**Barford St John & St Michael Parish Council Meeting  
Wednesday, 4 December 2013 at 7.30pm in Barford Village Hall**

**The meeting commenced at 7.30pm**

**Present:** Cllr Hobbs, Cllr Eden, Cllr Turner, Cllr Styles, Cllr Best, Cllr Woolgrove, Mrs R Watts (Parish Clerk), County Cllr Fatemian (arrived 7.47, departed 8.55), District Cllr O’Sullivan (departed 8.45) and one member of the public (part).

**Apologies for absence:** Cllr Bullard

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| **13/116** | **Declarations of Interest:** Cllr Styles declared an interestin planning application 13/01590/F and Deddington Village Nursery. | | |
| **13/117** | **Minutes of the last meeting:** The minutes of the meeting on 6 November 2013 were proposed by Cllr Styles, seconded by Cllr Eden, unanimously **RESOLVED** as a true record of the meeting and signed by the Chairman. | | |
| **13/118** | | **Matters Arising not elsewhere on the agenda:** there were none. | | | |
| **13/119** | **Clerk's Report:** | | |
| 13/119/1 | County Councillor Fatemian had indicated that he would attend this meeting. | | |
| **13/120** | **Correspondence:** | | |
|  | TVP | | Thames Valley Police Alerts | |
|  | County Cllr Fatemian | | Letter of apology for miscommunication | |
|  | Cherwell District Council | | Notification that all Councillors will retire on 26 May 2014. Councillors elected at the poll held on 22 May 2014 will take office on 26 May 2014. The maximum cost for providing an election will be £892.10. | |
|  | Cherwell District Council | | Updates of Parish Liaison meeting on 13 November | |
| **13/121** | **Public Participation:** there was none. | | |
| **13/122** | **County Cllr Arash Fatemian** joined the meeting. Cllr Hobbs welcomed him and introduced him to those present. County Cllr Fatemian apologised for the miscommunication between the two parties since May and confirmed that he would attend future Parish Council meeting whenever possible. | | |
| **13/123** | **Parish Matters:** | | |
| 13/123/1 | Cllr Hobbs welcomed Emma Best to the meeting. Emma had offered to design a website for the Parish Council. Following a general discussion it was unanimously agreed that it would be advantageous to both villages to have a village website, incorporating a Parish Council section. There would be a nominal annual cost to the Parish Council. Close liaison with the Editor of the Barford News was expected and Cllr Hobbs will discuss the matter with the Editor. Emma will produce a mock-up of a suggested design to be considered at the February meeting. | | |
| 13/123/2 | **First Aid Courses/Defibrillator:**  Despite chasing Mr England, Cllr Hobbs had not received a formal quotation for a defibrillator. Cllr Hobbs had looked on-line and the cost of similar products ranged from £999 to £1,350 plus VAT. A box would be an additional £137.  Cllr Hobbs will contact St John’s Ambulance Service to obtain quotations for First Aid Courses. Cllr Fatemian has a Community Fund of £10k which he can allocate to parishes to be spent on community projects. The Parish Council can apply for a grant of up to £500, to be spent no later than 31 March 2014. It was unanimously agreed that the Parish Council will apply for £500 to pay for First Aid Courses for villagers. Cllr Fatemian will send an application form to the Parish Clerk. | | |

