

FULBROOK PARISH COUNCIL

MINUTES OF FULBROOK ANNUAL PARISH MEETING

Date: Monday 24th April 2017 at 7:30pm

Venue Parish Church of St James the Great

Present:

| | |
|-------------|----------------------------------|
| Councillors | Mr Walford Ingleby WI (Chairman) |
| | Mrs Lynn Newman LN |
| | Mrs Patricia Picking PP |
| | Mr Robert Warner RW |
| Clerk | Mrs Jo Glyde |

District Councillor Derek Cotterill DC and 32 electors attended

For convenience the following abbreviations may be used in some instances in these Minutes.

| | |
|---------|---|
| FPC | Fulbrook Parish Council |
| MEWRRRA | Meadow End & Walnut Row Residents Association |
| OCC | Oxfordshire County Council |
| WODC | West Oxfordshire District Council |
| AONB | Area Of Outstanding Natural Beauty |

1. **Apologies:** Councillor P Burns, Miss J Capon, Mrs M Thompson, Mr and Mrs M Vessey and Mr and Mrs Weller.

2. **Minutes of the meeting held on Monday 9th May 2016**

2.1 WI signed the minutes of the meeting held on Monday 9th May 2016 as a true representation of the business conducted.

3. **Matters Arising**

There were no matters arising from the meeting held on Monday 9th May 2016

4. **Financial Statement**

4.1 The summary financial statement had been distributed before the meeting. The Clerk explained to the meeting that there had been increased costs from the Village Website because it had been hacked in Autumn 2016 and substantial work had to be completed to ensure this could not happen again.

4.2 The financial statement was approved by the meeting.

5. **WODC – Mr Derek Cotterill**

Mr Cotterill read out a report which is attached to these minutes.

As the OCC Councillor was not present DC told the meeting about the progress OCC is making regarding the number of HGVs in Burford. Finally there seems to be movement in creating an exclusion zone prohibiting HGVs entering the area between Charlbury, Chipping Norton and Burford.

Questions from the floor:

Mr N Field-Johnson asked about the Unitary proposals for Oxfordshire. DC stated that WODC is against a Unitary Authority, as it does not believe that the savings envisaged are proportionate to the changes which will be necessary to implement the Unitary structure. It

Signed

Chair of Fulbrook Parish Council

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also believes that Council Tax will go up with a Unitary Authority and that the financial reserves may become depleted. At present there are 49 councillors covering the WODC area, under the Unitary proposals there will be 25 covering a larger area.

Mr Bob Tivey BT asked about the decision making process for Unitary Oxfordshire. DC stated that it would go to central government for a decision, because there was not a consensus between the District Authorities at present.

BT also spoke about the current difficulties experienced in the village with traffic and the deterioration of the roads and questioned if the time was right for a Burford by-pass. DC stated that WODC monitors air pollution, in 2 places in Burford; at Cobb House (at the bottom of Burford Hill) and at the Stone Gallery (in the middle of Burford High Street). Currently these air pollution levels (between 36 – 38mg/m³) are only slightly below that EU maximum of 40mg/m³. The exclusion zone may be a better solution to this problem.

6. **Annual Parish Report**

WI presented his report. A copy is attached with these minutes.

Parishioners had read the report when distributed throughout the village prior to the meeting and had forwarded questions to WI.

The road surface on the A361, above the mini roundabout had been described as dangerous, with the surface destroyed. It has been patched regularly. WI encouraged those with time to continue to log this, as the Clerk has done, on the Highways website. When the new OCC Councillor is in post it is hoped that this may assist in taking this problem back to OCC.

Speeding through the village continues to concern residents. WI explained that the Parish Council has requested that the Speed van return and monitor the speed of cars travelling through the village. Another VAS (vehicle activated sign) is being considered. The Parish Council will investigate the costs and positioning possibilities for this. Mrs R Seymour expressed concerns for her families' safety, living at the bottom of Shipton Hill.

BT suggested adopting similar signs to those recently put up in Swinbrook "20 is plenty"

Mr John Harrington asked if speed humps and/or village gates might be a possibility.

Mrs G Kay reported that when she was a Parish Councillor they had been advised that these ideas would not be possible on an A road.

