

# ADDERBURY PARISH COUNCIL

TUESDAY 26 FEBRUARY 2019

**Clerk & Responsible Financial Officer**  
**Theresa Goss**  
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This is a summary of the decisions and not the formal minutes of the Meeting of Adderbury Parish Council held on 26 February 2019.

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 Colin Astley, Sheila August, Steven Cox, Tony Gill, Rod Head, Vicky Head, Sue Jelfs, Ann Lyons, Garrad Millier and Martin Rye.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), County Councillor Arash Fatemian, Trish Fennell and seven members of the public.

## SUMMARY OF DECISIONS

1. **Welcome** – The Chairman welcomed everyone to the meeting and advised on the procedure for the recording of meetings.
2. **Apologies for absence** – Parish Councillor Keith Mitchell, and District Councillors Christine Heath, Mike Bishop and Andrew McHugh.
3. **Declarations of Interest** – All Councillors as Trustees of the Lucy Plackett Playing Field. Other interests would be detailed in the minutes.
4. **Minutes & Matters Arising** – The minutes of the ordinary meeting held on 15 January 2019 were approved. The minutes of the extraordinary meeting held on 15 January 2019 were approved, with an amendment.
5. **Chairman's Announcements**
  - Statement on the reimbursement of costs relating to the two failed Judicial Reviews – The Chairman advised that the statement had been circulated to the Parish Council and widely around the village.
  - Repair work to the Silent Soldier – A letter of thanks be sent to Mr Peter Jordan for his work to the Silent Soldier and this unanimously agreed by the Parish Council.
  - Emergency work to remove dangerous tree on the Adderbury Court land – The work had been undertaken and the cost was £270.00.
  - Barriers at the Barwood Homes development – The barriers had been replaced and the work was now complete. The Clerk was asked to contact CDC about measures which were in place to address the flooding of the footpath.
6. **Open Forum** – Four residents addressed the Parish Council and further information would be available in the minutes.
7. **Reports from County and District Councillors** – There was no report from the District Councillors. County Councillor Arash Fatemian had circulated his report prior to the meeting.
8. **Planning**
  - i) Planning Applications - The planning applications considered by the Parish Council since the last meeting were noted.

- ii) Results of Planning Applications - The results of planning applications determined by Cherwell District Council's Planning Committee were noted.
- iii) Planning Application 18/00220/F – Once Condition 5 is discharged, minute number 135/17 will be implemented to prepare and sow the pitch area of the field, (subject to the requirements of Condition 3) and it was noted that a contractor had been appointed in January 2018 (Minute 135/17); quotes for a Quantity Surveyor be sought and the Clerk and Chairman be given delegated authority to accept a quote and appoint a QS, up to £1000; and the Chairman and Clerk be authorised to continue to progress the discharging of conditions 5, progressing of the pitch area and continue the management of the land.

## 9. **Village Matters**

- i) FOCAL – Report noted.
- ii) Working for Adderbury Community (WFAC) – Report was noted.
- iii) Annual Parish Meeting 16 April 2019 – District Councillor Andrew McHugh would be invited to attend the APM to give a presentation on his health and well-being role.

## 10. **Parish Council Matters**

- i) Committee Minutes – The minutes of the Environment Committee held on 22 January 2019 were noted and the recommendations were approved.

It was also agreed in principle to continue to evaluate the options as had been outlined in the summary (circulated at the last PC meeting); to focus initially on evaluating those measures currently coloured green or amber, and to recommend the most effective use of the existing available budget for road improvements in Adderbury; and approval was given to spend up to £1000 on the first two low cost, quick win measures: foliage clearance and aspects of enhancement of the gateways, such as repainting.

The next meeting would be held on Tuesday 19 March 2019.

The next meeting of the Staffing Committee was being held on Friday 1 March 2019.

- ii) Judicial Reviews – Noted that the reimbursement of costs to the Parish Council, relating to the two failed Judicial Reviews and that the matter was closed. The legal advice from Spratt Endicott would be circulated to the Parish Council.
  - iii) Strategic Plan 2018 – 2021 – Noted.
  - iv) Councillors Training Courses – Noted.
  - v) Parish Council Surgeries – Three residents attended the Surgery on 2 February 2019.
  - vi) Health and Safety
    - The Rise play area – No issues
    - Lucy Plackett Playing Field/play area – There had been some vandalism to the MUGA and a tree.
    - Adderbury Lakes – No issues
  - vii) Noticeboard at Church House – The quote from Green Barnes for the Oak DN/O 2-Bay 4 x A4 Noticeboard with Posts at £1303.34 plus VAT be accepted and an insurance claim be submitted.
- ## 11. **Finance**
- i) Accounts for Payment – The accounts for payment were approved.
  - ii) Bank Reconciliation and Financial Report – Noted.

- iii) Internal Audit Report 2018/2019 – Noted and approved and the Clerk and Responsible Financial Officer was thanked for her work on the Audit.
12. **Correspondence** – None.

**The Lucy Jane Plackett Charity**  
**(One Item)**

13. **Party in the Park** – The Chairman and Vice-Chairman were authorised to meet with the Committee to ensure that any arrangements for the event are in accordance with the Trust Deed and report back to the Parish Council in due course; subject to a suitable plan, an enclosed area for Party in the Park be authorised for 2019 only and a review be undertaken before planning starts for the 2020 event; and Councillors Rod Head and Garrad Millier be appointed as the Parish Council representatives on the Party in the Park Committee.
14. **Public and Press** – The press and public were excluded for item 15.
15. **Cemetery Hedge** – The quote from Cotefield Treecare was accepted for the work to remove the ivy from the walls. The quote from Mr A Hopper was accepted for flailing the hedge.
16. **Meeting Dates** - Future meeting dates are as follows and would commence at 7.30pm at the Church House, Adderbury, unless stated otherwise:
- 26 March 2019
  - 16 April 2019 (Annual Parish Meeting)
  - 30 April 2019
  - 28 May 2019
17. **Items for the Next Agenda (Items of Information Only)**
- LAP/LEAP/Community Areas, Adderbury Fields
  - Boreholes in Adderbury Cemetery
  - 3 year forward budgetary plan, including Section 106 funds