**Barford St John & St Michael Parish Council Meeting  
Wednesday, 7 May 2014 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 Bullard, Cllr Campbell, District Cllr O’Sullivan and Mrs R Watts (Parish Clerk).

**Apologies for absence:** there were none

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| **14/038** | **Election of Parish Councillors:** Cherwell District Council received seven nominations for seven seats on the Parish Council and therefore they had pronounced it an uncontested election. Cllr Hobbs thanked Robin Woolgrove for his many years of service on the Parish Council. He then introduced newly elected David Campbell to fellow Councillors and welcomed him to the table. | | |
| **14/039** | **Declaration of Acceptance of Office:** The Parish Clerk asked Councillors to sign their Declarations of Acceptance of Office. | | |
| **14/040** | **Register of Members’ Interests:** The Parish Clerk asked Councillors to complete and sign their Register of Members’ Interests forms. She will pass these to Cherwell District Council who will publish the forms on their website. | | |
| **14/041** | **Election of Chairman:** The Parish Clerk asked for nominations.Cllr Turner proposed that Cllr Hobbs, who had indicated his willingness to stand, be asked to be Chairman for the coming year. This was seconded by Cllr Styles and, there being no other nominations, was passed unanimously. Cllr Hobbs signed His Declaration of Acceptance of Office and took the Chair. | | |
| **14/042** | **Election of Vice-Chairman:** Cllr Hobbs asked for nominations. Cllr Styles proposed that Cllr Bullard, who had indicated her willingness to stand, be asked to be Vice-Chairman for the coming year. This was seconded by Cllr Eden and, there being no other nominations, was passed unanimously. Cllr Bullard signed her Declaration of Acceptance of Office. | | |
| **14/043** | **Declarations of Interest:** there were none. | | |
| **14/044** | **Minutes of the last meeting:** The minutes of the meeting on 2 April 2014 were proposed by Cllr Styles, seconded by Cllr Turner, unanimously **RESOLVED** as a true record of the meeting and signed by the Chairman. | | |
| **14/045**  14/045/1  14/045/2 | | **Matters Arising not elsewhere on the agenda:**  The Chairman had received a further letter from Barclays Bank advising him that his letter of complaint would be dealt with by 27 May.  Oxfordshire County Council has built a replacement bridge NE of the footbridge at the end of Mill Lane over the ditch. | | | |
| **14/046** | **Parish Clerk's Report:** | | |
| **14/047** | **Correspondence:** | | |
|  | TVP | | Thames Valley Police Alerts – emailed to Councillors | |
|  | Graham Moore | | Mr Moore had written to advise Cllrs that the hedge along Mill Lane footpath is his responsibility and he will keep it cut back. | |
|  | C Seagroatt | | A further complaint received regarding the closure of the B4931 Hempton to A361 South Newington by OCC Highways for urgent road repairs. The Parish Council has no jurisdiction over road closures however inconvenient to villagers. Complaint about Lower St (potholes already reported to OCC Highways). Complaint about HGV’s driving through the village. The Chairman has already approached OCC Highways and will discuss the matter with them again. Suggestion that a 20mph speed limit be imposed through both villages was considered un-enforceable. All items discussed at length. The Parish Clerk will reply to Mr Seagroatt. | |