FPC to consider the different methods of slowing down the traffic at the next FPC meeting. **FPC**

Parking on grass verges causes problems for pedestrians and can cause issues with water mains below the verges. Residents are advised to park on the road, not the verges and this will slow the traffic down also.

Fulbrook Playpark. The lease needs to be negotiated with Cottsway Housing Association, as it expires in 2018. Some residents have expressed concerns that the play equipment is not appropriate for the age of children using the Playpark. There was also a suggestion that with more children playing on the area of grass in front of Orchard Row (also leased from Cottsway) it might be possible to install some play equipment there. This would have to be discussed with Cottsway.

FPC to negotiate with Cottsway Housing Association regarding the lease for the Playpark. **FPC**

Grass cutting. WI explained that the grass cutting grant arrived from OCC very late last year and the Parish Council had to suspend cutting for a month. Because of the lack of funds it was decided to concentrate the grass cutting on the A361.

Mr A Picking asked about cutting the verges on Westhall Hill. WI stated that each resident cutting the area in front of their own property would be appreciated.

7. **Reports from Support Groups**

7.1 **Maggie Thompson (MT) Chair, Amenities Group**

MT was unable to be at the meeting. The report for the Amenities Group will be attached to these minutes.

WI stated that MT was to stand down from the Amenities group after the Plant Sale on May 20th and that new volunteers were needed to help with these activities in the village.

7.2 **Patricia Picking (PP), Burford and District Society**

A short and informative report was presented by PP, a copy of which is included with these minutes.

7.3 **John Harrington (JH), Fulbrook Meeting Place**

JH presented a short report on the activities that have taken place at the Fulbrook Meeting Place over the past year and plans for the future. A copy of the report is included with these minutes.

8. **AOB**

8.1 WI proposed thanks to Mr J McCallum for the work he does on the Neighbourhood Watch scheme.

8.2 WI also thanked the team working on the Fulbrook News (a quarterly village publication) for the high quality of the magazine they produce for the village.

9. **Date of Next Meeting**

9.1 A date of Monday 18th June 2018 was proposed for the Annual Parish Meeting 2018.

The meeting closed at 8.45pm

FULBROOK PARISH COUNCIL

Receipts and Payments Account for the year ended 31 March 2017

| RECEIPTS | 2015/2016 | 2016/2017 |
|------------------------------|------------------|------------------|
| Precept/Election Costs | 4095.00 | 4185.00 |
| Interest | 36.29 | 29.29 |
| Agency (OCC Grass Cut Grant) | 1173.93 | 1173.93 |
| Plant Sale/Marquee | 1562.73 | 1215.42 |
| Grants/Donations/Fees | 179.74 | 115.00 |
| VAT Refund | 777.12 | 539.24 |
| Total | 7824.81 | 7257.88 |

| PAYMENTS | 2015/2016 | 2016/2017 |
|---|------------------|------------------|
| Establishment | | |
| Admin (incl subs) | 1191.34 | 894.97 |
| Website | | 546.00 |
| Wages | <u>2340.00</u> | <u>2340.00</u> |
| | 3531.34 | 3780.97 |
| Village Running Costs | | |
| Grass Cutting | 2124.68 | 1258.00 |
| Amenity Projects | 261.51 | 227.40 |
| Play Park | <u>266.96</u> | <u>213.70</u> |
| | 2653.15 | 1699.10 |
| Grants/Donations | | |
| Sec 137 | 770.00 | 1015.00 |
| Donation CAB (Sec 142) | <u>60.00</u> | <u>60.00</u> |
| | 830.00 | 1075.00 |
| Contingency (refill of salt bins/tree work) | 0.00 | 0.00 |
| War Memorial refurbishment | 755.00 | 0.00 |
| VAT | 539.24 | 337.00 |
| Total | 8308.73 | 6892.07 |

| SUMMARY | 2015/2016 | 2016/2017 |
|---|------------------|------------------|
| Balance b/fwd @ 1 April | 11637.28 | 11153.36 |
| Add total receipts | <u>7824.81</u> | <u>7257.88</u> |
| Subtotal | 19462.09 | 18411.24 |
| Less total payments | <u>8308.73</u> | <u>6892.07</u> |
| Balance carried forward @ 31 March | 11153.36 | 11519.17 |

Signed

Chair of Fulbrook Parish Council

Date

Annual Parish Meeting, Fulbrook –April 2017

WODC Councillor Report.

