

## FULBROOK PARISH COUNCIL

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### MINUTES OF PARISH COUNCIL MEETING

**Date:** Monday 15<sup>th</sup> January 2018 7.30 pm

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

**Present:**

Councillors:	Mr W Ingleby WI (Chairman)
	Mr P Burns PB
	Mrs L Newland LN
	Mrs P Picking PP
	Mr R Warner RW
Clerk:	Mrs J Glyde (Clerk/RFO)

2 parishioners were also present.

**Apologies:** OCC Councillor: 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 (formerly ORCC, Oxfordshire Rural Communities Council)
CHA	Cottsway Housing Association

#### 1. Public Participation

- 1.1 A parishioner has commented on the number of different street signs up around the village, creating confusion over the different messages. The clerk stated that 2 new signs had been put up for the Community Speedwatch scheme. PP stated that when these other signs were put up it was intended that they were only there for six months and then changed around.

**Clerk to review signs and take down where necessary**

**Clerk**

- 1.2 There has been a complaint about the erosion of the grass on the verge opposite Wayside, on the main road through the village. This seems to be because of vehicles parking on the verge to visit a resident. It also creates difficulty for vehicles exiting Garnes Lane because there is no clear view. Local PCSO has already stated that parking on the main road will slow the traffic.

**Clerk to write letter for WI to sign to Mr. M Eldridge asking him to consider parking on the main road.**

**Clerk**

- 1.3 Mr R Newport raised the issue of dog fouling on the footpath that runs behind his property and the Carpenters Arms, which seems to be escalating.

**Clerk to contact OCC footpath warden to ask for advice on the matter.**

**Clerk to give dog fouling signs to WI for display.**

**Clerk**

#### 2. Declaration of Interests

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

Signed

Chairman, Fulbrook Parish Council

Date

### 3. Minutes of the meeting held on Monday 13<sup>th</sup> November 2017

- 3.1 WI signed the minutes of the meeting held on Monday November 13th 2017 as a true representation of the business conducted. Proposed by LN and seconded by PP

### 4. Matters arising

- 4.1 Clerk has contacted Mrs C Chapman at CHA stating that FPC would prefer a 7 year lease renewal for Fulbrook Playpark
- 4.2 Clerk prepared donation cheques and letters which were distributed.
- 4.3 Clerk requested grass cutting quotations from McCrackens, which had not arrived in time for the meeting.  
**Clerk will follow up for March 2018 FPC meeting.** Clerk
- 4.4 Clerk submitted precept figures to WODC.
- 4.5 Clerk wrote to Mr S Bishop thanking him for his past help cutting the Playpark grass and stating that in the future a different person would be contracted.
- 4.6 Clerk to attend OALC Data Protection training on March 7<sup>th</sup> 2018.  
**Clerk to report back to FPC after training on any changed required to FPC procedures.** Clerk

### 5. Reports from County Councillor

A copy of the report NFJ is attached to these minutes.

### 6. Financial Statement

- 6.1 The Financial Statement for the period 1<sup>st</sup> November to 31<sup>st</sup> December 2017 was agreed by all.
- 6.2 It was agreed that FPC would appoint Mr J Yeatman as internal auditor for the next financial year.

### 7. Planning

17/03593/HHD – Barn Cottage, Burford Road - Granted

### 8. Amenities

- 8.1 RW explained to the meeting that FPC had purchased a 4mx8m marquee a few years ago which is stored in his barn. It has been used by different parishioners on occasion and they have paid £50 per time. This arrangement has never been formally agreed. It was decided that this donation should be made whenever the marquee is used by parishioners for private/family parties in the future and that management of the marquee should be run by the Amenities group.  
**Amenities group to arrange hire and collect monies for the marquee in the future.** Amenities
- 8.2 Mr M Taylor (MT), chair of Amenities group, reported on the activities of the group for the year. There had been 2 village clear ups, a successful plant sale, and Carol singing, just prior to Christmas was enjoyed by all who took part. MT stated that the group needed clarity on the fundraising aims for the next year. There will a meeting of the amenities group on January 18<sup>th</sup>. It had been suggested that a village rounders match could be planned for the celebration of the upcoming Royal Wedding in May 2018.  
 WI thanked MT for taking on the challenge of the Amenities group and suggested that a possible future activity might be a Welcome Party for new residents to the village.

