF CRIME**

A new website to support victims of crime has been launched by the Police and Crimes Commissioner. Victims First [www.victims-first.org.uk](http://www.victims-first.org.uk) is a new online resource for victims of crime which has advice on what to do and how to get help. It includes information and advice for victims including signposting them to services to help them cope and recover from the impact of the crime. It also includes a section on the Victims Code explaining clearly what help victims can expect from the police and other criminal justice agencies if they report the crime. The focal point of the website is a directory which allows victims to find relevant support in their area. Members of the public are able to use the website to refer themselves directly to the PCCs own support services or find information and contact details for other organisations. This support is available regardless of whether or not the victim has reported the crime to the police.

### **County Trading Standards save £250, 000 for vulnerable victims**

Oxfordshire County Council's Trading Standards Service, working in partnership with Thames Valley Police, banks and other agencies, have saved over £250,000 for the victims of rogue traders in the last 12 months. This is the largest amount of money ever saved by the Doorstep Crime team since it was established 12 years ago. The team targets rogue traders who prey on the vulnerable and elderly and claim to be legitimate companies. However, these 'traders' who carry out the 'work' are often not appropriately qualified and the majority of the work carried out is unnecessary and of poor quality, to the point of being dangerous.

The doorstep crime team in Oxfordshire County Council's Trading Standards Service includes three Trading Standards Officers and a seconded Police Officer from Thames Valley Police. Banks and other financial institutions have also been instrumental in securing these savings, by reporting suspicious large cash withdrawals, allowing the doorstep crime team to intervene and protect vulnerable adults from a wide range of financial abuse.

The team also deliver presentations and educational events to community groups to raise awareness amongst both those people who might be targeted, and their friends and family.

Oxfordshire County Council's Trading Standards Service continues to work closely with local banks and building societies, as well as delivering presentations and educational events to community groups, raising the awareness of rogue trader activities and other forms of financial abuse against older people.

Those who are concerned that they might have been targeted by a rogue trader, or are concerned that a neighbour or family member has been, should report it to Trading Standards via 03454 04 05 06.

## **Adult daytime support changes**

OCC are now implementing a new, sustainable model of daytime support for vulnerable adults in Oxfordshire. (IC--The detail is below, but the fallout from these changes will need very careful monitoring)

OCC say “There are over 200 voluntary and community daytime support services provided across Oxfordshire. We are delighted that the vast majority of the 47 services that are currently funded by Oxfordshire County Council are set to continue and have applied for and been awarded grant funding to support their move to more self-sustaining models. We are continuing to fund the Wellbeing and Employment Support Service and the Dementia Support Service, and are investing an additional £25,000 per year in increasing the capacity of these services to support people with autism and to train other services in dementia support.

County Council provided Health and Wellbeing Centres and Learning Disability Daytime Support services will be replaced by a new council-provided Community Support Service from 1st October 2017. This service will provide flexible, person-centred support to meet a wide range of people’s needs, delivered from 8 building bases across the county.

Service users will not see any change before August 2017. And before anything changes, everyone using current services will be offered an individual assessment and/or review and support to explore their option”

Please find below some information from prior to the election. My apologies if you have already seen it, but some useful nuggets:

## **EXTRA FUNDING SECURED IN ADDITION TO 2017/18 BUDGET PROPOSALS**

The County Council set its budget for 2017/18 on Tuesday 14th February. Ahead of the meeting, it was announced the Council had £1,957,000 extra, over and above the position reported to the Cabinet in January, as a result of better than expected business rate collections, council tax collection fund surpluses and a higher than expected grant. The County is proposing to hold £926,000 of this until the 2018/19 financial year, to deal with future pressures. Cabinet proposes to spend the rest of the money (£1.03m) in this financial year in the following ways:

- £170,000 to be spent on additional grass-cutting work on highway verges. This is an area of spend that has been reduced in recent years.
- £250,000 one-off funding initially for a pilot Communities Fund for parishes and towns to bid for matched funding schemes following changes/reductions for funding for services.
- £600,000 additional funding for children’s social care – a part of the council that has been exempted from cuts since 2010 but has continued to experience significant rising demand on services in common with children’s social care departments across England.
- £11,000 increase on the Council’s Flood Defence Levy.

## **OPEN ACCESS CHILDREN’S SERVICES TO CONTINUE AT 34 BUILDINGS**

Start-up funding for 12 more community schemes to run open access services at children’s centres has been approved by OCC. The proposals, which will receive a total of £305,883, are among the latest to be considered as part of the transition from council-funded to community-led services at children’s centre locations. Community services will complement the council’s new service for 0-19 year-olds, which will meet the needs and aspirations of children at risk of abuse and neglect in Oxfordshire, and ensure that families who need extra help are identified at an early stage. When added to previously considered applications, the approval of these 12 schemes means funded plans are now in place for services such as ‘stay and play’ to continue at 18 children’s centres, with business cases at a further six centres supported in principle but deferred to the final round of the Transition Fund for more work. Added to this, open access

sessions will also continue at the eight Children and Family Centres and two satellite centres at the heart of the council's new Children's Service. In total, it means a combination of council-funded and community-led solutions for open access services are now confirmed or supported in principle at 34 buildings across the county – with more to come when applications for the final round of transition funding are considered.