A lot has happened during the past year and much of it unseen or unnoticed by the general public.

The waste contract with Kier Group finishes in October and they have had difficulty meeting their contractual obligations so changes are being introduced before the contract expires. The main problem has been the vehicles which are approaching end of life and breaking down quite frequently. Ubico Ltd will have the new contract from October 2017 and have already started by collecting the green waste which is now chargeable at £30 per bin. Ubico will have their own trucks on the road in July but will use leased vehicles as from April 1st for the green waste collection. This move will allow Kier to have more reserve vehicles of their ageing fleet to replace any failed units.

20 vehicles are needed in West Oxon for the household waste, recycling and green waste collection. Some are 26 tonne large rear loaders and some are smaller for locations which are difficult to access.

Ubico Ltd is company formed from Local Authority staff and covers West Oxon, Cotswold District, Stroud, Cheltenham and Forest of Dean. For performance it is answerable to the District Councils in its operating area and it is a non-profit company.

Environmental Services have also been amalgamated across several Districts to form a new company called ERS Ltd. Again the Local Authority employees have been transferred to this new entity.

Management staff from the Districts are being transferred to a new umbrella company called Publica Ltd and it is to this company that councillors will look for performance information and cost savings. The former Chief Executive from West Oxon, David Neudegg, is the Managing Director of this new company which covers several Districts.

The above business model has achieved a 14% cost saving overall for all Districts involved.

The OCC Unitary idea is currently “on hold” awaiting the outcome of the County elections. Termed “Better Oxfordshire” is proposes a £20m saving on a budget which is somewhere between £718m and £870m according to different publications. A 2.4% saving which is so small it does not clear the margin for error; it could be lost, evaporate, at any time.

Car Park Survey. Last year WODC engaged consultants at £60,000 to conduct a car park survey throughout the District, published in October 2016. The results for Burford show that the Guildenford occupancy is 100% on Saturdays from 12:00 noon to 16:00 dropping to 90% at 17:00. On street parking is at 90% most days and near 100% on Saturdays. It states “there is a small amount of capacity on weekdays and zero spare capacity on a Saturday afternoon.” Alarmingly the survey ignored the Warwick Hall and its impact on parking; it does not even mention it.

The survey gives a four point Action Plan:

- Investigate options to provide more parking spaces. Dialogue with the community and review options and costs for delivering a new car park. WODC Action but nothing heard from them yet.

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- TROs to provide more short stay spaces on the High Street. Action WODC & OCC.
- Create a fund to improve parking from S.106/CIL. WODC/OCC action.
- Relocate the coach park.

We tried to get S.106 money from both the Warwick Hall project and the Shilton Road one but the planners ignored the requests in both instances. In fairness those requests did predate this parking survey.

Planning is not a precise science; it is guided by policies and open to subjective interpretation by planners. Warwick Hall was handled by Jon Westerman while at WODC. He would not continuance money for an enlarged car park and surveys were quoted which showed Warwick Hall use would be late in the day and not conflict with parking requirements.

Yet he and Andrew Tucker were emphatic that any development on the Shilton Road would require an enlarged car park as a matter of course. Andrew Tucker retired and Jon Westerman moved into private practice, the current planners ignored the car park issue when the Shilton Road reports were written and so did the Planning Inspector. WODC inserts a planning requirement for broadband infrastructure to each house on new developments but the Planning Inspector deleted that also as not relevant!!

Warwick Hall, as you know is a fine building and a much needed redevelopment of the site. Hopefully, you agree that the WODC planners have allowed a structure which blends with the surroundings.

Planning has been and is the most contentious area for the District Councillor to deal with. The biggest problem is the conflict of interest criticism either real or illusory. Several unseen jobs are allocated to councillors when they are elected, health committees, traffic roles, CAB, Cotsway directorships, other trusteeships, etc. In my case I have Burford School Foundation governorship, OALC Executive Committee dealing with legal and training for town and parish councils, and traffic advisory positions. The Burford School Foundation responsibility was a direct conflict for planning purposes and meant that I did not take part in decision making.

