

FULBROOK PARISH COUNCIL

MINUTES OF MEETING

Date: Monday 14th November 2016 7.30 pm

Venue Parish Church of St James the Great

Present:

Councillors:	Mr Walford Ingleby WI (Chair)
	Mr Gavin Beveridge GB
	Mrs L Newman LN
	Mrs Patricia Picking PP
	Mr Robert Warner RW
Clerk:	Mrs Jo Glyde (Clerk/RFO)
Parishioners:	1 villager was present – Mr R Newport

For convenience the following abbreviations may be used in some instances in these minutes.

FPC	Fulbrook Parish Council
MEWRRRA	Meadow End & Walnut Row Residents Association
OCC	Oxfordshire County Council
WODC	West Oxfordshire District Council
OALC	Oxfordshire Association of Local Councils
NALC	National Association of Local Councils
ORCC	Oxfordshire Rural Communities Council

1. Public Participation

- 1.1 Mrs J Lilley, on behalf of the Wychwood project, has requested if they can adopt the Fulbrook garden area to clear and develop wild flower planting. The area belongs to the Housing Association Cottsway and it was agreed, that if Cottsway have no concerns that this should be allowed to go ahead. Wychwood project will then manage the areas in Garnes lane, Fulbrook garden and the area at the Millennium Steps. The verges will revert back to village strimming.
WI to talk to Mrs Lilley about future arrangements. **WI**
- 1.2 The red litter bin in Meadow Lane is not emptied on the WODC rota and also has holes in the base.
RW to remove the litter bin **RW**
- 1.3 A parishioner has pointed out to FPC that there is a fallen tree in Garnes Lane.
Richard Newport (RN) to cut down and remove fallen tree **RN**
- 1.4 CJD architects have been asked by land owner, Mr I Hibberd, to draw up plans for the area of land Mr Hibberd owns, known as The Leases, behind the Carpenters Arms. The architect, Mr C Davies, would like some guidance on the type of housing preferred by FPC for this area. WI suggested that ‘downsizing’ houses might be appropriate. PP mentioned the footpaths running through the area and access issues and Mr Davies is aware of these issues. RW mentioned that the land is adjacent to the Playground and that there may be noise level problems. After discussion it was decided that it would not be appropriate for FPC to give guidance at this stage in the process.
Clerk to contact CJD architects and advise that there would be no comments at this stage **Clerk**

- 1.5 A parishioner has had plans drawn up for easing Fulbrook's pedestrian's walk into Burford, by way of an added walkway on the side of Burford bridge. There was discussion about many aspects of these plans, including the increased safety this would give to pedestrians, the current land owners who would have to give permission for access and whether it would be possible if the bridge is listed. The costs are estimated at £60,000. The possibility of using some of the S106 money from the Shilton Road development was also discussed. FPC decided that more investigation was required and that to take this forward OCC would need to be involved.
WI to contact parishioner to let parishioner know results of FPC discussion and then to be forward to new OCC Councillor, when elected in May 2017. Clerk
- 1.6 Clerk had previously circulated information about re-filling salt bins through OALC. RW checked levels of salt in bins and suggested that the bin at the end of Church lane needed re-filling.
Clerk to contact OALC to check costs involved and to ask for one bag of salt for Church Lane bin Clerk
2. **Declaration of Interests**
 There have been no changes to Councillor's interests, and there were no interests to declare regarding items on the agenda.
3. **Minutes of the meeting held on Monday 26th September 2016**
- 3.1 The minutes of the previous meeting were approved by the Councillors and were signed by the Chair.
4. **Matters Arising**
- 4.1 (4.1) Clerk to raise hedge trimming with house agents Clerk
- 4.2 (4.3) No skip was required as Clerk managed to get OCC to remove the debris as it was from the Highway.
- 4.3 (4.8) Clerk distributed blank Playpark checklists to Councillors
- 4.4 (4.13) Website server has been moved to Alperia design in Witney. However on November 13th 2016 the website was hacked. This was possible because of the old software used to construct website. Alperia design has managed to get the website up again, but with limited connectivity. Alperia has estimated that the website can be reconstructed at a cost of £500. FPC agreed to ask for more details of these costs, but in principal to go ahead with this work.
Clerk to contact Alperia and ask for estimate for website work. Clerk
- 4.5 (7) The Playpark grass was cut before the end of the season
- 4.6 (9.1) See 9 below
- 4.7 (10.2) McCrackens have completed a final grass cut in the village.
- 4.8 (10.2) Clerk to arrange meeting with McCrackens soon after the January FPC meeting when a final grass cutting plan will be discussed. Clerk
- 4.9 (10.2) WI has asked Mr D Weir for an estimate to repair the wall on Cocklands Hill. Neither WODC nor OCC will take responsibility for repair. WODC building control says that the wall is not dangerous, as only the facing stone is damaged. The land owner is still not known. Once an estimate has been received clerk will go back to PC Moulding and ask for insurance details of car owner who damaged the wall.
5. **Financial Statement**
- 5.1 Statement for 1st September 2016 to 31st October 2016 was approved by Councillors.
- 5.2 FPC decided to keep donations to the level of 2015/16:
 Fulbrook Church - £550
 Burford Library - £50
 Citizens Advice West Oxfordshire - £60
 Air Ambulance trust - £60
 Volunteer Link-up - £60
 It was decided to inform Fulbrook PCC that this level of donation may not be possible in the future because of budget constraints. FPC discussed that this was an increase

