

# **MINUTES OF THE ADDERBURY ANNUAL PARISH MEETING HELD AT THE METHODIST HALL, ADDERBURY ON WEDNESDAY 11 APRIL 2018 AT 7.30PM**

**PRESENT:** Councillor Diane Bratt (Chairman); Councillors Colin Astley, Sheila August, Steven Cox, Tony Gill, Rod Head, Keith Mitchell, Martin Rye and Chris Shallis.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk), Trish Fennell, Carol MacKay (Emergency Planning Officer), District Councillors Mike Bishop and Christine Heath, County Councillor Arash Fatemian and seventeen members of the public.

**APOLOGIES:** Parish Councillors Penny Clarke, Ann Lyons and Sue Jelfs and District Councillor Andrew McHugh.

**01/18 MINUTES** - The minutes of the meeting held on 4 April 2017 were agreed as a correct record and signed by the Chairman.

**02/18 MATTERS ARISING** - There were no matters arising from the minutes of the meeting held on 4 April 2017.

## **03/18 PRESENTATION FROM CAROL MACKAY, COUNTY EMERGENCY PLANNING OFFICER**

The Chairman welcomed Carol MacKay to the Annual Parish Meeting.

Carol reported that she was Manager of the County's Emergency Planning Unit which was part of the County Council's Fire and Rescue Service. Her Unit was on call 24 hours a day, ready to respond to any emergency across the County.

Part of her role was to help villages become more resilient and one suggestion to assist in an emergency, was for everyone to have a 'message in a bottle' which was a plastic container stored in the fridge which gave medical information to the emergency services about the occupants of the house, if it was required.

Carol also had leaflets about what to do in an emergency, such as snow, flooding and these should be made available for everyone in the community.

There was also a leaflet about the Oxfordshire Flood Toolkit which provided information regarding flooding and how to prepare for it. Carol also highlighted that funding was available from the SSE Community Fund and applications could be submitted for up to £20,000 per year to make villages more resilient.

There were 'Oxfordshire Be Ready' leaflets which gave information about what to do if the gas, electricity and water supply was cut off. Those who had a child under 5, were aged over 65 years or had a medical disability could be on the priority register. There was no cost to registering with the utilities companies. Items such as generators and bottled water could then be provided to those people in this type of emergency.

There was also an information and alerts leaflet which provided emergency information about how to sign up for alerts.

There was also information about Business Continuity Planning which would be useful to small businesses or those who worked at home about how to prepare for an emergency.

Carol emphasised the importance of Community Emergency Plans and encouraged all villages to develop them. These Plans could feed into the 'Be Ready' leaflet and if there was an emergency in the village, residents could then make contact and check on vulnerable residents if there was

snow, for example. If there was a county wide emergency, there were not enough Emergency Planning Officers to cover the whole county so villages needed to plan and make their parish resilient.

A resident asked Carol whether she would be available to attend the Adderbury community event on 15 September 2018 and Carol advised that she would attend, if she was available.

A resident asked about wireless phone systems and whether it was sensible to have a plug-in phone, as a back-up. Carol advised that it was a good idea, but they would only work in areas with copper wiring. BT was currently rolling out a programme so that everyone connected to a digital exchange and once this was completed, plug-in phones would not work. The County Council had no duty to provide telephone coverage, they could only provide advice on how to manage the situation if there was no coverage. Carol encouraged people to also keep their mobile phones charged too.

A resident asked about regional power outages. Carol reported that there was national risk register and the County Council had planned for a national five day power outage and it was reasonable to could expect it, due to the capacity on the network and also the likelihood of a cyber-attack. She had recently managed two powers outage which lasted more than two days. There were also plans in place for a ten day power outage too.

The Chairman asked Carol about developing a Parish Council Emergency Plan. The Chairman advised that there was already a flood risk plan in the village, but requested a template to broaden this out. Carol advised that there was a template and she would forward this to the Clerk. She could also provide maps of areas that flooded too.

Carol reiterated the message that the SSE provided funding for any groups who wished to apply to make their village more resilient.

The Chairman thanked Carol for attending the meeting and she left at this point.

**04/18 CHAIRMAN'S REPORT 2017/2018 INCLUDING PLANNING MATTERS** – The Chairman presented a report on the Parish Council's work during 2017/2018..

The report covered new Councillors and thanked those Councillors who left the Parish Council in 2017/2018, the Adderbury Neighbourhood Plan, Adderbury Lakes Local Nature Reserve, the Milton Road land and the work of Working for Adderbury Community (WFAC), planning applications, Section 106 Funds, Traffic calming and other village matters during 2017/2018.

All volunteers who supported the Parish Council were thanked by the Chairman for their work.

A resident asked why the Parish Council had not received the £100,000 community benefit for the Friends Meeting House, which had been part of the planning application for one house next to the Cemetery.

The Chairman reported that the original planning application did include an offer of £100,000 for works to the Friends Meeting House, but unfortunately Cherwell District Council did not include it as one of the conditions when the application was approved. Had it been included, it would have been part a legal agreement, such as a Section 106 agreement. This was particularly unfortunate because when the original application had gone to appeal, although the Inspector had refused it, he commented that it was an appropriate community benefit to be included in any future planning consent.

A resident asked if the Parish Council could investigate why this decision had been made, with the support of the District Councillors. District Councillor Christine Heath advised that Cherwell District Council's legal department had not felt that it was an appropriate condition and now the decision had been made, it could not be changed.

A resident thanked the Chairman for all her hard work on the Parish Council.

The Chairman's full report was available on the Parish Council web site. [www.adderburypc.co.uk](http://www.adderburypc.co.uk)

**05/18 THE PARISH COUNCIL'S BUDGET AND FUNDING** - The Clerk presented to the Annual Parish Meeting, the financial report for 2017/2018. The figures had been subject to internal audit and gave an accurate picture of the activities of the year.

A resident asked how much it had cost to engage the services of Hoey Ainscough. The Clerk confirmed that these costs were covered by Cherwell District Council.

A resident also asked the Clerk to confirm the cost of the Parish Poll. The Clerk confirmed it had cost the Parish Council £984.80.

There were no further questions.

**06/18 COUNTY AND DISTRICT COUNCILLORS REPORTS** – County Councillor Arash Fatemian reported that he had been pleased to be re-elected last year and his report would be available on the Parish Council web site.

A resident asked Councillor Fatemian about the number of potholes around the County and he felt that it was a false economy using the 'fill and sweep' method as this was only a temporary fix. He sought reassurance that the County Council would be putting more effort into the construction of roads in the future.

Councillor Fatemian advised on the volume of reports which the County Council had received recently and although it was not ideal, the 'fill and sweep' method was necessary until the situation was under control.

Another resident reported that hitting a pothole had caused damage to her car and Councillor Fatemian advised her to contact the County Council directly about the matter.

Prior to the meeting, District Councillor Christine Heath had circulated a report from the three District Councillors who covered the Adderbury area.

The full report was available on the Parish Council web site. [www.adderburypc.co.uk](http://www.adderburypc.co.uk)

The Chairman thanked the District and County Councillors for their reports and their support over the last year.

**07/18 QUESTION OF RESIDENTS**

There were no further questions and the Chairman thanked everyone for attending and closed the meeting.

(The meeting closed at 8.40pm)

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Chairman  
16 April 2019