### 9. Community Speedwatch

Clerk stated that there had been one session of training for Community Speedwatch held in January and that there would be a second session in

February. So far 2 sessions had been held monitoring the traffic which had resulted in 13 vehicles being recorded speeding through the village and their details being passed to the police. 22 villagers had volunteered to help with the scheme so far, with more volunteering when they see it happening.

**11. Date of Next Meeting**

Next meeting of FPC Monday March 5<sup>th</sup> 2018 in the FMP at 7.30 pm

**BUDGET 2018 - 2019**

Budget prepared October 2017, presented to FPC Meeting 13<sup>th</sup> November 2017  
(previously circulated) for discussion, amendment and approval. Minute Number **6.4**

<b>INCOME</b>	2016/2017 actual	2017/2018 budget	2017/2018 actual	<b>2018/2019 BUDGET</b>
Precept/Grant	4,300.00	4,400.00	4,400.00	<b>4,500.00</b>
Election Costs	0.00	0.00	0.00	<b>100.00</b>
OCC Grass Cut	1,173.93	1,174.00	1,173.93	<b>1,174.00</b>
Amenities (inc Plant Sale)	1,562.73	0.00	1,284.71	<b>0.00</b>
Interest	36.29	20.00	(est) 35.00	<b>20.00</b>
Grant / Donations	0.00	0.00	569.31	<b>0.00</b>
Transfer from savings		1,655.00	0.00	<b>1,238.00</b>
War Memorial			£3,190.00	<b>0.00</b>
<b>TOTAL</b>	<b>7,072.95</b>	<b>7,429.00</b>	<b>10,652.95</b>	<b>7,032.00</b>

<b>EXPENDITURE</b>	2016/2017 actual	2017/2018 budget	2017/2018 actual @ 31.10.17	2017/2018 estimate @ 31.03.18	<b>2018/2019 BUDGET</b>
Clerks Salary	2,340.00	2,580.00	1,290.00	2,580.00	<b>2,616.00</b>
Election Costs	0.00	00.00	00.00	00.00	<b>100.00</b>
Grass Cutting	1,258.00	1,400.00	977.00	977.00	<b>1,400.00</b>
Admin (incsubs)	825.99	400.00	789.16	840.00	<b>400.00</b>
Church rent	105.00	105.00	0.00	105.00	<b>105.00</b>
Audit	20.00	20.00	30.00	30.00	<b>20.00</b>
Insurance	594.96	600.00	608.56	608.56	<b>600.00</b>
Donations	970.00	725.00	45.00	725.00	<b>725.00</b>
ROSPA Inspection	66.50	66.50	66.50	66.50	<b>66.50</b>
Play Park	147.20	250.00	70.00	250.00	<b>250.00</b>
Other Amenities	227.40	0.00	291.60	291.60	<b>0.00</b>
Playpark Lease					<b>(est)250.00</b>
War Memorial	0.00	1,100.00	4,250.00	4,250.00	<b>0.00</b>
Contingency	0.00	0.00	0.00	0.00	<b>500.00</b>
<b>TOTAL</b>	<b>6,555.05</b>	<b>7,246.50</b>	<b>8417.82</b>	<b>10,723.66</b>	<b>7,032.50</b>

## Notes

VAT is ignored for budget purposes as all VAT paid is ultimately recovered.

**WODC Councillor Contribution.**

The Local Plan 2031 is on-going work and the Landscape and Heritage report is in the public domain for comment. The 85 houses east of Burford are now reduced to a proposed 70 houses.

The first month of the new Waste Contract resulted in many missed collections and late collections across the District. Notably, Meadow Lane, Fulbrook, where all collections of recycling and household waste were missed for a month and a corner of Taynton suffered the same to a lesser degree. How this can happen in these days of GPS and satnav is not understood. WODC Environment Committee will have an analysis at its December meeting. Work to plan the enlargement of the Guildenford car park in Burford is also ongoing.

