

**WROXTON & BALSCOTE PARISH COUNCIL**

**DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD IN BALSCOTE VILLAGE HALL  
ON 5<sup>TH</sup> NOVEMBER 2018 AT 7.30PM.**

**Present:**

Cllr Michael Roberts – Chairman  
Cllr Geraldine Collinge  
Cllr Duncan Collins  
Cllr Miranda Ker  
Cllr Harvey Marcovitch  
Cllr Bob Jesson  
Cllr Nick Watkins

Patricia Jesson – Acting Clerk

Cllr George Reynolds  
Cllr Douglas Webb

5 members of the public

**61/18 Apologies**

None

**62/18 Declarations of interest**

None

**63/18 Public Forum**

Nothing raised.

**64/18 Minutes of the Meeting on 3<sup>rd</sup> September 2018**

The Minutes of the Parish Council Meeting held on 3<sup>rd</sup> September 2018 were approved and signed.

**Proposed: Cllr Collins**

**Seconded: Cllr Marcovitch**

**65/18 Finance**

*Bank reconciliation: accepted*

**Proposed: Cllr Collins**

**Seconded: Cllr Marcovitch**

*The proposed annual authorisation for payment of:*

SLCC: OALC: Community First: Trinity: Castle Water: CDC – Emptying of dog bins: and Grass cutting (for a maximum of 14 cuts, thereafter individual authorisation would be required ) was discussed and unanimously agreed.

**Proposed: Cllr Roberts**

**Seconded: Cllr Marcovitch**

*All Saints, Wroxton:* Cllr Roberts acknowledged receipt of a letter of thanks from Wroxton All Saints PCC for the payment of the Church grass cutting bill by the PC.

*The report on the external audit* was given: Moore Stephens has taken over all PC audits, and in so doing has had to extend the receipt deadline. Although the PC Accounts were submitted in time, Moore Stephens, due to the extensive workload, has missed this new time. The PC Accounts will be displayed on the notice boards once the audit work is completed.

*Budget for the Precept, including the proposed employment of a Lengthsman:*

Annual Income: c£25,000

£10,000 precept: £13,000 masts: £1,000 grass cutting grant: £1,000 miscellaneous.

Annual Expenditure: c £24,000

£8,000 staff & admin: £6,000 grass cutting: £10,000 open spaces, dog bins, training, asset maintenance.

From the information available however, it is clear that the Precept will not need to be increased from its current level of £10,000, and that figure will be requested from CDC when the time comes to submit it.

The PC will rediscuss and finalise the budget at the January meeting.

*Proposed allocations for 2019:* £13,500

Ironstone Action Group Trust Funds; Path repairs around Wroxton Pond; Village verge & path clearance project; Grants to Wroxton & Balscote Village Halls; Improvements to Wroxton Cemetery; Replacement of litter bins.

In addition £500 to be set aside for events in each village, and a new notice board to be sourced for Balscote Church.

### 66/18 Updates

*ACV – The White Horse, Wroxton:* Application has been submitted, but no response as yet from CDC.

Wroxton defibrillator by the pond: This has been checked. There is a training course on the use of the defibrillators at The Butcher's Arms, Balscote on Saturday 17<sup>th</sup> November at 10.30am.

*Wroxton Working Party:* Work around the pond has greatly improved its' appearance: quotes are being sourced for the removal of the large Spruce, the roots of which have damaged the path; the PC has agreed to pay half of the felling of the tree:

**For: 4 Against: 1 Abstention: 1 Motion carried.**

**Action:** Cllr Robarts to obtain quotes for this work.

Highways have quoted £17,500 for re-surfacing around the pond; another quote of c£13,000 has been received. Financial help from Trinity was also suggested as another source of funding

**Action:** Cllr Jesson to speak with Paul Wilson of Highways at the Parish Liaison Meeting on 7.11.18  
Cllrs Collinge & Marcovitch to approach TOE and the Small Lotteries for grants.

*Highways Open Day:* Cllr Jesson gave a very positive report on the morning's presentation regarding the work of the Highways Department, the organisation and its contractors. This included Environment Maintenance; Drainage Clearance; Roadside Furniture; Winter Salting of Roads; Road Repairs and a White Line Demonstration. It is recommended that people use "Fix My Street" if they encounter any pot holes etc.

**Action:** Cllr Jesson to request scrapings to fill in the pot holes in the unofficial lay by at the top of Shutford Road hill.

*Sanctuary land on the Shutford Road, Balscote:* Sanctuary Housing own the land at the end of the Shutford Road, Balscote. The land had been left unattended for several years. Cllr Jesson proposed that Sanctuary Housing should either build on it (as suggested several years ago); sell the land or at least tidy it. Since this request, the land has been strimmed.

**Action:** Cllr Jesson to speak with John Donaldson

### 67/18 Discussions/Decisions

*Grass cutting contract:* This has been awarded to Nigel Prickett, who will continue to cut the grass in the Parish for the next 3 years.

**Proposed:** Cllr Collins

**Seconded:** Cllr Collinge

**Action:** Clerk to write to Mr Prickett

*Cemetery Rules and Regulations* were signed by the Chairman and Acting Clerk

**Proposed:** Cllr Marcovitch

**Seconded:** Cllr Watkins

*Notice board for the Cemetery:* It was proposed to erect a notice board at the Cemetery, to be used to display the Rules & Regulations and a plan of the Cemetery.

