

THE PARISH COUNCIL OF MERTON M9/2020

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 19:45 ON 16 NOVEMBER 2020

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

IN ATTENDANCE: T. Charlesworth; (Clerk/RFO); TC
Guest: S. Ward (Traffic Calming Group Representative).

1. APOLOGIES: None.
2. PARISH COUNCIL:
 - 2.1. Notice of Resignation: The PC had received the resignation of Cllr. LK; Clerk notified C.D.C. and the Vacancy Notice has been published for the 14 day period as required: SW expressed an interest in re-joining the PC and would put his application in writing.
 - 2.2. To Receive Disclosable Pecuniary Interests: None declared.
 - 2.3. COVID-19: Government Guidelines: Monitored.
 - a) Play Area: Remains open.
 - b) Village Hall: Remains closed.
 - 2.4. Emergency Plan: Review: JC is in receipt of an editable copy and will prepare for next meeting. JC
 - a) Welcome Pack: Will be reviewed as part of the Emergency Plan.
 - 2.5. C.D.C. - Independent Remuneration Panel - Parish Allowances: Notice to be displayed. AB/TC
 - 2.6. ONPA - ONPA AGM: Meeting to be held virtually on 21 November. JC
3. PUBLIC PARTICIPATION:
 - a) Defibrillator: Investigative work had been carried out and information delivered to councillors; contact has been made with London Hearts regarding a public access defibrillator for which they require a £995.00 donation and will include training for up to fifty people, this may be offered remotely under COVID-19 restrictions, if you meet the criteria; cabinets have to be purchased extra; total costs estimated at £1,425.00. 'Otmoor Electrical' have offered to do the implementation free of charge; it has been established that the Bus Stop area would not be suitable as there is no lighting or electricity supply. Further investigation into the suitability of attaching it to the wall near the changing room door or alternatively the right-hand side of the front door to the village hall.
 - b) **RESOLVED:**
 - That the PC approves the purchase of a Defibrillator and equipment: AB/SW and Clerk/RFO to liaise regarding the order.
 - Funding: *See below 8.6-b.* AB/SW/TC
4. MINUTES: **RESOLVED:**
 - 4.1: That the draft minutes of the Parish Council meeting held on 19 October 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
 - b) Castle Water: Meter Reading: **RESOLVED:**
 - That as Castle Water carry out a meter reading twice yearly; this was sufficient for the PC, they would be advised that the PC would not be voluntarily reading the meter as COVID-19 has not had a massive impact on the water usage. AB
 - 5.2: Recreational Field/Play Area/Allotments:
 - a) Oxford Cavaliers Rugby League Club:
 - i. Village Hall Proposals: Amended plans were considered by the PC and the following **RESOLVED:**
 1. Outline planning and design approved with the following amendments:
 - That the proposed meeting room is utilized as a dual purpose storage room initially/meeting room if there is enough room to accommodate both.
 - The kitchen and meeting room to be transposed (providing drainage access is possible).
 2. Heating System: Current system to be part of the consideration; if unable to update the whole system due to costs, then heating the 'meeting room' to be taken into consideration.
 3. AB and PS to act as representatives for the PC with the Cavaliers on the project.
 - AB and PS to contact the architect and discuss proposals and costs.
 4. Timescale: AB and PS to make contact with the Cavaliers.
 5. PC needs to look at match funding of £20,000.00 and investigate what funding may be available. GA/SK

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6. COMMUNICATIONS

6.1: Website: Nothing to report: Clerk to change this item on the agenda for Parish Matters. TC

7. COMMUNITY:

7.1: Planning Applications: None reported.

7.2: Decision Notices:

- a) Application No: 20/02165/F
Location: 3 Otrmoor View Merton OX25 2NL
Proposal: Two storey side extension
Permission for Development Subject to Conditions – Date of Decision: 4 November 2020.

7.3: Planning Matters:

- a) Merton Nursing Home: Continue to pursue. GA
b) Cherwell Local Plan Review 2040 - Planning for Cherwell to 2040: A Community Involvement Paper: PC recommendation had been put forward for consideration. Clerk to remove from agenda. TC
c) Parishes Against Wolf (PAW) – Consider proposals:
i. To move that the Parish Council write a letter of objection regarding the appeal by Great Wolf Resorts to build a resort complex in a rural environment.: Having considered the proposals, its benefits verses objections and any effect it may have on Merton village:

RESOLVED:

- That the PC would not send a letter of objection.
 - That the PC would make villagers aware of the proposals, through Parish Matters, in order that they be given the opportunity to object. GA
- ii. To move that the Parish Council donate xxxx to support the objection to the Great Wolf Appeal.

RESOLVED:

- That the PC would make no donation to support the objections.

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

- a) Proposal for a survey of traffic: S. Ward was welcomed to the meeting and reported as follows:
- The group had been unable to arrange a meeting; it is proposed to hold one at the end of lockdown, around the 6th - 8th December. MS/SW
 - Insurance cover for Signs/Risk Assessment: C/fwd. JC

The PC thanked SW for attending the meeting; he left at 8.03pm.

