

THE PARISH COUNCIL OF MERTON M3/2020

MINUTES OF THE MEETING OF THE COUNCIL HELD AT THE VILLAGE HALL AT 19:30 ON 16 MARCH 2020

PRESENT: Tony Bradley (Chairman) AB
Jo Copping, and David Richardson (Councillors) JC/DR
IN ATTENDANCE: T. Charlesworth; (Clerk/RFO) TC
Fred Foxon and Simon Ward (Representatives of Traffic Calming Working Group) and one member of the public.

1. APOLOGIES: Cllrs. Lucy Katz and Steve Kelly LK/SK

2. PARISH COUNCIL:

2.1. Co-Option:

- a) C.D.C. has advised that following the fourteen days the PC can co-opt.
- b) To applications received: None.

2.2. To Receive Disclosable Pecuniary Interest: None declared.

3. PUBLIC PARTICIPATION:

3.1: Traffic Calming Working Group: Reported as follows:-

- Meetings take place on a semi-regular basis.
- Successful application to the 'County Council Discretionary Fund': £2,500.00, to be credited to the Parish Council bank account, along with funding from the Parish Council with the possibility of extra funding from the PC in 2020/21.
- Having discussed all of the options it was decided to look at costing the option of moving the 30mph limit sign at the Islip end of the village to the bottom of the bridge with road signage or rumble strip or having one mobile solar powered VAS (Vehicle Activated Sign) now until further funding for a second one can be raised.

3.2: Coronavirus (COVID-19): Request that the PC considers proposals to support the community.

4. MINUTES: **RESOLVED:**

4.1: That the draft minutes of the Parish Council meeting held on 17 February 2020 were approved and signed by the Chairman.

5. ASSET MANAGEMENT:

5.1: Village Hall:

b) Storage Room: Update on clearance of Beer Festival equipment: No update: JC to speak to the Bookings Clerk; giving the deadline as the end of April.

JC

c) Cleaning Contract/Job Description: C/fwd.

AB

d) Hiring Agreement: C/fwd.

AB

e) Regeneration Plans: Consider proposals: C/fwd.

- Clerk to investigate if there are any limitations on Council spending on a single project or must the PC consult with and obtain approval from the village in a special general meeting. TC
- OCRLC has intimated that it can obtain funding for the upgrade and redevelopment of the Village Hall facilities. OCRLC would want a long term lease with opt outs, and AB is to follow up with LK. AB

5.2: Recreational Field/Play Area/Allotments:

a) Allotments: Vacancies: Clerk to write to tenant of Plots '1 and 2'; payment required by 31 March 2020 for 2019/20 otherwise the PC will terminate agreement in one calendar month (30 days from date of letter) in line with Tenancy Agreement. TC

b) Oxford Cavaliers Rugby League Club: It was noted that due to the outbreak of the Coronavirus that the club may not be able to play or train this season.

6. COMMUNICATIONS

6.1: Website:

a) The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018: C/fwd. TC

6.2: Data Protection: Database: C/fwd.

LK/TC/All

7. COMMUNITY:

7.1: Planning Applications:

a) Application No.: 20/00284/F

Applicant's Name: Mr F Pereira

Proposal: Reclad one gable end of barn 2 and one gable end of barn 3 in matching timber and brick Location: Merton Grounds Farm, Langford Lane, Merton, OX25 2NS - Parish(es): Merton - Expected Decision Level: Delegated.

RESOLVED: The Parish Council made no observations or objections.

b) Application No: 20/00121/F

Proposal: Change of use to revert back from storage and restoration of classic cars (approved 11.11.16 ref 16/01881) to storage of personal classic cars (Ref 02/00308/F)

Location: Merton Grounds Farm, Langford Lane, Merton, Bicester, OX25 2NS

Parish(es): Merton - Expected Decision Level: Delegated.

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RESOLVED: The Parish Council made no observations or objections.

7.2: Decision Notices:

a) Application No: 20/00086/TPO

Location: 4 Gulley Row Merton Bicester OX25 2UH

Proposal: T1 (Walnut) - prune back (last prune carried out 4 years ago). canopy reduction of up to 2m to evenly reduce crown away from buildings and utilities - subject to TPO 05/2011

Consent Under Tree Preservation Order(S) Subject To Condition

Date of Decision: 5 March 2020.

7.3: Planning Matters:

a) Merton 'Nursing Home': No update. SK

7.4: Traffic Calming: Report from 'Working Group': See above 3.1.

a) Proposal for a survey of traffic: No update.

