**FULBROOK PARISH COUNCIL ANNUAL PARISH COUNCIL MEETING**

**A meeting held at Fulbrook Meeting Place on Thursday 29th August 2024, 7.00pm**

**Parish Councillors Present:** Cllr Malcolm Allsop, Cllr Richard Marsh, Cllr Pat Barbour

**Clerk:** Sara Hall

**Also present (public attendees):** Hugo Ashton (left after WODC Councillor’s report) Elaine Allsop, Victoria Marsh, Bob Tivey, Andy Hayter and Laurance Milner

1. **WELCOME:** No apologies.
2. **FORMAL NOTICE OF RESIGNATION** of Councilors and removal of former Councillors as signatories of TSB Bank account**.** Cllr Allsop formally accepted the resignation of Peter Burns, Malcolm Taylor and Robert Warner as Councilors, thanked them for all their support and noted that they are to be removed as signatories to the FPC bank account at TSB**.**
3. **REGISTER OF INTEREST FORMS AND DECLARATION OF INTEREST:** Noted and none declared.
4. **MINUTES OF PREVIOUS MEETING:** Cllr Allsop approved and signed the final minutes of the Parish Council meeting of the 27thJune 2024.
5. **PUBLIC SPEAKING and Report.**
	1. Report from West Oxfordshire District Councillor Hugo Ashton. Cllr Ashton reported on planning matters and confirmed the call for sites for the Local Plan is progressing to the next stage in November/December 2024. WODC is currently sifting through the long list of sites. As part of the strategic assessment WODC is also looking back on 2016 sites to include the field opposite Field End (2.5 hectares). A public consultation process of 6 weeks will follow. Cllr Barbour asked whether there was any further action FPC could take at this stage regarding the proposed large site. Cllr Hugo confirmed that unless new and additional information was available the existing letter sent by FPC in January to WODC was sufficient.
	2. Report from Oxfordshire County Councilor Nicholas Field-Johnson: None.
	3. Update from Thames Valley Police: None.
	4. Public Speaking: None.
6. **FINANCIAL MATTERS**
	1. Update on external audit. Clerk confirmed audit still with external auditors with no further queries received.
	2. The review and adoption of new OCC Financial Regulations to be postponed to next meeting.
	3. Cllr Marsh reported that efforts are continuing to arrange for removal of former signatories (to include Bob Warner) and for new bank signatories to be put in place.
	4. Cllr Marsh noted bank balance £12,128.49.
7. **PUBLICITY** Cllr Allsop presented a quote from a company to create a new website which is user friendly and will provide easier communication for £600 including set up support. All voted in favour.
8. **UPDATE ON FOOTPATH WARDEN.** Cllr Barbour presented report on footpaths (attached).
	1. Pillbox on roundabout on A361 and path to Westhall Hill is of historical interest and efforts should be made to preserve and maintain it. Cllr Barbour will contact local history society to discuss.
	2. Footpath 2020/1. The route passes over land at St James House could be rerouted. Cllr Barbour will contact landowner to see if this footpath can be rerouted.
9. **UPDATE ON PLAYGROUND.**

Cllr Barbour presented report following playground inspection with 7 recommendations (attached). It was agreed that existing playground maintenance will be increased to 3 hours a month. Cllr Barbour is in contact with company that installed the playground to carry out repairs and will contact Bob Warner to locate the FPC’s marquee. The Clerk will contact clerks of Burford Town Council and Milton under Wychwood to identify the councils’ approach to maintenance and annual costs.

1. **PLANNING UPDATE.**
	1. Draft leaflet was circulated at the meeting and the content was agreed subject a final amendment to reflect new timescales.
	2. Cllr Barbour suggested reflecting on the name “For Fulbrook Sake” and Cllr Allsop suggested “Fighting for Fulbrook”. Victoria Marsh and Bob Tivey will consider.
	3. It was agreed that the leaflet will be distributed at a cost of approximately £150 with Fulbrook News during the third week of September (deadline 12th September).
	4. Cllr Allsop thanked Victoria Marsh and Bob Tivey for all their hard work preparing the leaflet.

**11.CORRESPONDENCE.**

 11.1. Clerk will confirm with the WODC Engagement Team to arrange a visit to discuss highway maintenance.

11.2**.** Update on correspondence with Cottsway re overgrown trees.Clerk reported that Cottsway has confirmed a site visit in next 10 days and she has asked for notice so that FPC is also present. Cllr Rowntree reported he had received two quotes and that the suggested repairs were not as onerous as expected.

11.3. St James’s Church Grant. The suggested £25.00 meeting fee was agreed, and the Clerk will confirm to Tom Douglas. Cllr Marsh to consider grant as part of review of Council’s budget.

11.4. Community Infrastructure Levy. Cllr Allsop and Cllr Marsh will review and make recommendations.

11.5. Cllr Allsop thanked Tom Douglas for kindly storing sacks of salt for some years. These are now stored by green bin on Fulbrook Hill.

11.6. Cllr Allsop confirmed that he and Elaine Allsop will be taking on the Plant Sale which will be held on the second Saturay of May 2025. He thanked Jean Smith for a very successful sale in May.

11.7. Cllr Allsop confirmed the Temporary Road Closure {see note below}

11.8. Cllr Barbour met with the Police Community Support Officer and will supply details to the Clerk for an invite to the next FPC AGM.

11.9. Cllr Allsop confirmed that he had re-registered Fulbrook Speedwatch and confirmed that this is a community rather than council initiative. Volunteers have come forward to support the initiative.

**12. FUTURE COUNCIL MEETINGS.** Next meeting to be at 7pm Fulbrook Meeting Place **Monday 14th October 2023**

**13. AGENDA ITEMS FOR NEXT MEETING.** None.

**NOTE** Temporary Road Closure to be from 16th September to 21st September (inclusive) from 20:00 to 05:00

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