### **'FIX MY STREET' WEBSITE UPGRADE**

Over the last six months OCC has been working hard to make Fix My Street work more effectively. The new service will launch this month. It will improve the quality and consistency of public reports, as well as OCC internal processes for closing down reports, making it easier to reliably see what's going on in a given area. Members of the public who consistently give good information can be rewarded with 'trusted reporter' status, meaning OCC will fast track future reports to the contractor, resulting in quicker resolution for the resident and reduced effort for the inspectors. Before the new system launches, OCC needs to deal with reports that are still marked as 'open' in the current version. This means: 1) Leave open anything which has been active within the last 12 months; 2) Close anything older than 2 years; 3) For reports between 1 and 2 years old, notify the reporter by email that OCC intends to close their report, but give them the option to 're-open' the issue if they believe it is still a problem.

### **EXTENSION OF FIRE & AND AMBULANCE SERVICE CO-RESPONDING**

OCC Fire and Rescue Service has been working in partnership with South Central Ambulance Service (SCAS) co-responding in the community for over 12 years. More recently OCC has also been working with Thames Valley Fire and Rescue partners to undertake a collaborative co-responding trial. (Co-Responders are firefighters trained by SCAS to provide a 'first response' to specific medical emergencies where there is an immediate threat to life prior to an emergency ambulance arriving on scene.) The trial has been a success with crews attending approximately 1500 medical emergency calls per year. To further support communities Oxfordshire Fire and Rescue Service are working in partnership with SCAS towards all fire engines within communities being available for cardiac arrests, so that casualties across Oxfordshire can receive the quickest available defibrillator and casualty support.

### **CADDY CAMPAIGN TO REDUCE OXFORDSHIRE'S FOOD WASTE**

Residents are being urged to do their bit to make sure food waste doesn't end up on the scrap heap. At the moment it is thought that around 30% of the county's food waste is put in waste bins rather than the food caddy – a figure all Oxfordshire's councils hope to cut significantly. To do this, the councils have launched a campaign with Agrivert, the company who process the county's food waste, to encourage residents to recycle more of the food they would otherwise throw away. It is two and a half times cheaper to process food waste if it is put into a food waste caddy for recycling or composting than if the same waste is put in the general rubbish bin. There's lots of advice on how to reduce food waste and information on how it is recycled at [www.recycleforoxfordshire.org.uk/lovefoodhatewaste](http://www.recycleforoxfordshire.org.uk/lovefoodhatewaste)

(IC--This is an important initiative, but for communities around the Agrivert site at Ardley, they will need to be vigilant that increasing volumes of waste does not lead to a repeat of the "Great Pong" that so blighted lives previously. Any incidents of foul smells that residents think may be associated with the site should be reported to the Environment Agency on 0800 807 060. The line is staffed 24hrs/day and it is best that residents make their report at the time they detect the problem)

## **Ardley with Fewcott Parish Council meeting 10<sup>th</sup> July 2017**

### **FINANCE TOPICS**

#### **PAYMENTS MADE:-**

25<sup>th</sup> May 2017: MP Printers [Thame] – Woods leaflets - £30.00

25<sup>th</sup> May 2017: Zurich Municipal – Insurance - £387.34.

6<sup>th</sup> June 2017: Robert Townsend – May Grass Cutting - £624.00

6<sup>th</sup> June 2017: Oxfordshire County Council – Rent on Ardley Wood - £200.00

14<sup>th</sup> June 2017: C.Thornton, renewal of internet domain for 2 years - £19.18

#### **PAYMENTS TO BE MADE:-**

10<sup>th</sup> July 2017: S. Deakin – Printer cartridges & new power cable - £100.86

10<sup>th</sup> July 2017: Robert Townsend – June Grass Cutting - £600.00

10 July 2017: Turney- Group – Repairs to Honda Mower [per I. Corkin] - £241.09

[Hold off paying until clarification about where mower actually is].

**\*\* Proposed by:-** . H. Jenkins

**Seconded by:-** P. Johnson

### **PLANNING APPLICATIONS**

15<sup>th</sup> December 2016: MW.0038/17 – Viridor – new door & hard standing parking for mobile plant  
Replied 12<sup>th</sup> May 2017 objecting to hardstanding unless contamination collection vessels fitted.  
Reply dated 12 June –“surface water run-off from additional hardstanding will utilise the existing surface water drainage system that included oil interceptors”.

24<sup>th</sup> May 2017: 17/00895/F- Heyford Park Village Centre – objection by MCNPF on behalf of 11 parishes on basis of piecemeal development & traffic volume implications.

30 May 2017: 15/01357/F – Pye Homes, 77 new dwellings off Larsen Road, Upper Heyford.  
Objection based on Green field site & traffic/ pollution implications.

7<sup>th</sup> June 2017: MW.0042/17. Viridor increased capacity. Objected to extra lorry movements & traffic/ pollution implications.

12<sup>th</sup> June 2017: 17/01188/F – Residential development to form 1 pair of semi detached dwellings on land adjacent to 2 Ardley Road. Majority objection on the basis of new access points at the [now considered dangerous] Ardley Road/ B430 junction.

#### **NOTICE OF DECISION**

22<sup>nd</sup> June 2017: 16/02245/F – Erection of single storey dwelling to replace existing mobile home approved.

**\*\* Proposed by:** P. Johnson

**Seconded by:** J. O’Neil