

Minutes of the Parish Council Meeting (public) held on Tuesday 1st October 2019 at 7.00 pm at Risinghurst Community Centre

Present: Barbara Naylor, Derek Taylor, Liz Taylor, Graham Drummond, Roz Smith, Michael Philpott, Steve Fuller, Michelle Ham, Nadia Amin, Jackie Merritt
 Glynis Phillips

Apologies: Chewe Munkonge, David Adams, Vicki Purbrick

Absent: Martyn Rush

Public Session	
Nobody present.	
Declarations of Interest	
No declarations of interest.	
Community Beat Police Officers Report	
No report given.	
To Confirm the Minutes of the Meeting held on the 3rd September 2019.	
The minutes were checked, amended and signed as accurate.	
Matters Arising from the Minutes of 3rd September 2019.	
Mole work in the Playing Field is still in progress.	
Clerk said she was not using the new email address before due to the dated software that it runs on. She will work with it for the time being but it will need updating in the future. Clerk has contacted the Fire Department/Police and First Aiders about the Firework Display. Clerk also confirmed that the Council have two locked filing cabinets.	
Barbara Naylor reported that the recent Macmillan Coffee Morning that took place was very well attended and made £730.00 for the charity.	
Play area reports	
No everyday issues to report.	

<p>Community Safety Group</p> <p>No meeting has taken place. Awaiting a new date.</p>	
<p>To Receive Report from Outside Bodies</p> <p>The rubbish from behind the shops in the Roundway has now been removed.</p> <p>Graffiti on the London Road has now been removed.</p> <p>Phil Yarnold is the new Police Sergeant.</p> <p>A questionnaire is being circulated around Barton at present to obtain opinions on what they would like to see happen about local drug issues.</p> <p>South Oxfordshire District Council will be making a decision this month on the possible additional houses to be built behind Sandhills. Twelve hundred signatures have been collected on a local petition.</p> <p>In April 2019 the County Council approved further scheme development and formal consultation on nine new Controlled Parking Zones in Oxford subject to the outcome of the further scheme development and the results of the formal consultation. The table sets out the timescales for consultation and implementation.</p> <p>Sandhills – Formal consultation/approval by February 2021. Implementation by March 2021.</p>	
<p>Planning Applications</p> <p>19/01497/FUL</p> <p>Erection of a two storey side extension and single storey front and rear extensions. Alterations to internal layout to create an additional 1 x 1 bed flat (Use Class C3). Provision of private amenity space, car parking and bin and cycle storage (amended description and plans).</p> <p>6 Bursill Close Oxford</p> <p>Mr & Mrs J Webb</p>	

Finance

Discuss & Agree Cheques for Payment

The cheque list, bank reconciliation and balance sheet were distributed to the Councillors and emailed out in advance of the meeting.

The bank balances were as follows:

Current Account:	£31867.50
Savings Acc:	£11392.07
Savings Acc: (New Projects)	£38679.15

Correspondence Received

As per list provided.

Contracts

Clerk has been contacted by Jim Boyland to say that he will no longer be able to carry out the grounds maintenance for the Parish. The contract will be looked into in more detail in January before the work is required again in March.

Clerk confirmed that she has two contracts with the Council, one for Caretaking and one for the Clerk/Responsible Financial Officer. She will continue with the Caretaking role but has now resigned from the Clerk/Responsible Financial Officer role. Looking at the contract for the Clerk it specifies one month's notice, but the Clerk has said she will work until the end of the year whilst the Council finds a new Clerk if they want her to. It was decided to take her up on her offer until the end of the year.

A Sub-Committee has been formed to move along the process of replacing the Clerk, the Committee consisting of Barbara Naylor, Steve Fuller and Liz Taylor.

Parish Council Forum Meeting Update

As the date of the meeting was changed, unfortunately the Councillors were unable to attend.

Internal/External Audit

It was asked if the Clerk could send more information regarding the Audit, so it could be put on to the Website.

Antivirus Software

Clerk has received a quotation of £29.00 for the renewal of the antivirus software. It was unanimously agreed to go ahead with the purchase.

Trees – Sandhills

David Adams has not heard anything about the quotation from Direct Services, so he has requested another quote from Oxwood. This item will go on to the Agenda for next month for discussion.

Daffodils – Kiln Lane Entrance

It was suggested that it would be nice to have 100 daffodils planted on the Kiln Lane entrance to Risinghurst using the funding provided by Thames Water. This was unanimously agreed by all Councillors. A possible entrance sign to be considered at the next meeting. A date for planting the daffodils was agreed as 17th November between 12.00 -2.00 pm.

Office Space – Pavilion

A request has been received to ask if the Council would consider hiring out the main hall in the Pavilion as office space, or perhaps whether they would consider a timber office to be located in the Playing Field for WR Sport Limited. This was discussed and it was decided that it was not appropriate to use the main hall as an office. It was also decided that it was not appropriate to have a timber office in the field near the Pavilion as it would restrict the building of a new Pavilion in the future. Clerk to let them know.

Clerk

Bank Account

This item has now been deferred. This will be looked at again when a new Clerk is appointed.

Playing Fields

Clerk wanted to let the Council know that she has contacted Pennington’s Solicitors as instructed.

Risk Assessments

The two Play Inspectors have looked at the most recent reports received from ROSPA. It was decided that both play areas required maintenance. The worst park out of the two for maintenance was Downside Dip. It was decided to fence off the Multi Play Unit as a precaution at this stage. Clerk will contact OPFA for advice.

Clerk

AOB

Roz Smith and Jackie Merritt will contact the City Council about a particular area of Wood Farm having issues with rats.

Parking whilst the football matches are on at Grovelands Road was discussed. It was unanimously decided that the Council need to insist that parking wardens are organised by the football team for inside the field and outside it in Grovelands Road as many complaints have been received from local residents.

Clerk

Meeting closed at 9.00 pm.