The Local Plan and outline application for Coles field, site 144, are entirely different.

This month the Local Plan 2031, as published November 2016, will be subject to examination which resumes on 9th May with the Planning Inspector hearing evidence and arguments for and against the broad calculations, policies, the basis and structure of the main sections of the plan. This is stage 2 and on 11th July he will hear arguments for and against the individual sites listed in the plan. Previously submitted written evidence carries as much weight as any verbal statements made at the hearings. Each stage is anticipated to take two weeks.

I have submitted a written objection to policy BC1b which proposes 85 houses on land east of Burford. I have objected to allocation of this land in the Local Plan on various grounds and suggested a better site, site 433, exists to the west of Burford on land owned by the County Council. This objection is quite separate and predated the application by Carterton Construction for outline permission to build 85 houses and a 60 bed care complex on the same land. I have not and shall not object to the Carterton Construction application as I need to read all documentation, hear the officers' evidence both WODC and County, and listen to debated issues at the Uplands Committee

Signed

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meeting to which the application is brought before making my decision. I reiterate that this consideration of the planning application is quite separate to the Planning Inspector's hearings and considerations.

Luckily, there is no such contentious issue in Fulbrook as the one site, 401, identified for development is not regarded as suitable in the SHELAA published December 2016.

When councillors get involved in demarcations such as the above it is quite usual for them to clear their position and seek the advice of the Legal and Democratic Services officers in WODC as I have done frequently during my 11 year tenure as a Councillor.

Finally, Environment. We experience sewage flooding in Carterton and Brize Norton. Thames Water are measuring flows and tankering raw sewage from various points, Brize, Shilton, Witney, etc., Getting Thames water to lay larger pipes and improve the infrastructure is proving difficult in spite of the number of houses being built, or allowed for building, throughout the District.

Derek Cotterill

22 April 2017

FULBROOK PARISH COUNCIL ANNUAL REPORT 2017/2018

Your Parish Councillors for the period covered by the report are:-

Wally Ingleby (Chairman).Gavin Beveridge (Vice Chairman) Lynn Newland, Tricia Picking, Bob Warner. Our Parish Clerk is Jo Glyde, who can be contacted via the Web site www.fulbrookvillage.net

During February 2017 we received Gavin's resignation from the Council which we reluctantly accepted. Peter Burns offered his services to the Council and was duly co-opted at the February meeting after the customary election procedures had been completed.

The Parish Council would like to express their sincere thanks to Gavin for all his contributions in the last three years as Chairman.

2016/17 Achievements:-

- *Throughout this period the Council have been negotiating with the war memorials trust to secure a grant for the Final phase of the refurbishment works to our Village War Memorial. We are pleased to report the successful outcome of that work and the award of £3240 subject to the completion of the works and the signing off by the officer in charge. This represents 75% of the cost of the works.*
- *Parish Councillors monitoring of the Play Park has been undertaken weekly with maintenance tasks resulting from those inspections being completed immediately. Followed by Annual ROSPA checks.*
- *Planning applications for the village continue to be received, mainly for small extensions etc. However this year we have seen 2 new build Houses proposed adjacent to the Carpenters Arms. Whilst the objections of the council were not upheld we have managed to have a number of amendments included in the proposal. In all we had 12 new Planning applications throughout the year.*
- *Speeding through the Village continues to be a major issue for us all. The speed sign at Upper End has been repaired. We have contacted the Police on a number of occasions to supply the speed camera van, which seems to be very busy. We are now investigating further speed restriction aids that we can adopt.*

2017 Forward planning.

- *Our lease for the Play park will shortly come up for renewal. The Council would like to hear any comments and suggestions there may be on the suitability of the area and its equipment. Please channel these to the parish clerk.*
- *Working closely with the amenities committee there are plans to run the Plant sale this year on May 20th. There will be the usual programme of Village clean ups. Further news and information on the amenities committee can be gained from Maggie Thompson at 01993 824852.*