Derek Cotterill  
12 November 2017

## **REPORT TO FULBROOK PARISH COUNCIL NOVEMBER 2017 FROM CLLR NICHOLAS FIELD-JOHNSON**

### **GENERAL OCC REPORT**

#### **THE RACE IS ON FOR DRIVERLESS CARS**

News that ground-breaking transport technology being pioneered in Oxfordshire has won a share of a £51million government prize has been welcomed by two council leaders. Oxfordshire is home to Science Vale UK and some world leading science and technology companies who are blazing a trail towards more energy efficient and road safety. Organisations based in the Science Vale are working on pioneering projects such as autonomous cars and smart traffic management systems needed to support people travelling around the county. Remote Applications in Challenging Environments (RACE), which is based at Culham Science Centre in Oxfordshire, is to receive £6.9m from the Department of Transport towards their £10million project to set up a range of different test areas mimicking increasingly realistic city driving environments, where automated vehicles can be tested before being taken onto public roads. They are one of a number of companies that Oxfordshire County Council and South Oxfordshire and Vale of White Horse District Councils works with to drive progress on future transport technology.

#### **APPLY ONLINE FOR PRIMARY SCHOOL PLACES**

Applications for children due to start primary school in September 2018 can now be made online. Families with children born between 1 September 2013 and 31 August 2014 are urged to visit the primary school admissions pages on the county council's website to find out how to apply for places for next year. The council still accepts postal applications but recommends families apply online where possible, as this helps speed up the applications process. It also means families receive an automatic response confirming their application has been received and can be quickly notified if further information is needed. Those who apply online will also receive an email on allocation day, 16 April 2018, informing them of the outcome of their application. Postal application forms are available from all Oxfordshire schools and from reception at County Hall in Oxford.

#### **SMELLING OUT ILLEGAL TOBACCO**

Oxfordshire County Council is launching a series of events to tackle sellers of illegal tobacco. Trading Standards Officers and sniffer dogs will take to the streets to ask for the public's help and crack down on this criminal activity. The council also aims to educate the public about how to spot illegal tobacco, what the dangers are, and how to report sales. The Illegal Tobacco Roadshow will start in Banbury and go around the county. Illegal tobacco makes it easier for children to start smoking, as it is sold at cheap prices, and it also makes communities more attractive to criminals, who may have links to organised crime groups. Reports suggest that illegal tobacco is an important part of Organised Criminal Groups' portfolios. Far from being a victimless crime, this illicit trade is connected to drug trafficking, money laundering, firearms and other crimes that threaten communities and endanger lives. Pocket money prices pose threat to children and communities. Anyone wishing to report the selling of illegal tobacco can do so anonymously online to Trading Standards at [www.stop-illegal-tobacco.co.uk](http://www.stop-illegal-tobacco.co.uk) or call the Illegal Tobacco Hotline on 0300 999 6 999. For more information check: <http://www.stop-illegal-tobacco.co.uk/>

## **HELP SOMEONE GET ONLINE – BE A DIGITAL HELPER AT YOUR LOCAL LIBRARY**

Oxfordshire County Council recently launched a campaign to recruit ‘digital helpers’ in libraries to boost the confidence and skills of those who need extra help to get online. Volunteers able to give up just a few hours a week are being sought at branches across the county to provide one-to-one support for people with little or no experience of using computers or the internet. The aim of the campaign is to help people:

- access services online – including council services
- access employment or training opportunities
- become more independent
- reduce isolation

To find out more or to sign up as a Digital Helper visit:  
[www.oxfordshire.gov.uk/digitalhelper](http://www.oxfordshire.gov.uk/digitalhelper)

## **OXFORD’S NEW WESTGATE CENTRE OPENS**

Traders welcomed a bumper weekend at Oxford’s new Westgate as thousands of people packed the shopping centre on its first weekend in operation. Shops and restaurant chains said interest from customers had exceeded expectations, with business more brisk than at any other opening they had experienced. Some 60 out of 125 shops and restaurants at the £440m shopping centre opened on Tuesday 24th October, with others opening since, and thousands of people took advantage of their first opportunity to have a look around. Councils, transport operators and Westgate have been working closely on a coordinating travel plans aimed at making it as easy as possible to visit the Westgate and minimising journey times into the heart of Oxford. The best way to travel into the city centre is to use the park and rides or public transport wherever possible. New variable message signs have been installed on the outskirts of Oxfordshire to update people on space availability on the park and ride sites nearby and to direct them there. There are also temporary signs within the ring road which give directions, for those who have chosen not to use the park and rides, to city centre and Westgate. There’s more information on travelling to the Westgate at:

<https://westgateoxford.co.uk/your-visit/getting-here>

However, despite all the good news – there are major problems with the roads, parking and infrastructure – not to mention the buses which are real danger to the pedestrians.