7.5: Parish Magazine/Newsletter/Facebook/Website:

RESOLVED:

- With the absence of LK; GA would act as news reporter for the Parish Magazine on behalf of the PC; it was noted that news needed to be submitted by the 16th of each month for publication on 28th of each month.
- In order to be more effective with news PC meetings would be moved to the second Monday of each month with the exception of August.

For Publication:-

- Defibrillator: Proposals and training. GA
- Traffic Calming: Proposals for meeting in December. AB
- Great Wolf Resort: Proposals. TC

7.6: Dog Fouling: Update on stickers: Purchase had not been made as previously agreed; AB to follow up with C.D.C.

7.7: Merton Sign/Speed Limit Sign at the end of village: Overhanging hedge; work complete. TC

8: FINANCE:

8.1: Receipts: -

- a) Petty cash and Bookings:
- November 2020: Hall hire income £0.00.
 - RFO confirmed that a VAT Claim had been submitted to HMRC for the period 2019-2020.

8.2: Account for Payment Prior to the Meeting:

- a) Castle Water – Inv. No: Inv. No: 0001707979/Period 1.8.2020-21.10.2020 - £93.45 – Cheque No: 101563.

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

That the following accounts were approved for payment:

- a) Clerks Pay/Exp. October 2020: £168.03 – Cheque No: 101564.
- b) Grass Cutting – Inv. No's: 4054 - £132.00 (Grass cutting Merton Woodland 1.10.2020) – 4055 - £192.00 (Grass cutting/trimming Recreation Ground) – Total £324.00 – Cheque No: 101565.
- c) Emergency Work to Leak on Roof: £420.00 (to be met by the balance of donated monies, £496.00, ring-fenced under the Village Hall Regeneration Fund): To be removed from agenda until invoice received. TC
- d) Pest Control - £475.00: Work continuing; no invoice presented.
- e) Playdale Playgrounds - Playdale Playgrounds Ltd – Invoice Number 0000040428 - £0.00 (Site Visit).

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8.4: Bank Signatories: Barclays had been unable to proceed with the Mandate change request as it was incomplete. It was further

RESOLVED:

- To remove LK as a signatory following her resignation.
- To continue to add MS; JC and
- To approve GA as a further signatory.

AB/MS/JC/GA

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

AB

8.6: Quotes: To be considered/approved:

- a) Play Area: Repairs and new additions - Customer Care Order Form – Quote No: 67307: Having considered the new plan; proposals and finances in detail:

RESOLVED:

- To relocate the bench towards the fence on the side of the recreational ground to enable parents to view any rugby matches whilst children are playing.
- To look at the possibility and cost of relocating the proposed log walk to the woodland area.
- To approve the proposals at a net cost of £12,525.88 for the repairs; removal of rockers and swingers and addition of new equipment (figure could be subject to change if the log walk relocated).

GA

- b) Defibrillator: Consider costings and funding: *See 3-a above*:

RESOLVED

- That an additional £900.00 would be contributed from general funds with £600.00 already in ring-fenced funds.

AB/TC

- c) Recreational Area: Strim/brush cut brambles: No quote required; MS reported that he had already strimmed part of the area, leaving some vegetation that needs to be cut back; he would advise when the work is complete.

MS

- d) Good Energy - Tariff from December, fixed for 1 year: The contract ends in December; the following prices have been provided for the period December 2020 – 2021: With little difference between the current and coming years prices.

RESOLVED

- To accept and approve the Tariff from December 2020-2021 as quoted below:

| | current tariff | new tariff |
|-------------------------------|----------------|------------|
| Day rate | 16.27 | 15.66 |
| Night rate | 11.46 | 10.99 |
| Standing daily charge (pence) | 36.41 | 37.28 |

AB/TC

- e) Village Hall Ceiling:

RESOLVED

- To accept and approve the quote for £440.00 (not VAT registered).

AB

8.7: Budget 2021/2022: The draft budget was considered in detail; an allowance of £1,500.00 to be made for the Play Area.

RESOLVED

- To accept and approve the draft Budget for 2021/2022.
- To approve a precept requirement of £16,000.00 based on the draft budget.

AB/TC

8.8: Amazon Account:

RESOLVED

- That the Clerk/RFO could set up an Amazon Business Account on behalf of the Parish Council which would provide invoice payment by the PC; to enable ease of purchasing stationary items etc.

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. 293/294 (Oct/Nov 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:

- Clerk to remove 'zoom' meeting from the agenda; meetings are held by 'Microsoft Team'.

- b) Matters for Further Discussion:

- None.

10. NEXT MEETING:

10.1. December 2020 at 7.30pm: *See 7.5 above*: Parish Council meetings will be held on the second Monday in the month from December.

10.2. 14 December 2020 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 21:55.

Draft Minutes subject to confirmation:

Approved and Signed by the Presiding Chairman

Date