

THE PARISH COUNCIL OF MERTON M1/2021

MINUTES OF THE MEETING OF THE COUNCIL HELD VIRTUALLY in line with The Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authorities and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 AT 19:30 ON
11 JANUARY 2021

PRESENT: Tony Bradley (Chairman) AB
Steve Kelly, Martin Smith, Gemma Allen and Paul Stubbs (Councillors) SK/MS/GA/PS

IN ATTENDANCE: T. Charlesworth; (Clerk/RFO). TC

1. APOLOGIES: None.
2. PARISH COUNCIL:
 - 2.1. Notice of Resignation: C.D.C. had been notified and the Vacancy Notice has been published for the fourteen day period as required.
 - 2.2. Vacancy: No application.
 - 2.3. To Receive Disclosable Pecuniary Interests: None declared.
 - 2.4. COVID-19: Government Guidelines: Monitored.
 - a) Play Area: Remains open.
 - b) Village Hall: Remains closed.
 - 2.5. Emergency Plan: Review: Clerk to follow up with JC. TC/JC
 - a) Welcome Pack: Will be reviewed as part of the Emergency Plan. TC
 - Merton Village Neighbourhood Plan: Clerk to email information to councillors.
3. PUBLIC PARTICIPATION: None.
4. MINUTES: **RESOLVED:**
 - 4.1: That the draft minutes of the Parish Council meeting held on 14 December 2020 were approved to be signed by the Chairman at the next face to face meeting. AB
5. ASSET MANAGEMENT:
 - 5.1: Village Hall:
 - a) Cleaning Contract/Job Description: To be actioned once the village hall is able to re-open. AB
 - 5.2: Recreational Field/Play Area/Allotments:
 - a) Oxford Cavaliers Rugby League Club:
 - i. Village Hall Proposals: There had been no further communication to report. GA/SK/AB/PS
 - b) Play Area: Update on order: An invoice for fifty percent deposit had been received for the order of new equipment; repairs will be processed once this is paid. GA
 - c) Football: In considering the request for the use of a football pitch, for matches, and the changing rooms for the next season after the end of July (if approved they have been advised that they would have to provide their own goals) it was agreed that the proposal would have to be discussed with the Oxford Cavaliers initially and reconsidered at the next PC meeting. AB
6. COMMUNICATIONS
 - 6.1: Parish Matters: **RESOLVED**
 - To publish the following matters: Parish Council vacancies; Thank you to JC for services to the PC; Fund raising for the village hall; Play Area update; Request for Traffic Calming update (contact Cllr. MS) and possible Defibrillator update. GA
7. COMMUNITY:
 - 7.1: Planning Applications:
 - a) Application No: 20/03249/F
Proposal: Alterations to improve fenestration/natural lighting and escape door Location: Merton Grounds Farm, Langford Lane, Merton, OX25 2NS
Parish(es): Merton
Expected Decision Level: Delegated.
RESOLVED:
 - That the PC made no objections or comments (Deadline was 31.12.2020).
 - b) Application No.: 20/03452/F Applicant's Name: Mr Fred Foxon Proposal: Alterations to and conversion of existing barn to provide self-contained ancillary accommodation Location: The Old Vicarage, Merton, Bicester, OX25 2NF Parish(es): Merton
Expected Decision Level: Delegated
RESOLVED:
 - That the PC made no objections or comments (Deadline was 5.1.2021).

THE PARISH COUNCIL OF MERTON M1/2021

7.2: Decision Notices: None recorded.

7.3: Planning Matters:

- a) Merton Nursing Home: There had been no direct response to messages.

GA

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

- a) Proposal for a survey of traffic: MS reported as follows:

- Despite plans to hold a meeting one had still not taken place. MS/SW
- Clerk tasked with contacting Islip Parish Council enquiring about the 'Speed Traffic Monitor' being used in Islip Village. TC
- Insurance cover for Signs/Risk Assessment: C/fwd.

7.5: Dog Fouling: Update on stickers: AB to follow up with C.D.C.

AB

7.6: Bus Stop Light: Pending.

AB/MS

7.7: Notice Board: Proposed local project: AB to carry out maintenance works.

AB

8: FINANCE:

8.1: Receipts: -

- a) Petty cash and Bookings:

- January 2021: Hall hire income £0.00.

c) HMRC – VAT refund £837.94.

8.2: Account for Payment Prior to the Meeting: None.

8.3: Accounts for Payment: **RESOLVED:**

That the following accounts were approved for payment:

- a) Clerks Pay/Exp. December 2020: £162.40 (Time sheet presented to be amended due to a typo) – Cheque No: 101574.
b) Pest Control - £475.00: Work completed, payment approved on receipt of invoice as per quote.
c) Architect – Inv. No: 1604/2 - £540.00 – Cheque No: 101575.
d) Play Equipment – Inv. No: 0000041039 - £4,964.04 – Deposit – Cheque No: 101576 – As per quote. AB/TC

8.4: Grants/donations:

- a) Parish Matters magazine: Awaiting request for contribution.

8.5: Bank Signatories: Waiting for response to letter sent on 20 December 2020.

AB/MS/JC/GA

8.6: Financial Reports and Bank Reconciliation: Presented and accepted.

AB

8.7: Quotes: To be considered/approved:

- a) Memory Storage: **RESOLVED:**

- That an order be placed for a storage stick for up to £30.00 from Amazon. TC
- Cost of trimming the brambles etc. from the footpaths in the woodland:

RESOLVED:

- That the quote for £360.00 plus VAT was approved and would be met by the Woodland Fund as a one off cost.

AB/TC

8.8: Amazon Account: Application approved.

TC

9: GENERAL

9.1: The Clerks Contract and Job Description: Review: AB and Clerk to arrange to discuss.

AB/TC

9.2: Correspondence for Action: The lists of correspondence presented M.P.C. 295 (Dec 2020) were considered as matters not otherwise covered by the agenda; with no further actions. PC advised the Clerk that it did not require all of the COVID -19 advice to be emailed until the village hall can re-open.

TC

9.3: Matters for Further Information or Discussion:

- a) Matters for Further Information: None.
b) Matters for Further Discussion: None.

10. NEXT MEETING:

10.1. 8 February 2021 at 7.30pm: The meeting will be held virtually in line with The Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authorities and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

There being no other business the Chairman closed the meeting at 20:23.

Draft Minutes subject to confirmation:

Approved and Signed by the Presiding Chairman

Date