

## FULBROOK PARISH COUNCIL

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### MINUTES OF ANNUAL PARISH COUNCIL MEETING

<b>Date:</b>	<b>Monday 14<sup>th</sup> March 2018 7.30 pm</b>	
<b>Venue</b>	Parish Church of St James the Great	
<b>Present:</b>	Councillors:	Mr W Ingleby WI (Chairman) Mr P Burns PB Mr M Taylor MA Mr R Warner RW
	WODC Councillor:	Mr D Cotterill DC
	Clerk:	Mrs J Glyde (Clerk/RFO)
<b>Apologies:</b>	OCC Councillor:	2 parishioners were present. Mr N Field-Johnson NFJ

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

FPC	Fulbrook Parish Council
OCC	Oxfordshire County Council
WODC	West Oxfordshire District Council
OALC	Oxfordshire Association of Local Councils
NALC	National Association of Local Councils
CFO	Communities First Oxfordshire
CHA	Cottsway Housing Association

#### **1. Election of Chairman**

- 1.1 Mr W Ingleby was proposed by RW and seconded by PB and was elected Chairman.
- 1.2 WI completed the Chairman's declaration of Acceptance

#### **2. Election of Vice-Chairman**

- 2.1 Mr P Burns was proposed by WI and seconded by MA and was elected vice-chairman.

#### **3. Public participation**

- 3.1 Mrs A Weller raised the planning application 18/01079/FUL, Bluebell Cottage, Upper End, Fulbrook. Mr and Mrs Weller have concerns as to the suitability of the materials used for the annex in an AONB. The use of the building was also thought to be unsuitable for the suggested purpose. WI stated that FPC councillors are presently examining the plans and will make comments to WODC when there has been an opportunity for everyone to see the plans.
- 3.2 Mrs Forrest has asked the clerk and chairman whether the area of grass at the bottom of Westhall Hill will be cut by the contractor. The contractor, McCrackens has completed 2 cuts of the verges so far this year. This area was not cut the first time but was on the second cut.  
**Clerk to contact McCrackens and ask if this area is included in the normal cut.**
- 3.3 WI pointed out that the grass cutting grant is primarily for the A361. More of this will need to be cut this year, because OCC have finally cut back the hedges, meaning more grass will need cutting back.

**Clerk**

Signed

Chairman, Fulbrook Parish Council

Date

#### 4. **By Laws, Committees and Standing Orders**

FPC currently has no committees or bylaws. FPC will adopt the mandatory standing orders as set out in bold type in the NALC publication 'Standing Orders for Local Councils' as amended on August 6<sup>th</sup> 2014 to reflect the Openness of Local Government Bodies Regulations 2014.

#### 5. **Declarations of Interests**

There have been no changes to Councillor's interests, and there were no interests to declare regarding items on the agenda.

#### 6. **Minutes of the meeting held on March 5<sup>th</sup> 2018**

WI signed the minutes of the meeting held on Monday March 5<sup>th</sup>, 2018 as a true representation of the business conducted. Proposed by RW and seconded by PB

#### 7. **Matters Arising**

- 7.1 WI wrote a letter to the owner of Wagtail Cottage and the contractor completing the work asking for the road to be swept of mud from the landscaping works and the grass restored on the verges.
- 7.2 The works at the Carpenters Arms have not been impeding the road as much so it has not been necessary to involve OCC.
- 7.3 Clerk sent e mail to OCC councillor and subsequently some potholes have been repaired in Upper End.
- 7.4 Clerk paid OALC subscription for 2018/19.
- 7.5 WI has taken over the responsibility for the War Memorial.  
**WI to contact Harri stone, the contractor, regarding the necessary repair.**
- 7.6 It was decided that RW would plan a bonfire/beacon on November 11<sup>th</sup> 2018 to commemorate the end of the 1914-1918 war.

WI

#### 8. **Reports from District and County Councillors**

- 8.1 NF-J sent his apologies to the meeting. His report is attached to these minutes.
- 8.2 DC reported on the recent election. Conservatives have a reduced majority on the District Council. Finances are continually under pressure and there is increased shared services between WODC/Cotswold/Cheltenham/Stroud. All WODC staff are now employed by Publica. Housing allocations are being dealt with in the Forest of Dean. Burford Town Council are looking to purchase some VAS (vehicle operated signs) to slow down the traffic.

