



**OXTON PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING HELD ON 10<sup>th</sup> SEPTEMBER 2019**  
**AT OXTON VILLAGE HALL**

**Present:** Cllr's: Richard Cross (Chair), Margaret Cooper, Lyndsey Whitby, Jill Jones, Clive Catlin, Nick Borrett and Hannah Lempicki. Ms. Lisa-Jayne Campbell (Clerk) and Cllr. Roger Jackson. One member of public.

**1. APOLOGIES**

All Councillors were in attendance

**2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Cllr. Cross declared an interest in planning item 4f (Oxton Hill alternative footpath) and Cllr Jones expressed that Cllrs Catlin and Whitby had an interest in Elmcroft Lease.

**3. MINUTES**

The minutes of the meeting held on 9<sup>th</sup> July 2019 were **accepted** as a true record and signed by the Chair.

**4. MATTERS ARISING**

- a. The replacement dog bin, number 2003, has been installed and the Clerk is to confirm with NSDC that this is a replacement bin and not a new bin therefore it is covered under the present cleaning contract.
- b. Cllr. Whitby has completed the asset register which needs to be printed off for reference.
- c. Emergency Flood Plan – Cllr. Borrett offered to revamp and formalize the Flood Plan for approval at the October meeting.
- d. Oxton Hill alternative footpath: The Estate has requested a map with the suggested route before it can be moved on. Clerk to distribute Estate response to all Cllrs for further discussion.
- e. Elmcroft grass verge lease – the Clerk received correspondence from NSDC offering to draw up a new lease on the same terms as the previous lease but with a 6 month break clause. The council agreed to accept this and instructed the clerk to inform NSDC.

**5. HIGHWAYS**

The Clearing of the water surface drains has been done although it was noted that, after heavy rain, it blocks up under the Witterings near the Bridge Inn – Cllr. Jackson will follow-up.

- b. The Travellers has left and the site still needs to be cleared and secured – Cllr. Jackson will chase.
- c. Winter Salt: The Clerk was instructed to order the 5 free bags of salt for delivery to Grange Farm and to investigate the liability regarding the setting down of salt and who is responsible in the event of an accident. Clerk to liaise with Cllr. Jackson regarding a replacement salt bin for outside of the shop.

**6. COMMUNICATIONS**

- a. Dover Beck blog: It was agreed that the Clerk will submit an abridged version of the Minutes to the Dover Beck in place of the Chair's Blog.
- b. Lottery Funding ideas: Add this item to the Annual General Meeting Agenda. Request Parishioners to offer ideas for funding projects to suit the various funding available.

**7. BEST KEPT VILLAGE COMPETITON**

Cllr. Whitby offered to continue running the Working Party with support of the Parish Council.

## **8. FINANCE**

New Financial Regulations: It was agreed that the Council need to adopt the New Financial Regulations. Cllr. Jones will send over the pertinent points for review, amending and adoption at the October meeting. Clerk to action.

- i. To receive and authorise accounts for payment: 5 payments totaling £2028.57 were presented and authorized for payment.
- ii. To discuss monthly reconciliation for August: The spreadsheet was distributed to councillors for comment.

## **9. RECREATION**

Cllr. Catlin submitted the monthly playground inspection reports. It was noted that the fence at the back of the Village Hall needed maintenance and the Council agreed that the responsibility lay with the Parish Council. The Clerk was asked to contact the Handyman to see if it is possible to fix and obtain a quote – to action so that it is fixed prior to Bonfire Night.

- a. Playground Inspection training: the Clerk is still waiting to receive dates from NALC.
- b. Playscape Carers Group: The Clerk asked if the Councillors had a list which included email addresses for contacts as the current list only has home phone numbers which has proved difficult in attempting to contact people, Cllr. Jones offered to investigate.
- c. Request to purchase Dog Fouling signs: Cllr. Borrett received the go-ahead from the Council to purchase signs to the value of £50 as a deterrent to dog fouling. Cllr. Borrett will circulate designs and suggested locations to the councillors for final approval.
- d. Dog walking during shooting season: Dogs are generally not required to be on the lead whilst using the footpaths however this has caused problems during the shooting season – the Clerk was instructed to put a gentle reminder in the Dover Beck requesting owners to be aware that it is shooting season and ideally dogs should be on the leash.

## **10. RISK AND RESILIENCE**

All is fine and nothing to report however Cllr. Borrett requested that everyone keeps a look out for dry and overhanging branches which could be a hazard.

## **11. PLANNING APPLICATION/DECISIONS**

- a. 19/00965/FUL – Birkhouse, Oxton Hill – PERMITTED
- b. 19/01148/FUL – The Lodge, Oxton Hill – PERMITTED

## **12. BONFIRE UPDATE**

The Clerk was instructed to contact the Cricket Club and confirm how they plan to protect the ground and what their time scale is for re-instating the ground after the Bonfire. This needs to be minuted in the October minutes.

## **13. MATTERS FOR REPORT OR FUTURE DISCUSSION**

- a. The use of motorized vehicles on the Cricket field – October Agenda
- b. Update on the War Memorial Working Party – October Agenda
- c. Inconsiderate parking in the village – October Agenda
- d. Cllr. Cross to visit the VH and inspect the area for the PC filing cabinet.
- e. A request was made for: permission to use the VH field for a Santa Fun Run on 1<sup>st</sup> December, £100 donation towards Daffodil bulbs around the village and lamp post renovation – October Agenda.

## **14. NEXT MEETING**

Parish Council Meeting: Tuesday 10<sup>th</sup> September 2019.

**15. CLOSE OF MEETING:** The Chair closed the meeting at 9.30pm