

THE PARISH COUNCIL OF MERTON M10/2020

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
14 DECEMBER 2020

PRESENT: Tony Bradley (Chairman) AB
Steve Kelly, Martin Smith, Gemma Allen and Jo Copping. (Councillors) SK/MS/GA/JC

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

1. APOLOGIES: None.

2. PARISH COUNCIL:

2.1. Notice of Resignation:

a) The PC had received permission from C.D.C. to co-opt.

b) Cllr. JC advised that she was resigning; effective from the end of the meeting; TC to advise C.D.C TC

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: JC agreed to continue with the review on behalf of the PC. JC

a) Welcome Pack: Will be reviewed as part of the Emergency Plan.

2.6. C.D.C. - Independent Remuneration Panel - Parish Allowances: It was **RESOLVED**:

2.7. That the PC would not claim expenses.

2.8. ONPA - ONPA AGM: There was essentially nothing to report from the meeting; they are looking for more representatives (do not necessarily have to be PC members). Merton village currently has no land earmarked for development under the new Strategy review 2040 being carried out by C.D.C.

- Clerk was tasked with checking the current status of 'Merton Village Neighbourhood Plan' which was initiated some years ago. TC

3. PUBLIC PARTICIPATION: None.

4. MINUTES: **RESOLVED**:

4.1: That the draft minutes of the Parish Council meeting held on 16 November 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: Draft in-hand. AB

5.2: Recreational Field/Play Area/Allotments:

a) Oxford Cavaliers Rugby League Club:

i. Village Hall Proposals: There had been no communication with the architect to report. It was noted that Jamie was stepping down from his role and his replacement was Mr. S. Steel. GA/SK/AB/PS

b) Play Area: Update on order:

i. Log Walk: Taking into consideration the cost of relocating this to the Woodland area; the fact that the area would be accessible to dogs and possible vandalism it was **RESOLVED**:

- To proceed with the plans to site it at the Play Area.

ii. Confirmation received to carry out repairs and installation of new equipment mid-February 2021.

iii. Payment plan to be obtained in writing. GA

6. COMMUNICATIONS

6.1: Parish Matters: It was noted that there would be a break for December publication. GA

7. COMMUNITY:

7.1: Planning Applications: None reported.

7.2: Decision Notices:

a) Application No: 20/02476/F

Proposal: Single Storey Side Infill Extension Location: Eden House, West End Lane, Merton, OX25 2NG Parish(es): Merton Permission For Development Subject To Conditions
Date Of Decision: 4th November 2020.

7.3: Planning Matters:

a) Merton Nursing Home: There had been no 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 at the end of lockdown one had still not taken place.

- PC requested that the group look at getting a speed survey carried out.

- Insurance cover for Signs/Risk Assessment: C/fwd. MS/SW

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- 7.5: Parish Magazine/Newsletter/Facebook/Website: To form part of 6.1 above on future agendas. TC
7.6: Dog Fouling: Update on stickers: AB to follow up with C.D.C. AB

8: FINANCE:

8.1: Receipts: -

- a) Petty cash and Bookings:
• December 2020: Hall hire income £0.00.

8.2: Account for Payment Prior to the Meeting:

- a) Cheque No: 101560 reissued as not written out to the correct recipient – Cheque No: 101566 - £65.00.

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

That the following accounts were approved for payment:

- a) Clerks Pay/Exp. November 2020: £164.58 – Cheque No: 101567.
b) Grass Cutting – Inv. No: 4065 - £60.00 (Woodland 27.11.2020) – Cheque No: 101568.
c) Pest Control - £475.00: No invoice presented; awaiting update on further visit last Thursday. Further investigation needs to be carried out as a wire has been cut where the warren is sited in the corner of the field (supply for flood lighting) between the poles. AB/MS
d) ALCC - £40.00 – Consider/approve contributing half to Blackthorn Parish Council - £20.00 contribution approved – Cheque No: 101569.
e) Home Working Insurance Policy – Renewal 2020/21 paid in full by Blackthorn Parish Council – Consider/approve contributing half to BPC – Total paid £114.31 - £57.15 – Contribution approved – Cheque No: 101569.
f) Electricity – Inv. No: 112409573 - £289.22 – Cheque No: 101570.
g) Village Hall Ceiling - £440.00 – Inv. No: 145 – Cheque No: 101573.

8.4: Grants/donations:

- a) Parish Matters magazine: Awaiting request for contribution.
b) Maintenance Church Grounds: **RESOLVED**
• To make a contribution of £150.00 – Cheque No: 101571.
c) Age UK : **RESOLVED**
• To make a contribution under S137 of £80.00 – Cheque No: 101572: Parishioners benefit from free film nights.

8.5: Bank Signatories: Barclays has still not been able to proceed with the Mandate change request as it was incomplete. LK required to provide a signature again and confirmation that her signature changes from time to time.

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: C/fwd see 8.8 below. TC
b) Cost of trimming the brambles etc. from the footpaths in the woodland: Quote requested by Woodland Committee; **RESOLVED**
• That the PC would meet the costs from the Woodland Fund as a one off cost.

8.8: Amazon Account: Application had been submitted.

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. 294/295 (Nov/Dec 2020) were considered as matters not otherwise covered by the agenda; with no further actions.

9.3: Matters for Further Information or Discussion:

- a) Matters for Further Information:
• Condition of the footpath at the rear of the Church to be raised with the village Footpath Officer P. Murphy. AB
b) Matters for Further Discussion:
• Bus Stop Light: To be looked at. MS
• Notice Board: Needs tidying up; to approach a parishioner to ask if they would carry out the work as a local project.

10. NEXT MEETING:

10.1. 11 January 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.

The Chairman took the opportunity to wish everyone a Merry Christmas and a Happy New Year!

There being no other business the Chairman closed the meeting at 20:46.

Draft Minutes subject to confirmation:

Approved and Signed by the Presiding Chairman

Date