#### 9. **Finances**

- 9.1 The Financial Statement for 1<sup>st</sup> March - 31<sup>st</sup> March 2018 was proposed by WI and seconded by MA.
- 9.2 The Annual Audit report was completed by Mr J Yeatman on April 10<sup>th</sup> 2018. There were no comments to present to FPC
- 9.3 The Certificate of Exemption, Annual Governance and Accountability Return 2017/2018 (AGAR) was signed by the Chairman and the RFO.
- 9.4 The Annual Governance Statement 2017/18 was signed by the Chairman and the RFO.
- 9.5 The Accounting Statement for 2017/18 was signed by the Chairman and the RFO.
- 9.6 The Bank Reconciliation 2017/18 was agreed by the meeting.
- 9.7 FPC unanimously decided to take out a 3year Insurance policy with the company Inspire, through the Brokers Came and Co, at a cost of £345.23 per year. This includes a £50 premium to the broker.

**Clerk to prepare payment for the insurance policy**

Clerk

**10. Planning**

The only planning application to be discussed was 18/01079/FUL, Bluebell Cottage, Upper End. There are no decisions received in the past 2 months. One councillor has yet to have an opportunity to look at the suggested plans. The other three councillors agreed that this planning application was not the correct quality for an AONB, that it might be a smokescreen for other activities, and that the road could not take any more traffic. It was commented that there already seemed to be 3 Air BnB properties in Upper End.

**WI proposed objecting to these plans which was agreed by the meeting.  
Clerk to submit comments when received from the Chairman**

WI/Clerk

**11. GDPR**

11.1 Clerk had previously circulated to FPC a suggested Privacy and Policy notices under these GDPR (General Data Protection Regulations) which take effect from 25<sup>th</sup> May 2018.

WI proposed and RW seconded acceptance of the Privacy Notice.

11.2 WI proposed and RW seconded acceptance of the Policy for Data protection for FPC.

**Clerk to display privacy policy on village website**

Clerk

11.3 FPC has had to consider appointing a DPO (data protection officer). An amendment to the legislation, which will mean that parish and local councils do not have to appoint a DPO, is presently being considered by parliament. FPC will wait until this amendment has been considered before making a final decision on this appointment.

**12. Village Amenities**

MA thanked Mr and Mrs R Newport for their help in providing the venue and support for the successful Village Plant sale on May 12<sup>th</sup> 2018. Many people provided plants, cakes etc. The sum of £1,353.79 was raised.

The Amenities Committee has ideas for another event, possible a Barn dance or rounders match. Details to be notified when a suitable venue has been found.

**13. Community Speedwatch(CS)**

Mr R Newport (RN) presented a short report on the activities of CS. He has found giving the volunteers feedback about the success of their sessions helps to motivate them. More volunteers are needed to ensure the project has an impact on the cars speeding through the village. RN would like to have more feedback from the TVP as to the number of letters being sent to the offending vehicles.

**Clerk to invite local PCSO to the APM to talk about the importance of CS.**

Clerk

**14. Date of Next Meeting**

14.1 Annual Parish Meeting Monday May 21<sup>st</sup> at 7.00 pm  
Next meeting of FPC Monday July 23<sup>rd</sup> 2018 in the FMP at 7.30 pm

## **REPORT TO FULBROOK PARISH COUNCIL MARCH 2018 FROM CLLR NICHOLAS FIELD-JOHNSON**

### **GENERAL OCC REPORT**

#### **OCC BUDGET 2018/19**

OCC agreed its budget at a Full Council meeting on 13 February following a five-hour meeting of all 63 county councillors. Council Tax will rise by 5.99%, the maximum amount allowed without a referendum. Key points include:

- Finances are sound compared to other councils, with difficult decisions having already been taken
- The Council Tax rise will deliver extra money for adults and children's social care
- Proposal to extend £500,000 contribution for homelessness for an extra year in 2019/20 (subject to consultation)
- 10-year programme to improve transport network and release more money for road maintenance
- £15,000 for each of the 63 county councillors to spend on local priorities in their area

#### **GROWTH DEAL**

As detailed in the December and February reports, the Oxfordshire Growth Board\* has reached an outline Housing and Growth Agreement (Growth Deal) with Government. This will see an additional £215m of investment over the next five years to build infrastructure, support the delivery of new homes and boost economic productivity across the county. The Growth Deal has now been agreed by the six councils.

\*The Oxfordshire Growth Board comprises the six councils: Cherwell District Council, Oxford City Council, Oxfordshire County Council, South Oxfordshire District Council, Vale of White Horse District Council and West Oxfordshire District Council, together with the county's Local Enterprise Partnership (OxLEP).

