

THE PARISH COUNCIL OF MERTON OXFORDSHIRE

<http://www.mertonparishcouncil.co.uk>

Clerk to Merton Parish Council: Tracey Charlesworth, North End House, Blackbull Lane, Fencott, Kidlington, Oxon. OX5 2RD. Tel: 01865 331481; fax: 01865 331653; email: clerkmertonpc@gmail.com

To all Members of Merton Parish Council:

You are hereby summoned to attend the Meeting of Merton Parish Council on **Monday 16 December 2019** at **7.30pm** in Merton Village Hall.

Tracey Charlesworth, Parish Clerk.

Members of the public and press are welcome to attend during 7.30pm and 7.45pm when they can ask questions or express their views.

Agenda

1. To Accept Apologies For Absence:

2. PARISH COUNCIL:-

2.1. **Co-Option:** To consider applications received.

2.2. **To Receive Disclosable Pecuniary Interest:** Register of Members Interests.

2.3. Annual Review of Documents:

a) Risk Assessments:

I. Woodland Volunteers

JC

3. **Public Participation:** Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting.

4. MINUTES:

4.1. Approval of the draft minutes of the Parish Council meeting held on 18 November 2019.

5. ASSET MANAGEMENT:

5.1: Village Hall:

a) Storage room door: Update.

AB

b) Further works: Report.

JC

• Flooring: Consider independent advice.

LK

c) Storage Room: Update on clearance of Beer Festival equipment.

AB

d) Cleaning: Report.

AB

5.2: Recreational Field/Play Area/Allotments:

a) Allotments: Vacancies: Update.

AB

b) Annual Inspection: Update on areas to address.

AB/DR

6. COMMUNICATIONS:

6.1: Website:

a) The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018: Update from web designer.

TC

b) Website Accessibility Course on 22nd January 2020 - Price per Delegate - Member Council: £50.00 + VAT - Non-Member Council: £100.00 + VAT.

All

6.2: Data Protection: Update.

LK/TC

7. COMMUNITY:

7.1: **Planning Applications:** To consider applications received.

a) Application No: 19/02552/F

Applicant's Name: Mr & Mrs O'Neill

Proposal: Conversion of stable to single family home with associated parking, amenity space, and landscaping (amendment to planning permission 19/00823/F)

Location: Merton Stud, Merton, OX25 2NF – Parish(es): Merton – Expected Decision Level: Delegated .

b) Application No: 19/02619/F

Applicant's Name: Mr F Pereire

Proposal: Erection of new garaging – Re-submission of 19/00672/F

Location: Merton Ground Farm, Langford Lane, Merton OX25 2NS – Parish(es): Merton – Expected Decision Level: Delegated.

7.2: Decision Notices:

a) Planning Application 19/01925/F – Brashfield Street Through Merton Merton OX25 2NF – Proposal: Erection of steel frame building for rearing of game birds - Permission for Development – Date of Decision: 21.11.19.

7.3: Planning Matters:

a) Great Wolf Application: Request for support from Chesterton PC.

All

7.4: Traffic Calming: Report from 'Working Group':

a) Proposal for a survey of traffic:

DR

- Application to County Councillors Discretionary Fund: Update.

- Insurance cover for signs/Risk Assessment: Update

AB/DR

8. FINANCE:

8.1: Receipts: -

a) Petty cash and Bookings:

- Nov/Dec 2019:

AB/TC

b) HMRC – VAT Reclaim: Update

TC

8.2: Account Paid Prior to the Meeting: To be noted.

8.3: Accounts for Payment: To be approved:-

a) Clerks Pay/Exp. November 2019:

- Employment Briefing E02-18 | 2018-2019 National Salary Award: Update.

All

b) Grass Cutting –

c) Village Hall: Changing room window replacement handle and window:

AB

d) Village Hall: Curtain Rails and Curtains.

LK

e) Castle Water Ltd: No invoice at time of printing.

f) Accident Book.

AB

g) Emergency Work to Leak to Ceiling:

AB

h) Village Hall Cleaner – Period May – November 2019 - £160.00.

All

8.4: Financial Reports and Bank Reconciliation: For consideration/approval.

TC/AB

8.5: Grass Cutting Contract Review: Update.

JC

8.6: Quotes: To be considered/approved:-

a) Good Energy:

- Comparisons for Parish Council: Approve comparison.

All

b) Memory Storage:

All

c) Village Hall: Storage Room Door

AB

8.7: Accounts Year Ended 31.3.20:

b) Arrow Accounting – Checklist Action: Update.

TC

8.8: Financial Regulations: Annual Review.

AB/All

8.9: County Councillor Discretionary Fund: Notice board application update.

AB/JC

9. GENERAL:

9.1: The Clerks Contract and Job Description: Review.

LK/AB

9.3: Correspondence for Action: As attached.

All

9.4: Matters for Further Information or Discussion.

All

10. NEXT MEETING

10.1. Next meeting 20 January 2020 at 7.30pm in Merton Village Hall:

All

List of Correspondence/Emails to support Agenda Item 9.3: Matters not otherwise covered by the agenda.

M.P.C.282 – November

9. Hylton Planning Ltd - Arncott Solar Farm - Public Consultation Poster – Rec/d by Email 19.11.19 – Emailed.
11. C.D.C. - Follow-ups from Cherwell Parish Liaison Meeting 13 November 2019 – Rec/d by Email 26.11.19 – Emailed.
12. No Expressway Group - Urgent letter from No Expressway Group – Rec/d by Email 29.11.19 – Emailed.
13. Healthwatch Oxfordshire - Healthwatch Oxfordshire Briefing, November 29 2019 – Rec/d by Email 29.11.19 – Emailed.
14. Steve Shaw - Request to support the Local Electricity Bill.

M.P.C.283 – December:

3. The Oxford Green Belt Network - Oxford-Cambridge Expressway – Rec/d by Email 2.12.19 – Emailed.
4. C.D.C. - Deddington Neighbourhood Plan – Notification of Withdrawal Statement – Rec/d 2.12.19 – Emailed.
5. O.A.L.C. - OALC two items - Community Resilience and Sec 137 limit for 2020-21 – Rec/d by Email 2.12.19 - Emailed.