

# THE PARISH COUNCIL OF MERTON M2/2020

MINUTES OF THE MEETING OF THE COUNCIL HELD AT THE VILLAGE HALL AT 19:30 ON 20 JANUARY 2020

PRESENT: Tony Bradley (Chairman) AB  
Jo Copping, and Lucy Katz (Councillors) JC/LK

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

1. APOLOGIES: Cllrs. David Richardson and Steve Kelly DR/SK

2. PARISH COUNCIL:

2.1. Co-Option:

- a) Notice of Vacancy has been published.
  - b) Interest had been expressed.
- 2.2. To Receive Disclosable Pecuniary Interest: None declared.

3. PUBLIC PARTICIPATION: None present.

4. MINUTES: **RESOLVED:**

4.1: That the draft minutes of the Parish Council meeting held on 20 January 2020 were approved and signed by the Chairman.

5. ASSET MANAGEMENT:

5.1: Village Hall:

- a) Flooring: Quotes for vinyl tiles to be obtained. LK
- b) Storage Room: Update on clearance of Beer Festival equipment: No update: JC to speak to the Bookings Clerk. JC
- c) Cleaning Contract/Job Description: C/fwd. AB
- d) Hiring Agreement: C/fwd. AB
- e) Regeneration Plans: Consider proposals: C/fwd. AB

5.2: Recreational Field/Play Area/Allotments:

- a) Allotments: Vacancies: Clerk is in receipt of signed Tenancy Agreement for Plots '5 and 6'. Clerk to write to tenant of Plots '1 and 2'. TC

6. COMMUNICATIONS

6.1: Website:

- a) The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018: Further advice had been forwarded to LK and the website provider: Awaiting response. Clerk to look at Webinar training link. TC

6.2: Data Protection: Database: Cllr LK and Clerk to arrange to meet at the end of February; Councillors to produce a list of contacts in association with PC business. LK/TC/All

7. COMMUNITY:

7.1: Planning Applications:

a) Application No: 20/00086/TPO

Proposal: T1 (Walnut) – prune back (last prune carried out 4 years ago). Reduce individual branches to provide 4m clearance from adjacent roofs. Prune individual branches to provide 1m clearance from all adjacent utility lines (LV and telephone). Grown by 10% subject to TOP 05/2011

Location: 4 Gulley Row, Merton, Bicester, OX25 2UH

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.

**RESOLVED:** The Parish Council made no observations or objections.

c) Application No: 20/00284/F

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.

7.2: Decision Notices:

a) Planning Application No.: 19/01795/F

Proposal: Erection of agricultural workers dwelling - Location: Brashfield, Merton, OX25 2NF - Parish(es): Merton  
Permission For Development Subject To Conditions - Date of Decision: 6th February 2020.

b) Application No: 19/02837/TPO

Proposal: T1 Horse Chestnut- canopy reduction to previous reduction points (Approx. 1m). 10% thin of reactive growth following previous reduction subject to TPO 8/2006 - Location: 1 Pipers Mead, Merton, OX25 2AE

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Parish(es): Merton

Consent Under Tree Preservation Order(S) Subject To Conditions - Date of Decision: 10th February 2020.

## 7.3: Planning Matters:

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

7.4: Traffic Calming: Report from 'Working Group': Clerk to invite representatives to the next PC meeting. TC

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

• Application to County Councillors Discretionary Fund: No update.

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

AB/DR

## 7.5: Parish Magazine/Newsletter:

• Meeting: AB presented a report on the meeting held on 10 February 2020 held in Merton Village Hall with the Chairmen of Ambrosden; Arncoft and Merton and the Vice Chair of Piddington Parish Councils. **RESOLVED:**

• That based on the assessment of its take of Magazines an annual contribution had been arrived at for each parish council; the parish council approved its contribution of £110.00.

• The PC approved the payment under S137 of the Local Government Act 1972; the Parish Council is satisfied that the spend is for the direct benefit of the area or part of the area or to some or all of the inhabitants and is within its S137 limit.

AB/TC

• That an effort would be made to make contributions to the magazine through the PC; Woodland and Traffic Calming Groups; the 'Litter Pick' dates would be distributed on a separate leaflet with the March issue of the magazine.

LK/JC

7.6: Dog Fouling: Following a complaint C.D.C. had been contacted and stickers are to be supplied for posts.

JC/AB

## 8: FINANCE:

8.1: Receipts: -

a) Petty cash and Bookings:

• February 2020: None reported.

AB

b) Allotment Rent for Plots '5' and '6' for 2020- £27.00 – Cheque dated for April 2020 8.2: Account Paid Prior to the Meeting:

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

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

a) Clerks Pay/Exp. January 2020 - £165.65 – Cheque No: 101518.

b) Castle Water Ltd: No invoice presented.

c) Emergency Work to Leak to Ceiling: It was **RESOLVED** to

• Approve a quote for £250.00 plus V.A.T.

AB

d) Community First Oxfordshire (CFO) – Membership Renewal 2020-21 - £55.00 (population between 301-1000): **RESOLVED**

• Not to renew the membership.

e) Data Protection fee - Reminder to renew ICO:00013367835 - £40.00 – Cheque No: 101516.

f) Parish Matters - £110.00 (see 7.5 above) – Cheque No: 101519.

g) J. Copping – Reimbursement Inv. No: NF005138/Nicholas Fencing - £64.95 – Supply one wooden gate latch with straight handle for pedestrian gate Merton Woodland – Cheque No: 101517: Spending approved from 'Woodland Fund' (See 8.8 below).

AB/TC

8.4: Financial Reports and Bank Reconciliation: Documents accepted.

TC/AB

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.

AB

e) Storage Shed: C/fwd.

AB

8.6: Accounts Year Ended 31.3.20:

• Arrow Accounting – Checklist Action: Work in progress.

TC

8.7: Governor of Five Acres School - Bid for funding - sponsorship for some school projects: Clerk to request further information.

TC

8.8: Merton Woodland group: Application for funding from the 'Woodland Fund': **RESOLVED** to:

• Approve the purchase to a cost of £64.95; invoice presented.

• Approve the reimbursement of £64.95 to JC (See 8.3 (g) above).

AB/TC

## 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: There were no matters other than those covered by the agenda.

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. Monday 16 March 2020 at 19.30pm in Merton Village Hall:

# THE PARISH COUNCIL OF MERTON M2/2020

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

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***Draft Minutes subject to Confirmation.***

Approved and Signed by the Presiding Chairman .....

Date .....