Chairman’s initials……………….. Date………………………………

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| 13/123/3 | **Neighbourhood Plan:** Trevor Arrowsmith had emailed Cllr Hobbs asking the Parish Council to consider producing a Neighbourhood Plan for the two villages. The government introduced the community right to carry out neighbourhood planning through the Localism Act. It is a new way for communities to decide the future of the places where they live and work.  County Cllr Fatemian confirmed that more and more villages are producing neighbourhood plans. Cllr Styles had attended a joint meeting of Parish Councils in Bloxham and a number of parishes represented are indeed going down the route of producing plans. Without one, parishes have no say in how their village will evolve. The creation of neighbourhood plans is a demanding process. There is a cost involved and Councillors and volunteers have to be proactive if a plan is to be successfully drawn up. Cllr Hobbs encouraged Councillors to attend a free Community-Led Neighbourhood Planning Conference on Saturday, 25 January 2014 from 10am – 2pm at Exeter Hall, Kidlington. Lunch will be provided. Booking details to follow. |
| 13/123/4 | **Request for Play Equipment for Teenagers:** Cllr Hobbs had received a letter from Isaac Rolfe and the Parish Clerk an email from Lucy Williams and Chloe Thompson (all from Warriner School) suggesting that an area in Barford St Michael might be suitable for playground apparatus more suited to teenagers. Cllrs Hobbs had replied to Isaac Rolfe asking for more details of their proposals and the area of land they had in mind. The Parish Clerk had replied to Lucy Williams and Chloe Thompson. Councillors welcome suggestions from any part of the community and hope that the teenagers will attend a future Parish Council meeting to put forward their plans. |
| 13/123/5 | **Home to School Transport Policy:** XXXX Read the proposals and respond online by 20 December at [www.oxfordshire.gov.uk/htspconsultation](http://www.oxfordshire.gov.uk/htspconsultation) or attend an open meeting at Warriner School on 12 December from 7.00pm – 8.30pm. |
| **13/124** | **Planning Maters:** |
| 13/124/1 | **Planning Applications Received:**   * 13/01590/F Coombe Cottage, 1 Rock Close, Barford St Michael. Demolition of shed for replacement with new stone and timber-clad garage. No objections. * 13/01721/F Crown House, Church Lane, Barford St John. Construction of swimming pool. No objections. |
| 13/124/2 | **Planning Applications Approved:**   * 13/01508/F Barn Elms and Stonecroft, The Green, Barford St Michael. First floor rear dual extension with associated internal and external works. No objections. Granted 26 November. |
| 13/124/3 | **Notice of Intent TCA:** there were none**.** |
| 13/124/4 | **Approved TCAs:**   * 13/00324/TCA 1 Bishops Close, Barford St Michael. T1 & T2 Lawson Cypress – fell. No objections. Granted 21 November. * 13/00331/TCA 1 Bishops Close, Barford St Michael. T1 & T2 Lawson Cypress – fell. No objections. Granted 3 December. |
| 13/124/5 | **Councillors noted that a decision is awaited for the following:**   * Appeal by Miller Homes – development in Tadmarton Road, Bloxham (60 houses). |
| 13/124/6 | Cllr O’Sullivan had spoken with planning officers at Cherwell District Council about 13/01407/F & 13/01408/LB Turnstile House, The Rock, Barford St Michael (modifications to existing permission 11/01710/F & 11/01711/LB. Demolition of outbuilding and garden wall, replacing with a one and a half storey extension with glazed link to original house). Although the Parish Council had not raised any objections to the original application, Councillors did raise concerns last month with Cherwell about a) the lack of detail in the revised application (modifications are not listed and sketches ‘not to scale’ are valueless) and b) the potential significant visual impact on surrounding properties and pathways. Mr Hindle has asked for his application to be considered by the full Planning Committee and this is being considered by officers. Cllr O’Sullivan had also raised concerns with planners about unauthorised lighting around the property which is causing a nuisance to neighbours. |

Chairman’s initials……………….. Date………………………………

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| **13/125**  13/125/1  13/125/2 | **Reports from Meetings:**   * Cllr Hobbs attended the Parish Liaison meeting at Bodicote House on 13 November. Updates of the meeting had been circulated to Cllrs by email. * Cllr Styles attended a joint meeting of Parish Councils in Bloxham to discuss amongst other things the central directive to build houses, the recent planning decisions by the Secretary of State, Localism, democracy, education and the lack of support from OCC Highways Department in establishing that existing road infrastructures are able to cope adequately with the expected increase in traffic from either approved or proposed developments in the area. Following that meeting, Bloxham Parish Council wrote to Sir Tony Baldry, Oxfordshire County Council and the CEO of Cherwell District Council expressing the many concerns raised by representatives. * Oxfordshire County Council has given Adderbury Parish Council delegated authority to remove estate agents’ ‘For Sale’ / ‘To Let’ signs from the highway. * Bodicote Parish Council is carrying out a village survey. * The next joint meeting will be held on 26 March 2014. |
| **13/126**  13/126/1 | **Finance:**  The Clerk presented the schedules of receipts and payments and sought approval to pay the cheques itemised on the schedule totalling £417.24 (Annex 1). Cllr Eden moved acceptance of the payments detailed, this was seconded by Cllr Styles and approved unanimously. |
| 13/126/2 | **Barclays Bank Signatories:** Three Councillors have yet to return their authorised paperwork to the Chairman. They were asked to do this without further delay. **Action Councillors** |
| 13/126/3 | **Budget 2014/2015:** The Chairman had circulated a revised budget to Councillors before the meeting. The precept will remain at £7,000. Following a short discussion, Cllr Turner proposed that the revised budget for 2014/2015 be approved. This was seconded by Cllr Eden and unanimously agreed (Annex 2). |
| **13/127** | **AOB:**   1. Cllr Best said that for no apparent reason, the number of HGVs travelling through the Barfords has increased considerably recently. 2. A resident had asked Cllr Hobbs if a salt bin could be put near Horn Hill/High Street. The Parish Clerk advised Councillors that orders for new salt bins for this winter had to be placed with Oxfordshire County Council by September and therefore this request could not be considered until next year. 3. A resident had asked Cllr Eden whether or not the salt bins in the village will be re-filled during the winter if supplies are used up. The Parish Clerk advised Councillors that due to cutbacks, Oxfordshire County Council only fill the salt bins once a year, at the beginning of the winter season. 4. The salt bins are now full. Residents are reminded that salt from the bins is for use on the highway only. It is not there for private use. |

The next Parish Council Meeting will be held on Wednesday, 5 February 2014 at 7.30pm in the Village Hall. (Please note that there is no meeting in January). There being no other business, the meeting closed at 9.20pm.

Signed by Chairman………………………………… Date………………………………