#### **OCC STEPS UP POTHOLE WORK AS WINTER HITS THE ROADS**

Repeated cycles of ice, thaws and snow created the worst possible weather conditions for roads over the last few months leading to a rise in reports on Fix My Street from 3,000 pre-Christmas to 7,000 during January. OCC has drafted in more staff to carry out inspections and contractors Skanska are sending out more teams to carry out repairs. An additional Dragon-Patcher is now in action on the road network travelling round on an 'inspect and fix' basis on the rural network. There is also good news in the form of almost £1m in extra funding from the Department for Transport in recognition of damage done to the roads by bad weather. This money will be spent on road patching later this year as that will give longer lasting benefits and better value for money. Defects that make roads hazardous will be dealt with within 24 hours as usual. Remember, if a defect has paint markings around it then it has already been scheduled for repair and does not need a new report.

#### **OXFORDSHIRE'S LIBRARIES ARE THRIVING – NOT JUST SURVIVING**

Libraries Minister Michael Ellis MP attended the official opening of Oxfordshire County Library in February. The newly refitted facility welcomed more than 100 guests including staff, volunteers and community groups who have helped ensure the county's 43 branches have a bright future.

Mr Ellis toured the library and spoke with staff and volunteers about its transformation and wider network of Oxfordshire branches. He said: *"This is a wonderful example of a library that is an integral part of the community. We want to see libraries thrive - not just survive - and this is an example of a library that is clearly thriving. This is a classic example of how to do it and protect our libraries, and they are still greatly valued by many people."*

## **CARE QUALITY COMMISSION (CQC) REVIEW IN OXFORDSHIRE**

The Care Quality Commission (CQC) visited Oxfordshire in November 2017 to carry out one of 20 targeted reviews taking place in England. The CQC report, published on Monday 12 February says: *"People were treated with kindness when they moved between health and social care services. Frontline staff were dedicated and provided person centred care, going the extra mile for people they cared for."* Across all areas of health and social care, an above-average proportion of services achieve a 'good' or 'outstanding' CQC rating in Oxfordshire, compared to the national average. However, there remain significant challenges to join up services across organisations in Oxfordshire. The final report has provided areas of action for senior managers in the NHS, social care and other bodies to act upon to make the whole health and care system work better. All of the CQC's recommendations for actions have been agreed by the five organisations involved which are:

- Oxfordshire County Council (local authority)
- Oxford Health NHS Foundation Trust (OHFT)
- Oxfordshire Clinical Commissioning Group (OCCG)
- Oxford University Hospitals NHS Foundation Trust (OUHFT)
- South Central Ambulance Service NHS Foundation Trust (SCAS)

