

# ADDERBURY PARISH COUNCIL – SUMMARY OF DECISIONS

TUESDAY 29 JUNE 2021

**Clerk & Responsible Financial Officer**  
**Theresa Goss**  
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This is a summary of the decisions and not the formal minutes of the Adderbury Parish Council (Advisory) meeting held on Zoom on 29 June 2021.

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 Matthew Gerrard, Jackie Head, Rod Head, Oliver Ighani, Sue Jelfs, Ann Lyons and Laura Walker.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), County Councillor Arash Fatemian, District Councillors Adam Nell and Andrew McHugh, Jonathan White, Trish Fennell and eight members of the public.

## SUMMARY OF DECISIONS

1. **Welcome** – The Chairman welcomed everyone to the meeting.
2. **Apologies for absence** – Parish Councillor Andy Millard, District Councillor Mike Bishop and Trish Fennell.
3. **Declarations of Interest** – All Councillors as Trustees of the Lucy Plackett Playing Field.
4. **Minutes & Matters Arising** – The minutes of the meeting held on 18 May 2021 were approved.
5. **Chairman's Announcements**
  - Rhoda Woodward's Memorial Service was scheduled to be held on Saturday 10 July 2021. However due to Covid-19 restrictions being extended it is now being held on Saturday 11 September at 11am at the Methodist Chapel, Adderbury followed by refreshments at the Coach and Horses PH.
  - Parish Council Surgeries were due to re-start in July 2021, however due to the Covid-19 restrictions this is not possible. The first Surgery will now be on Saturday 4 September 2021.
  - Councillors Diane Bratt, Andy Millard, Laura Walker had attended Employment training
6. **Open Forum** – Three residents addressed the Parish Council. Details would be included in the minutes.
7. **Reports from County and District Councillors** – Reports from County Councillor Arash Fatemian and the District Councillors detailed in the minutes.
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) Planning Application 21/01966/F, Land to rear of Gracewell Care Home, Gardner Way, Adderbury - Erection of 18 dwellings and access road – Objection.
  - iv) Oxfordshire County Council's Local List of Information Requirement – Councillors to send comments to the APC Summary of Decisions – 29.06.21

Clerk by 8 July 2021.

9. **Village Matters**

- i) Traffic Calming – Noted that chicane works started on 28 June 2021. Closure of western arm of the junction of Milton Road/Horn Hill Road be paused until impact of the chicanes could be assessed.
- ii) FOCAL – Noted.
- iii) The Milton Road Community Project – The purchase of Heras fencing to secure the southern boundary be approved and the use of boulders to block the entrance be investigated; it be agreed that the Chairman and Clerk continue the management of the land and the pitch area including the mowing and other requirements like fertiliser; the Project Management team continues working with the WFAC residents' group to progress the Building Phase of the project and that the Project procedure plan will be brought before the PC as soon as it is ready; and the Chairman, Clerk and Architect be authorised to continue to work on the determination of planning conditions.
- iv) Community Engagement/Parish Council Newsletter – Information from Councillors to be sent to Councillor Laura Walker.
- v) Bench Survey – Bench on The Green be replaced. If the resident who offered to pay for a bench did not agree with the location, the replacement bench would be purchased by the Parish Council.

10. **Parish Council Matters**

- i) Vacancies – Applications were deferred and considered at the next meeting.
- ii) Appointment of Council Representatives & Council Committees and Working Groups
  - Financial Monitoring – Councillor Matt Gerrard
  - 'Paint Means Poo' – Defer to a future meeting
  - Community Speedwatch – Councillor Rod Head
  - Cemetery Working Party & Friends Meeting House – Councillors Sue Jelfs, Diane Bratt, Ann Lyons and Laura Walker
  - Finance/Grants Working Party – Defer to a future meeting
  - Adderbury and Milton Feoffees – Term of Office for Councillor Sue Jelfs expires in October 2021.
- iii) Committee Minutes and Recommendations – Environment Committee minutes for Tuesday 25 May 2021, recommendations noted and approved and the Environment Committee be asked to consider amending the minutes to remove the word 'flooding' and replace with 'drainage issues' or removing the whole sentence.

Grass cutting contractors be asked to lower their blades when cutting the grass verges and in the Lucy Plackett Playing Field.

Issues with blockages in Sor Brook would be reported to the Environment Agency again.

iv) **Health and Safety**

- The Rise Play Area – No further issues to report, except waiting for a quote for safety surfacing.
- Lucy Plackett Play Area – No issues, except waiting for a quote for safety surfacing.
- Adderbury Lakes – No issues, except a branch which had come down.

11. **Finance**

- i) Accounts for Payment, Income & Bank Reconciliation – The income, bank reconciliation and accounts for payment were approved.
- ii) Financial Report – Noted.

- iii) Budget Monitoring – Noted
- 12. **Correspondence** – No items.

**The Lucy Jane Plackett Charity**

- 13. **Review of Signs in the Lucy Plackett Playing Field** – Assess impact of two new signs before purchasing more.
- 14. **Meeting Dates** - Future meeting dates are as follows and would commence at 7.30pm. It is hoped that meetings will now be held in Church House, High Street, Adderbury. Please check the agenda the week before the meeting for confirmation of the meeting venue.
  - 27 July 2021
  - 14 September 2021
  - 26 October 2021
  - 30 November 2021

15. **Items for the Next Agenda (Items of Information Only)**

- Co-options onto the Parish Council
- Quote for Works at Adderbury Cemetery
- Monitoring of brambles at the Lucy Plackett Playing Field
- Bench Survey (Councillor Rod Head)

(Note: In accordance with Parish Council minute number 170/20,

*'the Parish Council agrees to grant the Clerk and Responsible Financial Officer, delegated authority to make decisions on behalf of the Parish Council, where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline'*

the Clerk and Responsible Financial Officer, confirms all of the decisions made during the advisory Parish Council meeting held on 29 June 2021).