



## OXTON PARISH COUNCIL

### Minutes of the Full Parish Council Meeting Held on Tuesday 10<sup>th</sup> January 2023 at 7.30 pm in the Village Hall

**Present:** Cllr's: Jill Jones (JJ) (Chairman), Lyndsey Whitby (LB), Margaret Cooper (MC), Richard Cross (RC), Nick Borrett (NB) and Clive Catlin (CC).

**In Attendance:** Ms. Lisa-Jayne Campbell (LJ) (Clerk)

Year and Minute	DISCUSSION AND DECISIONS
	<b>Public Participation:</b> There were no members of public present
<b>080/22</b>	<b>To receive and accept apologies for absence:</b> Cllr Jackson gave his apologies.
<b>081/22</b>	<b>To receive and note declarations of interest:</b> There were no declarations of interest.
<b>082/22</b>	<b>To accept as a true record of the meeting the Minutes of the previous meeting:</b> Minutes from the meeting held on 8 <sup>th</sup> November 2022 were accepted as a true record and signed by the Chairman.
<b>083/22</b>	<b>To Report on Matters Arising:</b> 1. to receive update on bonfire review – LW will report back at the next meeting.
<b>084/22</b>	<b>To receive and note reports from District and County Councillors:</b> There was no report.
<b>085/22</b>	<b>Planning:</b> Applications: (NB will send the Clerk the correct wording for each application to send to Planning). 22/02382/HOUSE   Two Acres, rear extension – SUPPORT 22/02355/HOUSE   1 The Brambles, ground mounted solar panels - SUPPORT 22/02004/HOUSE   Greystones, amended to include rendering - SUPPORT 22/02135/HOUSE   Ye Old Bridge Inn, car park extension - SUPPORT Decisions: 22/02129/HOUSE   Godsons Cottage, single storey extension – REFUSED 22/01748/LBC   Orchard House, replacement windows – PERMITTED
<b>086/22</b>	<b>Financial Matters:</b> a. To note payments received and authorise accounts for payment: payments totalling £1469.71 were approved for payment. b. To approve monthly bank reconciliation: the balance as at 31 <sup>st</sup> December 2022 is £18935.93 – approved. c. To agree budget and set Precept for year 2023-24: The budget was approved and the Precept was set at £17941, same as last year. d. To confirm Clerks annual pay scale – approved, and Clerk was paid backpay of £208 for April-November 22. e. To appoint an internal auditor for year 2022-23: Dixon Accountancy and Taxation Services were appointed as internal auditors.
<b>087/22</b>	<b>To receive and note Lead Role reports:</b>

a.	<p><b>Highways (RC)</b> RC reported the potholes appearing everywhere due to the weather, Highways are doing their best to fill them up but they are now getting quite urgent; RC will continue to report. JJ and RC will meet with Highways to discuss the concerns about the safety at the bend next to YOBI.</p>
b.	<p><b>Village Hall (MC)</b> MC reported that the Huddle held in December was well attended and another one will be held on 11<sup>th</sup> January 2023. The next meeting is 18<sup>th</sup> January 2023. The village hall main entrance and kitchen is being decorated presently. LW reported that the light at the kitchen entrance does not appear to be working.</p>
c.	<p><b>Recreation Ground</b> a. Approve maintenance of the team swing: the wood in ground is rotten and it is a potential risk, a quote to replace the legs with metal in ground and to re-site it to a new area for £2226 was approved; Clerk to arrange. The Clerk was asked to send the NSDC annual report to Proludic so that they can arrange to replace all the missing caps.</p>
d.	<p><b>Risk &amp; Resilience (ALL)</b> NB raised concerns about blocked gulleys on Forest Road; Clerk to request a sweep of the village and also gully sucking. Clerk to request that Highways advise the PC when the sweeper is coming through so that any cars can be removed. CC and LW conducted a stress test on all the village benches and reported that there was no maintenance required.</p>
e.	<p><b>Green Spaces (LW)</b> There is a row of mole hills on the recreation field; Clerk to request the mole man to resolve. A small paddock of trees at the end of the village (adjacent to the STW facility) has been planted courtesy of the Estate as a memorial for the Queen's 70<sup>th</sup> Platinum Jubilee.</p>
f.	<p><b>Maintenance issues (CC).</b> CC asked about the two memorial benches in the village and who was responsible for their maintenance; it was agreed that the owners of the benches are responsible for their long term maintenance – LW volunteered to fix it and MC will obtain permission from Ms Jacobs. CC replaced the gate spring which appears not to be shutting; he will increase the tension so that it swings shut. The back gate left hand post needs replacing – CC will provide a quote to fix it. CC raised concerns about the adventure trail and asked if it would be possible to replace the posts with metal in the ground; Clerk to ask ASL Contracting to quote us when they attend to fix the team swing.</p>
088/22	<p><b>PC Calendar:</b> The Annual meeting of the Parish was set for Thursday 20<sup>th</sup> April 2023 (Clerk to put in The Dover Beck). Planning training 6<sup>th</sup> Feb at 6h30pm via Zoom.</p>
089/22	<p><b>To receive, note and action Correspondence received:</b> all correspondence has been circulated electronically with nothing requiring action from the PC.</p>
090/22	<p><b>To note items for the next Agenda:</b> to adopt strategic documents/asset list, VAT, WI Bench and to identify a village handyman. Add Parish meeting agenda, budget and guest speaker and Include the playpark fence on the Annual meeting of the Parish. Meeting dates for the year.</p>
091/22	<p><b>Date of next Parish Council meeting:</b> 14<sup>th</sup> February 2023 at 7.30 pm in the Sylvia Bell Room at the VH.</p>
092/22	<p><b>Meeting Closed:</b> The PC thanked LW for all her hard work in organising &amp; installing the Christmas decorations around the village. There being no further business the Chairman closed the meeting at 21h24.</p>