- **Grass cutting Grant approval has been received for the New Year. This grant was cut by 50% two years ago and remains at this reduced level. At the moment we have agreed with the contractors 12 cuts for the year, restricting this to the Main A361 and the small verge on the approach to the Church. The path from upper West Hall Hill to the 10 steps will also be strimmed twice in the year. Those who volunteer to cut verges outside their property are vital to the village.**
- **The precept has been set for the year 31st March 2017/18 at £4400. This represents a £100 increase for the Year to March 2018. The Full Financial Statement will be available at the Meeting for discussion and is available on the Website from the mid-April.**
- **The Fulbrook Village website has been made somewhat easier to use, we continue to improve this service to the village, please join me in expressing thanks to Phil Glyde who voluntarily has taken on the task and continues to assist the IT activity with great enthusiasm. Thank you Phil.**
- **The outcome of the Public service cuts has rendered the village without a full Bus service. A voluntary organization The Villager runs Bus services through the village on Wednesday and Fridays. Regrettably we have little or no footfall using this service, my concern going forward is that this will also be withdrawn and the asset redeployed elsewhere.**
- **The Fulbrook Newsletter editorial team has again improved the Newsletter for the village and a big vote of thanks should go to them for their continued dedication to the village in improving communication for all residents. Constructive views and opinions on the Newsletter will always be welcome and can be channelled back through www.fulbrookvillage.net.**
- **The Parish Council has applied for a transparency grant to purchase a laptop computer for dedicated Parish Council work. This will ease the handover of responsibilities for the Parish clerk when the need arises.**

Finally I would like to express my thanks to all of the councillors who have been instrumental in managing the various aspects on behalf of the village. Volunteers are a precious commodity and the commitment from the small team has been exceptional. Thank you to all. We look forward to seeing as many residents as possible at the Annual Parish Meeting on Monday 24th May 2017. Please do come and join your Councillors for a drink at 7pm before the meeting starts at 7.30pm.

FULBROOK AMENITIES GROUP

2016/2017 REPORT

The people living in Fulbrook realise the work of the Amenities Group is for the benefit of the village and that we co-ordinate the Spring and Autumn Clean-ups, the Plant Sale and usually an Annual Social Event.

Plant Sale 2016

The 2016 Plant Sale mainly took place under cover due to several downpours however, this didn't appear to deter anyone and yet again the event was a great success raising £940 which helped to cover the costs of the village party celebrating the Queen's 90th birthday! This year the Plant Sale is on 20th May from 10am 'til Noon at Woodgrove House, Fulbrook, by the kind invitation of Sue and Richard Newport.

The Queen's 90th Birthday Celebrations 2016

The Queen's 90th Celebrations was a true success. The bunting was fluttering underneath the canopy of the marquees and although initially the rain poured down even the sunshine came to the party in the end. There was something for everyone; including a delicious BBQ, Music, a great game of 'Rounders', a well stocked Bar, a Pymms Tent, Face Painting and scrumptious Cakes which stole the show and tempted everyone! It was a superb atmosphere and the celebrations were a true village event with all volunteers making it a tremendous success. It wouldn't have been the same without your help, for which we are truly grateful.

A special thank you to ALL THE FANTASTIC VOLUNTEERS, Bob and Pauline Warner who hosted the event, and also the organising committee: Jo Glyde, Frankie Fowkes, Lynn Newland, Gavin Beveridge, Simon Dean, Jamie Long, Phil Glyde.

Carol Singing December 2016

Once again, we were delighted that so many people took part in the Christmas Carol Singing walk. The children at Meadow End joined in the Carols with great enthusiasm and we were offered kind hospitality by Jack and Sandra Swallow who made delicious mince pies, sausage rolls and warm drinks for everyone. Next, we made our way up Westhall Hill only to receive a further warm welcome and kind hospitality by Richard and Diana Lethbridge. It was, as always, a real treat! Thank you to everyone.

Spring Clean 2017

Thank you to all those residents who turned out on Saturday 22nd April to help with

Signed

Chair of Fulbrook Parish Council

Date

the Village Spring Clean. The sun was shining in sharp contrast to last year when there was sleet and snow! We had a great turn-out and all the pruning of shrubs, weeding of verges and innumerable general maintenance tasks made a noticeable difference towards smartening up the village in readiness for the summer months ahead.