It was confirmed by the Clerk that the Rules & Regulations are lodged with local undertakers.

**Proposed:** Cllr Collins

**Seconded:** Cllr Ker

**Action:** Clerk to progress the purchase.

*ACV: The Butcher's Arms, Balscote:* As the present tenants have a contract with Hook Norton Brewery for the next five years, it was agreed that the ACV should not be renewed.

**Action: Clerk to write to CDC re non-registration of the ACV**

*Parish Liaison Meeting at CDC on Wednesday 7<sup>th</sup> November:* This will be attended by Cllrs Jesson and Marcovitch, and the Acting Clerk.

*Date for the May PC meeting –* as the normal date for this meeting falls on a Bank Holiday, a change of date was discussed – it was decided to hold this on 13<sup>th</sup> May 2019

**Action: Clerk to confirm hall booking**

*Thames Valley Police (TVP) has requested contact details for emergencies:* it would be preferable to have 2 contacts for each village. Cllrs Collins and Watkins have put their names forward for Wroxton; Cllr Robarts for Balscote – another volunteer is required for Balscote, not necessarily a Councillor.

**Action: Clerk to notify TVP**

*New litter bins* are needed to replace old ones in both villages: £1,250 has been allocated for 4 new bins to be suitable for conservation villages: 3 are required for Wroxton & 1 for Balscote.

**Proposed: Cllr Ker**

**Seconded: Cllr Collins**

**Action: Cllr Ker to co-ordinate and expedite.**

*Wroxton Sports Field –* removal of the pile of wood which are the remnants of the old cricket pavilion. The Cricket Club Committee is in contravention of the rules of the landowners. The proposal to build a shed by the Pavilion with the old wood would require planning permission.

**Action: Cllr Watkins to speak again with Mr C Jarvis re removal of the wood.**

*Clearance of the bank in Main Street, Wroxton.* It has been proposed that the brambles on the road verge, up to the existing (hidden) wall are cleared by volunteers.

**Action: Cllr Robarts to co-ordinate the hedge clearance.**

**Action: Cllr Jesson to speak with Mr Bates of Trinity re the proposal to clear the bank.**

A proposition was made for the PC to contribute to funds to enable both Wroxton and Balscote to organise separate public events. See Finance Report.

*An extra defibrillator for Wroxton:* to be positioned by the A422 was discussed and agreed that it should be placed at the Village Hall, as it requires an electricity supply. This would serve the top part of the village and the Sports Field area.

**Proposed: Cllr Ker**

**Seconded: Cllr Collinge**

**Action: Cllr Collinge to oversee.**

*An advert for the position of Clerk and RFO* to the parish is to be placed on the Wroxton & Balscote web-site and the monthly edition of OALC Updates. In the meantime, a resident has indicated a willingness to consider the temporary role of RFO.

**Action: Clerk to send details to Richard Woollacott and OALC.**

## **68/18 Planning Applications**

**18/01564/F** The Willows, Chapel Lane, Balscote

Formation of habitable rooms in the roof space with rear dormer and roof lights to front roof slope

**18/01568/F** The Old Forge, Horley

Change existing office to house

**18/00250/TCA** Sundial House, Main Street, Wroxton

Notice of intent

**18/00261/TCA** The Steps, Main Street, Wroxton

Fell x1 evergreen

**18/00334/ENFC** Wingtree Cottage, Main Street, Wroxton

Check condition of property

**18/01291/F** Willow Hill, Main Street, Wroxton

Change wooden cladding to Cotswold Stone

The Parish Council voiced concerns that the proposed cladding is in Cotswold stone rather than the traditional Hornton stone used around the locality.

**Action:** Cllr Webb to give the PC the date of the planning decision.

**Action:** Clerk to follow up Wingtree Cottage ENFC

#### **69/18 Planning Decisions**

**18/01411/F** Poplars Cottage, Mills Lane, Wroxton

**Granted**

New vehicle access from East elevation, directly off Mills Lane

**18/01468/F** The Willows, Chapel Lane, Balscote

**Granted**

Demolition and replacement of shed

**18/00250/TCA** Sundial House, Main Street, Wroxton

**Granted**

Fell x3 Conifers; x1 Sycamore; x1 Spruce; Pollard x1 Cherry

**17/00359/F & 18/01446/F** Land north of Wroxton Mill

**Granted**

Reduce size of building

**18/00694/F** Dutch Barn, Wroxton

**Granted**

**18/00261/TCA** The Steps, Main Street, Wroxton

**Granted**

Fell x1 Evergreen

#### **70/18 Correspondence**

Seen by Councillors (see pg 602a)

#### **71/18 AOB**

A parishioner asked about the schedule for road sweeping the verges throughout Wroxton. As this is a matter for CDC, not an OCC Highways matter, Cllr Reynolds spoke with the parishioner explaining the system.

#### **Date of next meeting**

**Monday 7<sup>th</sup> January 2019 at 7.30pm at Wroxton Village Hall**

The meeting closed at 9.30pm.