

ADDERBURY PARISH COUNCIL – SUMMARY OF DECISIONS

TUESDAY 24 NOVEMBER 2020

Clerk & Responsible Financial Officer
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This is a summary of the decisions and not the formal minutes of the Adderbury Parish Council meeting held on Zoom on 24 November 2020.

If you require further information on the meeting, please contact the Clerk to the Parish Council, Theresa Goss on 01295 710965, during normal office hours.

PRESENT: Chairman Councillor Diane Bratt; Councillors Ian Bailey, Rod Head, Oliver Ighani, Ann Lyons, Martin Rye, Laura Walker and Stephen Walsh.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), County Councillor Arash Fatemian, Trish Fennell, Chris Wardley and eight member of the public.

SUMMARY OF DECISIONS

1. **Welcome** – The Chairman welcomed everyone to the meeting, especially Stephen Walsh as it was his first meeting as a Parish Councillor.
2. **Apologies for absence** – Parish Councillors Sheila August, Jamie Cox, Sue Jelfs and Andy Millard and District Councillors Mike Bishop and Andrew McHugh.
3. **Declarations of Interest** – All Councillors as Trustees of the Lucy Plackett Playing Field. Other interests would be recorded in the minutes.
4. **Minutes & Matters Arising** – The minutes of the meeting held on 27 October 2020 were approved. Increased costs for the St Mary's Road bollards were confirmed and new volunteers were still required to help at Adderbury Library, as it could not open until more had been recruited.
5. **Chairman's Announcements**
 - Keys for the bollards in the Lucy Plackett Playing Field – Councillor Ian Bailey would take responsibility for the keys.
 - Budget Working Group to meet on Tuesday 8 December 2020
 - Sandbags delivery to the Lucy Plackett Playing Field and Dog Close and the village Flood Plan was currently being updated by Councillor Laura Walker.
 - More volunteers from the community were required for 'Adderbury Speedwatch'.
 - Access to the Milton Road field –The Chairman reminded everyone that there was currently no authorised access for the public. The PC has also noted there has been damage to the fence at the north west corner which is on private land owned by the neighbour and should not be interfered with to allow unauthorised access.
6. **Open Forum** – Two residents addressed the Parish Council. Details would be included in the minutes.
7. **Reports from County and District Councillors** – Report from County Councillor Arash Fatemian. No reports from District Councillors.
8. **Planning**

- i) Planning Applications - The planning applications considered by the Parish Council since the last meeting were noted and comments approved.
- ii) Results of Planning Applications - The results of planning applications determined by Cherwell District Council's Planning Committee were noted.
- iii) Oxfordshire Neighbourhood Plan Alliance (ONPA) AGM – Noted.

9. **Village Matters**

- i) Traffic Calming – Report noted, support for the new chicanes on Berry Hill Road and Milton Road and support for the new double yellow lines on the junction of The Rise and Banbury Road. A member of the public volunteered to assist with 'Adderbury Speedwatch'.
- ii) FOCAL – Jackie Head and Parish Councillor Stephen Walsh volunteered to assist with running Adderbury Library.
- iii) The Milton Road Community Project – The Parish Council would be submitting a Section 73 application for a variation of condition 2 for the building stage of the project. This revision was necessary as a result of the shortfall in potential grants now available due to the Covid-19 Pandemic. Information on this revision would be circulated to the village.
- iv) Working for Adderbury Community (WFAC) Working Group – Terms of Reference were deferred to a future meeting.
- v) Works to Footpaths in the Village – Support for the proposed works to Long Wall footpath and a request be made to the County Council for Section 106 funds for a cycleway on Aynho Road to the Business Park.
- vi) Dog Waste Bin – A sign would be erected at the end of Manor Road asking dog walkers to pick up dog waste and disposed of it correctly. Suitable locations for a dog waste bin be investigated and residents in the area be consulted.
- vii) Street Lighting – Deferred to the Annual Parish Meeting 2021.
- viii) Mini Bus Service to Banbury – Deferred to a future meeting.

10. **Parish Council Matters**

- i) Areas of Responsibility – Agreed and published on the web site. Councillors Ann Lyons and Laura Walker appointed to the Cemetery Working Group.
- ii) Health and Safety
 - Annual inspections of play areas – Councillor Rod Head to review the inspection for The Rise and Councillor Ann Lyons to review the inspection for the Lucy Plackett play area.
 - Bridge Parapet (at the Lucy Plackett Playing Field railway embankment) – Inspected by Councillor Sheila August and no change to the structure.
 - The Rise Play Area – Councillor Rod Head to inspect.
 - Lucy Plackett Play Area – No issues, work to cut back the brambles had been completed but could be looked at again before the nesting season.
 - Adderbury Lakes – The path alongside the deer field was closed, Covid-19 signs were in place, along with a one-way system. A structural report had been produced for the dam and would be circulated to Councillors.
- iii) Community Governance Review – The PC's Response to second stage of consultation was approved and would be publicised.
- iv) Committee Minutes and Recommendations – Environment Committee minutes from 10 November 2020 were noted and recommendations approved.

11. **Finance**
- i) Accounts for Payment – The accounts for payment were approved.
 - ii) Bank Reconciliation & Financial Report – Noted.
 - iii) Budget and Precept 2021/2022 – Noted.
 - iv) Internal Audit 2020/2021 – Auditing Solutions quote approved.
12. **Correspondence** – None.

The Lucy Jane Plackett Charity
(One Item)

13. **Party in the Park 2021** – Approved for 19 June 2021.
14. **Public and Press** – The press and public were excluded for item 15, 16 & 17.
15. **Scribe Accounts** – Quote approved.
16. **Grass Cutting/Allotment/Cemetery/Milton Road Field/Lucy Plackett Playing Field Maintenance Contracts 2021/2022** – Milton Road grass cutting contract deferred to the next meeting, other contracts were approved as follows:
- Village & highway areas – Thomas Fox Landscaping
 - Lucy Plackett Playing Field – Green Scythe Ltd
 - Adderbury Lakes – Design Grow
 - Allotment and Cemetery – Rascal Horticultural Services
17. **Registration of Volunteers** – Quote approved.
18. **Meeting Dates** - Future meeting dates are as follows and would commence at 7.30pm at the Church House, Adderbury, unless stated otherwise:
- No meeting in December 2020
 - 12 January 2021
 - 25 February 2021
 - 30 March 2021
 - 27 April 2021
 - 18 May 2021
19. **Items for the Next Agenda (Items of Information Only)**
- Front Gardens in Bloom
 - Mini Bus Service to Banbury
 - Shed at Adderbury Lakes.