Committee Members

It was my intention when I took up the post as Chair of the Amenities Group to step down after 2 years. Nonetheless, 4 successful years have flown by, and I will be stepping down after the Plant Sale in May. I have been supported by some tremendous people, all of which have giving me invaluable help, for which I am truly grateful!

I do however, have some concerns about the Amenities Group Committee's longevity. Albeit that the events organised by the Group are of a great success and tend to run smoothly, we still struggling to retain Committee Members who wish to give their time year on year to organising these events. Membership grew from 2 at the beginning of 2016, peaked at 6 around the time of the Queen's Birthday Celebrations, then fell back to 3 at the beginning of 2017. Over the last three years we have posted requests for new members in the local newspapers, spoken to people at events and local Societies' meetings to encourage new members; all of which has prompted some interest but not enough for people to want to attend the Amenities Group as Committee Members.

Summary

Contributions from Funds raised during 2016/17 have been made towards a variety of projects and improvements including; the renovations and upkeep of the Fulbrook War Memorial, the Millennium Steps and The Queen's 90th Birthday Celebrations.

Our Committee Members are:

Frankie Fowkes Jo Glyde Margaret Thompson

The Amenities Group welcome all newcomers to the sociable meetings, held about 4 times a year in the Carpenter's Arms Pub, Fulbrook. If you are interested in joining us please contact me Margaret Thompson on 01993-824852.

A web-page containing information about the Group's activities is on Fulbrook Village's website. If there are any photographs on the web-page you would wish to be removed, please contact Jo Glyde, on 01993-823023.

Margaret Thompson
Chair Fulbrook Amenities Group.

FULBROOK PARISH COUNCIL

Report 24th April, 2017 from representative to Burford & District Society.

I represent Fulbrook on the Burford and District Society committee. The Society is open to everyone the annual subscription next year is to be £10. They hold 5 social talks each year mainly on local topics or by local speakers, 4 held in the Methodist Church on a Tuesday evenings also a talk is planned for October titled The Queen Mother's Jewels, a light lunch at extra cost is served in the Bradwell Grove Village Hall.

Burford & District Society Committee promotes and protect the town and local villages and we have benefited from their support in the past. Please let Jo our Parish Clerk know if you wish to represent Fulbrook.

P. Picking

Fulbrook Meeting Place Report for 2016

The regular events of weekly Fitness Group and monthly Lunch Club and Coffee Mornings continue to go well with membership numbers holding. Regrettably the new team running the Fulbrook Forum (was Fulbrook Fellowship) decided to move their meeting venue to the Carpenters Arms. Many thanks go to the Fulbrook Fellowship for their support over the past 10 years and we wish the new regime every success. We are pleased to report that Frankie and Danny at the Carpenters Arms are very generously donating the £15 fee we used to receive each meeting as they do not want the church to be out of pocket.

We only held 3 events in 2016 – a Quiz in April, with questions from David Foster, which was a great success and fun-filled evening. Then we had Open Gardens in June with refreshments being served at the FMP. The weather was not helpful and consequently visitor numbers and revenue were down on 2014. Finally in December we held a wonderful evening of music organised by Brian Kay with the Burford Singers. Everyone present thoroughly enjoyed the music and listening to Brian's excellent story-telling.

In total the FMP raised nearly £4200 in the year which went towards the upkeep of our beautiful church.

It was decided during the year that, as everything at the FMP was running smoothly, the need for a management committee had diminished to such a degree that it was no longer necessary. Immense thanks go to Diana Lethbridge, Jacky Harrington and the members of the committee, over the years, for all the hard work carried out in establishing the success of the FMP. Bookings for now will continue with Chrissy Wright and any future Fulbrook Meeting Place issues will be handled by a representative on the PCC.

Plans are in hand for 2017 and 2 events are already being organised – the Great St James Tea Party at Waterloo Farm, by courtesy of Martin and Deborah Knight, on Saturday July 8th and a Saints Day Supper, at the FMP, to be organised by Lyn Bibbings & Peter Burns and Jacky & John Harrington on Saturday 29th July.

Many thanks go to everyone who contributed towards the fundraising events and to the support of those attending. We now look forward to a successful 2017.

John Harrington
21.04.2017

Signed

Chair of Fulbrook Parish Council

Date