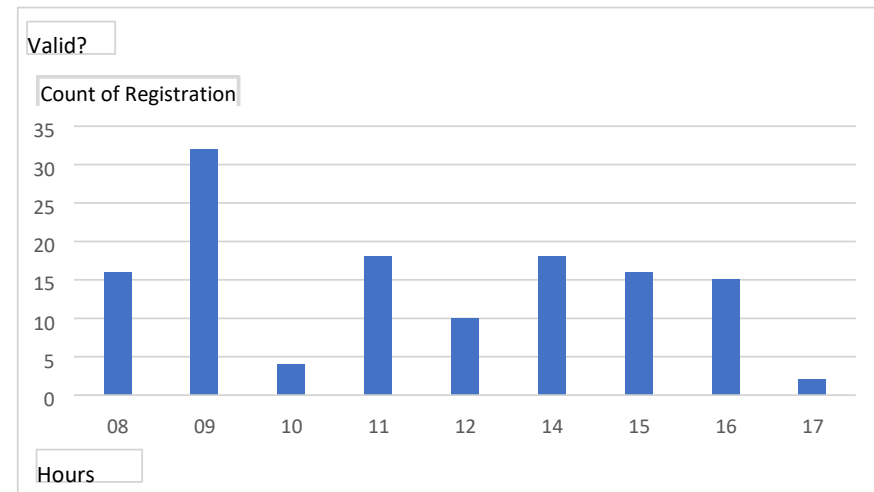
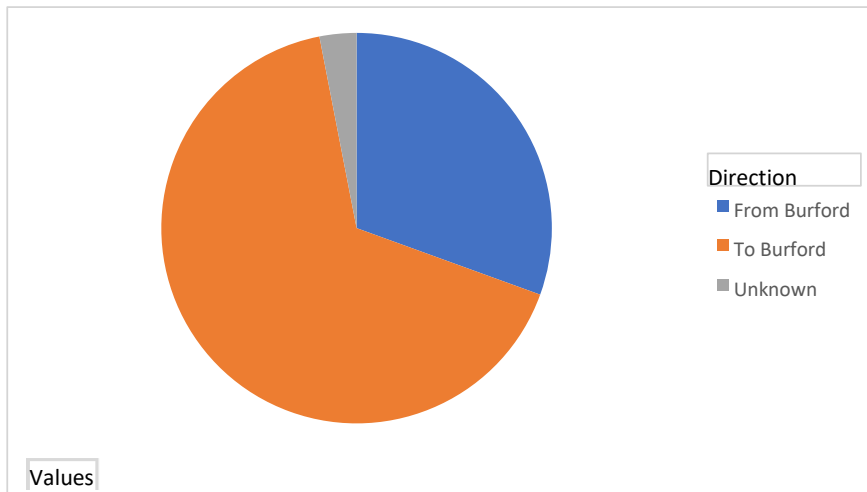
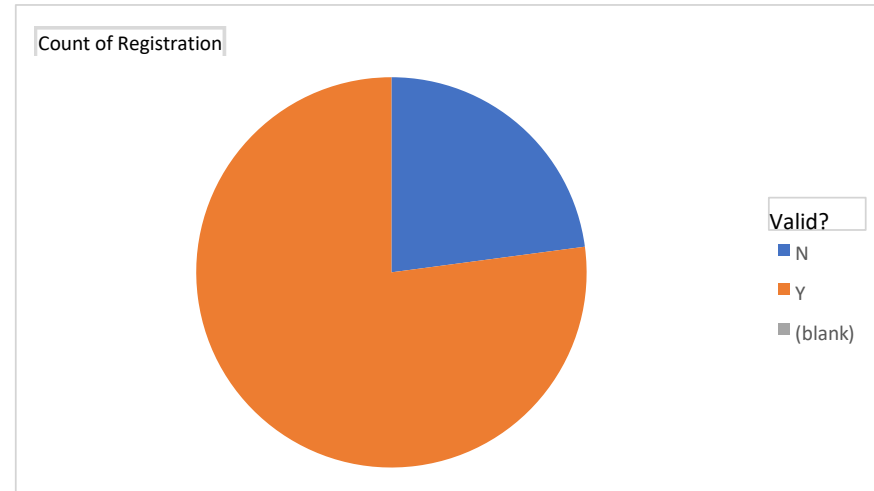
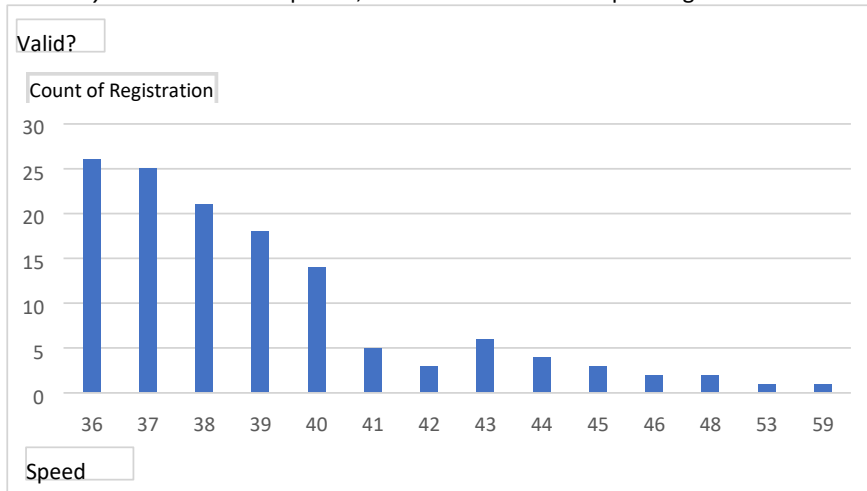
CQC inspectors found the problems of recruiting care staff in Oxfordshire were holding back improvement. Incompatible computer systems also hampered integration of services. The inspectors did find that Oxfordshire had made progress in tackling 'delayed transfers of care'. Health and social care leaders from the five organisations involved in the inspection have already met with the CQC to develop an action plan. The key points of the action plan are:

- Making services more local by using a 'place-based' approach to design and delivery of care
- Improving information available to people who fund their own care so they can get the support they need more quickly
- Investing more in recruitment and retention of care staff so more care packages can be delivered, particularly for older people.

### FULBROOK COMMUNITY SPEEDWATCH

5 March 2018

Summary - 18 sessions completed; 131 vehicles observed speeding



Signed

Chairman, Fulbrook Parish Council

Date