

## FULBROOK PARISH COUNCIL

---

### MINUTES OF ANNUAL PARISH COUNCIL MEETING

**Date:** Monday 20<sup>th</sup> May 2019 after the APCM, approximately 8.45 pm

**Venue** Parish Church of St James the Great

**Present:** Councillors: Mr W Ingleby WI (Chairman)  
Mr P Burns PB  
Mr M Taylor MT  
Mr R Warner RW

Clerk: Mrs J Glyde (Clerk/RFO)  
Clerk in training Mrs K Kekwick

**Apologies:** OCC Councillor: 3 parishioners were present.  
Mr N Field-Johnson NFJ  
WODC Councillor Mr D Cotterill

---

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 MT and was elected Chairman.
- 1.2 WI completed the Chairman's declaration of Acceptance

#### 2. Election of Vice-Chairman

- 2.1 It was decided as there is no legal necessity to elect a vice chairman that it was not necessary not to have an election at this time.

#### 3. Declarations of Interests

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

#### 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' 2018.

#### 5. Public Participation

There were no matters raised under public participation.

Signed

Chairman, Fulbrook Parish Council

Date:

**6. Minutes of the meeting held on April 17<sup>th</sup> 2019**

WI signed the minutes of the meeting held on Monday April 17th, 2018 as a true representation of the business conducted.

**7. Matters Arising**

- 7.1 WI has accepted the offer of repair to the grass verge on A351 by householder and is awaiting completion. Clerk to pay invoice when received.
- 7.2 Clerk contacted OCC regarding the tree with no success. The tree has subsequently been removed.
- 7.3 The Yew hedge was trimmed during the village clear up in April 2019.
- 7.4 WI has contacted Mr Titcomb who has agreed to cut the Playpark grass monthly during the 2019 season at the same rate of last year £15 per hour.
- 7.5 Speedwatch was discussed at length during the APCM earlier in the evening. As speeding through the village is an on-going problem there is still enthusiasm for continuing with the Speedwatch in the village. WI confirmed with Mr R Newport that WI would deal with the hardware for the project and Mr Newport would analyse the data collected.
- 7.6 Clerk checked the insurance schedule and noted that this suggests a monthly check of the Playpark is adequate. It was decided to continue with weekly checks.  
**Councillors to continue with weekly checks for the maintenance of the Playpark and to submit reports to clerk.**
- 7.7 Mr T Pearce has offered FPC storage facilities within his barn on Westhall hill. WI suggested purchase of a large shed and dehumidifier to protect documents stored. The barn has a solid floor.  
**WI to talk to Mr Pearce about facilities available.**

**Councillors**

**WI**

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

Both councillors were absent from the meeting. NF-J had attended earlier APM. Their reports are attached to these minutes.

**9. Finances**

- 9.1 The Financial Statement for 1<sup>st</sup> March - 31<sup>st</sup> March 2019 was agreed by the meeting.
- 9.2 Clerk has paid insurance premium for insurance for 2019/2020. The premium was £354 for the second year of a three year long term contract. FPC has recently purchased a new marquee for £493. It was agreed to continue with the loan of the marquee to villager for £50 per time.  
**Clerk to check with insurance brokers that the marquee is covered by the insurance schedule.**

**Clerk**

**10. Planning**

FPC has received 2 planning applications for consideration which the clerk has circulated to councillors:  
19/01163/HHD – Alterations and erection of a two storey extension, Lark Rise Beech Grove, Fulbrook  
19/01225/S73 – Non-compliance with condition 6 of planning permission W80/0161/RM to convert part of an integral garage to form a utility room.  
**Clerk to submit comments to WODC when received from councillors**

**Clerk**

**11. Village Amenities**

- 11.1 Amenities group has held a successful village Plant Sale on May 11<sup>th</sup> 2019. £1049 was raised for amenities projects in the village.  
Mr and Mrs Newport are to be thanked for their kind hosting of this event.  
More members are needed for the Amenities group and it is hoped that various people will come forward after the recent village survey.

**14. Date of Next Meetings**

- 14.1 Next meeting of FPC Monday July 15<sup>th</sup> 2019 in the FMP at 7.30 pm  
September 23<sup>rd</sup> 2019, November 18<sup>th</sup> 2019