from their original budget and agreed that because there was increased income from Amenities this was acceptable.

Clerk to prepare cheques and letters and send out donations

Clerk

5.3 FPC to increase clerk's wages to £10.75 per hour from April 2017

5.4 FPC discussed proposed budget for 2016/17. GB informed FPC that new quote for War Memorial work would mean that FOPC's share of costs would probably be nearer £1100. It was decided to leave the level of donations at 2016/17, £725.

Clerk to amend the proposed budget and circulate to Councillors

Clerk

5.5 It was agreed to increase the precept by 2% to £4,400

6 Planning

6.1 Applications received - there have been no applications received.

6.2 Applications decided - Fulbrook House, 16/02732/LBC – This application has been withdrawn.

7. Playpark

7.1 The current lease for the Playpark, with Cottsway, runs out in 2018. RW stated that the Falkland Hall Trusts had offered a grant for new equipment, but with the lease possibly expiring in 2018 that this was not worth following up. There is criticism of the equipment offered; not enough for either the older teenagers not the toddlers. FPC commented that the Playpark is used by children in the village. GB attempted to discuss the lease with Cottsway about 18 months ago, but they stated that it was too long before the renewal for discussion. GB suggested that the villagers' opinions be sought, via the Newsletter and at the APM 2017.

FPC to publicise the Playpark issues next year in Newsletter and at APM

FPC/Clerk

8. Village Amenities

WI stated that current chair of Amenities Committee is to stand down in December. He has asked for volunteers to come forward in the latest Newsletter with no response so far.

9. War Memorial

9.1 GB met with War Memorial Trust (WMT) regarding work on War Memorial. WMT would prefer works which indent stone rather than replacing entire blocks. GB has received an updated quote for this work of £4320, which has been forwarded to WMT. GB awaits an answer before the end of the year as to whether WMT will fund some of the final work on the War Memorial.

10. Grass cutting

10.1 WI stated that there seems to be confusion with the contractor, McCrackens and villagers as to what areas of grass are cut and why. RW suggested cutting along A361 and Church Lane. PP said that the verges on Westhall Hill needed to be cut to give pedestrians a safe refuge from traffic. WI proposed that the Clerk distribute a plan of the village prior to the next meeting, January 16th 2017, so Councillors can consider areas to be cut. Clerk to arrange meeting with contractor soon after the meeting so the proposal can be discussed.

Clerk to distribute plan of village for grass cutting to Councillors.

Clerk

Clerk to arrange meeting with McCrackens soon after January 17th

FPC meeting.

Clerk

11. Date of Next Meeting

- 16th January 2017 Parish Council Meeting: 7.30pm.