



OXTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON 14th May 2019
AT OXTON VILLAGE HALL

Present: Cllr's: Richard Cross (Chair), Margaret Cooper, Lyndsey Whitby, Jill Jones, Clive Catlin and Hannah Lempicki. Ms. Lisa-Jayne Campbell (Clerk).

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Cllr. Richard **Cross** was elected Chair and Cllr. **Lempicki** was elected Vice Chair.

2. SIGNING DECLARATION OF ACCEPTANCE OF OFFICE

Chair and Vice Chair signed the Declaration of Acceptance of Office

3. APOLOGIES

Apologies were received and accepted from Cllr. Nick **Borrett**.

4. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were no declarations of interest.

5. MINUTES

The minutes of the meeting held on 9th April 2019 were **accepted** as a true record and signed by Cllr **Cross**.

4. MATTERS ARISING

- a. Cllr. **Cooper** will discuss the storing of the PC filing cabinet with the Village Hall Committee at the next meeting and feedback to the PC.
- b. The playground Cushion Fall is scheduled to be delivered on Friday 17th May.
- c. The PC handyman has filled in the Rabbit scratchings.

5. HIGHWAYS

The Road Sweeper has been through the village but the gullies have not been lifted. **Clerk** to follow-up.

6. COMMUNICATIONS

Nothing to report.

7. FINANCE

i) Payments

The following payments were authorised:

LJ Campbell	Clerks Salary April	£ 264.16
LJ Campbell	Clerks expenses April	£ 45.67
Ulyett Landscapes	Ground Maintenance	£ 529.39
Community Heartbeat	Defibrillators	£ 252.00
M. Cooper	*Previous Clerk Gift	£ 38.99
E.On	VH Car park street light	£ 17.48

Total £1147.18

*to be refunded from the Chair allowance.

ii) Financial Report for April 2019

Due to problems with the change of Clerk there were not bank statements available. Clerk to chase the bank.

8. RECREATION

- a. Cllr. **Catlin** was assigned the role of Equipment/Ground Maintenance Inspector however he asked that he be accompanied by A.N. Other Councillor when he performs the inspections. **Clerk** to research possible training courses relevant to the role.
- b. Surface underneath picnic benches: The PC handyman will measure the area and confirm how many mats are needed.
- c. **Clerk** to add 'bonfire' to the **September Agenda**.

9. RISK AND RESILIENCE

Nothing to report.

10. PLANNING APPLICATION/DECISIONS

No new planning applications.

11. DECISION ON OXTON'S ENTRY INTO BEST KEPT VILLAGE COMPETITION 2019

It was agreed that OPC will enter the BKVC. **Clerk** to send in registration form and payment. Cllr. **Lempicki** offered to co-ordinate. A clean-up day is organised for Sunday 26th May and Sunday 2nd June with all volunteers meeting at the Village Hall for 10am. The PC authorized £200 budget for the purchase of plants for the 7 planters. Cllr. **Whitby** offered to purchase the plants if Cllr. **Borrett** was unable to.

12. ANY OTHER BUSINESS

- a. Dog Waste Bin: **Clerk** to submit quotes
- b. Gate Signage: The PC was not in agreement regarding the signage wording and overall purpose. It was agreed to discuss with Parishioners at the Open Parish Meeting.
- c. Port-a-loo: Pricing for the seasonal hire of a Port-a-loo was submitted to the PC. The PC suggested using the VH amenities during the summer months for a nominal cleaning fee. Cllr. **Cooper** agreed to discuss this with the VHC.
- d. Village get-together: Cllr. **Jones** reported that the Events Team was struggling to get volunteers and proposed that the event is shelved should this situation not change.
- e. Footpath Walk: Cllr. Cooper has booked the VH for an hour to serve refreshments and this will need to be included in the budget. There is a shortage of Footpath Walk maps and Cllr. **Cross** offered to check in the PC Filing cabinet.
- f. Cllr. **Lempicki** offered to be The Dover Beck Liaison.
- g. It was reported that the dustbin next to the bus shelter needs replacing. Clerk to put the expenditure on the next **Agenda**.
- h. New Councillor training: The PC approved the £70 expense to cover the cost of the training for Cllrs. **Whitby** and **Catlin**. The **Clerk** to book the training.
- i. The Clerk informed the PC that she would not be available for the Open Parish Meeting due to commitments made prior to joining OPC. Cllr. **Whitby** agreed to take the minutes at the OPM, the Clerk to create a minute template and provide Cllr. Whitby with everything she will need for the meeting.

NEXT MEETING

Parish Council Meeting: Tuesday 11th June 2019.

The Chairman closed the meeting at 9.33pm

Chairman

Date

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