• Application to County Councillors Discretionary Fund: See 3.1 above.

• Insurance cover for Signs/Risk Assessment: C/fwd. AB/DR

7.5: Parish Magazine/Newsletter: PC had previously agreed to support the proposal to contribute to the cost of printing the magazine based on the quantity taken by the parish M2/2020-7.5 (see 8.2e below).

• Litter Pick: It was **RESOLVED:**

• That a litter pick would be organised for 4 April; AB to register with C.D.C; JC would prepare a Risk Assessment taking into account guidelines for the Coronavirus. AB/JC

7.6: Dog Fouling: No update on stickers. JC

8: FINANCE:

8.1: Receipts: -

a) Petty cash and Bookings:

• February/March 2020: None reported. AB

8.2: Account for Payment Prior to the Meeting:

a) Replacement cheque No: 101438 issued 12.8.19 - £50.00 (Refundable deposit) – Cheque No: 101519.

8.3: Accounts for Payment: The following accounts were approved for payment:

a) Clerks Pay/Exp. February 2020 - £165.65 – Cheque No: 101521.

b) Castle Water Ltd: Payment overdue £54.30 - Clerk had reported that no invoice had been received and was now in receipt of Inv. No: 2480118 - £54.30 – Cheque No: 101523.

c) OALC – Subscription Invoice – Inv. No: M00194/2020 - £140.42- Cheque No: 101522.

d) Emergency Work to Leak to Ceiling: Quote for £250.00 had been accepted but due to the weather they had not been able to carry out the work and are not responding to calls; it was agreed that a further quote be obtained. AB

e) Parish Matters - £110.00 (see 7.5 above) – Cheque No: 101520 (previously stated as 101519).

f) Good Energy - £510.99: **RESOLVED:**

• Not to pay until invoice is reviewed as high compared to previous invoices. AB

AB/TC

TC/AB

8.4: Financial Reports and Bank Reconciliation: Documents accepted.

8.5: Quotes: To be considered/approved:

a) Village Hall Flooring: C/fwd. LK

b) Memory Storage: C/fwd. TC

c) Village Hall Blinds: C/fwd. LK

d) Play Area: Swing Seat: Awaiting quotes. DR

e) Storage Shed: C/fwd. AB

8.6: Accounts Year Ended 31.3.20:

• Arrow Accounting – Checklist Action: Clerk/RFO had submitted completed checklist and required documents. TC

8.7: Governor of Five Acres School - Bid for funding - sponsorship for some school projects: Based on further information provided it was **RESOLVED:**

• To approve a grant of £90.00; being the remainder of the allowance in the budget for community activities. Clerk to obtain cheque payment details and forward to the Chairman for payment. TC/AB

9: GENERAL

9.1: The Clerks Contract and Job Description: Review: Work in progress. LK/AB

9.2: Correspondence for Action:

M.P.C.285 – February:

• 13: C.D.C. – 'Help residents in vulnerable circumstances get funding to connect to gas'.

• 16: Chesterton Parish Council - Objection to Great Wolf Development.

M.P.C. 286 – March:

• 1: Heathwatch Oxfordshire – Briefing March 2 2020.

• 2: O.C.C. - Supported Bus Services Fund – Rec/d 4.3.2020 – Emailed.

• 3: Calor Gas - It's back! Calor's Rural Community Fund is ready to support local projects: Traffic Calming Working Group to review as a possible source of funding. DR

• 4: C.D.C. - Local Environment Groups Conference

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9.3: Matters for Further Information or Discussion:

a) Matters for Further Information:

- Great Wolf Development Proposals: Noted that this had been rejected by CDC.
- Film Shows cancelled for the foreseeable future.

b) Matters for Further Discussion:

- 'Emergency Plan': To be reviewed in light of COVID-19 and in line with GDPR. TC/JC
- OALC advice regarding COVID-19: Read but not action taken at this stage; to monitor; Clerk also advised that there was information emailed regarding village halls.
- COVID-19 - Community Support: The Parish Council encourages the initiative for villagers to support neighbours during this difficult time. Contact details for those who need support have been advertised on Facebook: JC will look at alternative means of advertising for those without access to Facebook. JC

10. NEXT MEETING:

10.1. Monday 20 April 2020 at 19.30pm in Merton Village Hall: This will have to be monitored alongside guidelines.

There being no other business the Chairman closed the meeting at 21:25.

Draft Minutes subject to Confirmation.

Approved and Signed by the Presiding Chairman

Date