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

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| **14/048** | **Public Participation:** there was none. |
| **14/049** | **County Councillor’s Report:** no report submitted. |
| **14/050** | **District Councillor’s Report:** Cllr O’Sullivan retires this month and Councillors thanked him for his support over many years. Cllr O’Sullivan then thanked the Barfords Ward for their support during his terms of office. |
| **14/051** | **Parish Matters** |
| 14/051/1  14/051/2  14/051/3  14/051/4  14/051/5  14/051/6  14/051/7 | **First Aid Courses:** Cllr Hobbs reported that people attending the Annual Parish Meeting on 30 April were unanimous in their support for first aid courses for villagers. Three people have now volunteered to become First Responders; they will receive training and equipment from the Ambulance Service. Ideally at least one more volunteer is needed.  **Member Dispensation:** The Parish Clerk advised Councillors that they need to seek dispensation from Cherwell District Council to allow them to discuss and make decisions on matters concerning the Village Hall. Councillors signed a form asking for dispensation and the Parish Clerk will now send this to CDC’s Monitoring Officer.  **Waste Bin by the bridge:** Councillors thanked Patricia Field for arranging to have the galvanised liner in the bin by the bridge repaired and for cutting back the grass that had overgrown the footpath slabs between St Michael and St John. They also thanked Simon Hanmer for repairing the bin.  **Noticeboard Barford St John:** The Parish Clerk reported that the PC noticeboard in Barford St John in a state of disrepair. It was agreed that the Parish Clerk will seek costs for replacing it.  **Play Equipment West Close:** A villager has suggested that the Parish Council purchase wooden play equipment for West Close, similar to that installed in Steele Aston. Trevor Stewart installed that equipment and Cllr Eden will contact him to arrange a site visit.  **Risk Management Review & Annual Governance Statement 2014-2015:** The Parish Clerk had circulated the Risk Assessment for 2014-2015 & Annual Governance Statement before the meeting. Cllr Hobs proposed that the risk assessment be adopted for 2014/2015. This was seconded by Cllr Styles and unanimously approved. The Parish Clerk will send a copy to the Village Hall Management Committee.  **Attendance Record 2013-2014:** The Parish Clerk had circulated the Councillor Attendance List for 2013-2014 before the meeting. |
| **14/052** | **Planning Matters:** |
| 14/052/1 | **Planning Applications Received:**  14/00598/F Remain, Pymore, Lower St, Barford St Michael. Removal of existing pre-fabricated concrete garage. New single extension at the rear of the bungalow. No objections. |
| 14/052/2 | **Planning Applications Approved by Cherwell District Council:**  14/00370/F Clowes, 1 Church Cottages, Barford St Michael. Remove existing conservatory and erect single storey extension in its place. No objections. Granted 28 April 2014.  14/00380/F Hanmer, Maple Cottage, Horn Hill, Barford St Michael. New roof to provide loft accommodation. No objections. Granted 2 May 2014. |
| 14/052/3 | **Planning Applications Refused:** there were none. |
| 14/052/4 | **Notice of Intent TCA:** there were none. |
| 14/052/5 | **Approved TCAs:**  14/00085/TCA Pegg, The Ledge, Barford St Michael. T1 x Ash – reduce by 30%. No objections. Granted 23 April 2014. |

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

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| **14/053**  14/053/1  14/053/2 | **Reports from Meetings:**  The Annual Parish Meeting took place on 30 April.  The date of the Parish Liaison Meeting at Cherwell District Council has been changed to 18 June. |
| **14/054** | **Finance:**  The Parish Clerk had presented the schedules of receipts and payments to Councillors before the meeting and sought approval to pay the cheques itemised on the schedule totalling £1,284.37 (Annex 1). Cllr Hobbs moved acceptance of the payments detailed, this was seconded by Cllr Eden and approved unanimously. |
| **14/055** | **To Appoint Responsible Financial Officer 2014-2015:** Cllr Hobbs proposed that the Parish Clerk be asked to stand again as Responsible Financial Officer for the coming year. This was seconded by Cllr Eden and passed unanimously. |
| **14/056** | **Members’ Allowance Scheme 2014/2015:** Councillors considered the Independent & Parish Remuneration Panel’s report on the review of parish member’s allowances for the 2014/2015 financial year. Councillors agreed that for the financial year 2014/2015 they would not claim expenses even when they were entitled to. |
| **AOB** | 1. More complaints had been received during the month about unpleasant smells coming from surrounding fields due to a local farmer spreading chicken manure on them. 2. A meeting of the Trustees of the Village Hall will be called at the end of July. 3. Cllrs Hobs and Turner agreed to stand again as PC representatives on the Village Hall Management Committee. 4. The Parish Clerk reported that a new webpage has been designed where people can confidentially report dog fouling offences to help CDC’s enforcement officers target hotspot areas and fine owners who fail to clean up after their dog. Offenders who fail to clear up after their dog can receive an on-the-spot fine of £50, which can increase to £1,000 if the case proceeds to magistrates’ court. To report an offence, visit [www.cherwell.gov.uk/dogfouling](http://www.cherwell.gov.uk/dogfouling) 5. **Fix My Street** – residents can report defects in the highway to Oxfordshire County Council on <http://fixmystreet.oxfordshire.gov.uk> Once verified, OCC’s contractor pledges to fix potholes within 28 days, 24 hours in an emergency and 4 hours for a severe category. |

The next Parish Council Meeting will be held on Wednesday, 4 June 2014 at 7.30pm in the Village Hall. Councillors will meet at 7.00pm in West Close to discuss the request for play equipment to be installed there.

There being no other business, the meeting closed at 9.07pm.

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