



## OXTON PARISH COUNCIL

### Minutes of the Full Parish Council Meeting Held on Tuesday 11<sup>th</sup> April 2023 at 7.30 pm in the Village Hall

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

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

Year and Minute	DISCUSSION AND DECISIONS
001/23	<b>Public Participation:</b> No public representation.
002/23	<b>To receive and accept apologies for absence:</b> None received, all Cllrs present.
003/23	<b>To receive and note declarations of interest:</b> There were no declarations of interest.
004/23	<b>To accept as a true record of the meeting the Minutes of the previous meeting:</b> Minutes from the meeting held on 14 <sup>th</sup> March 2023 were accepted as a true record of the meeting and signed by the Chair.
005/23	<b>To Report on Matters Arising:</b> a. Update on the Oxton footpath pamphlet (MC): It has been proofread and ready to go to the printer who will print 100 copies. RC/NB reported complaints from residents regarding the parking outside of YOBI, they were advised to request all complainants to dial 101, the Parish Council has no authority in this situation; NB will put in The Dover Beck.
006/23	<b>To receive and note reports from District and County Councillors:</b> no report.
007/23	<b>Planning:</b> Applications: None requiring a decision by the PC. Decisions: 23/00043/FUL   Middlehey, Oxton Hill, change of use – PERMITTED 22/02382/HOUSE   Two Acres, Oxton Hill, rear extension – REFUSED. 22/01655/HOUSE   4 The Orchards, 2 storey side extension – REFUSED
008/23	<b>Financial Matters:</b> a. To note payments received and authorise accounts for payment: payments totalling £1295.80 were approved for payment. b. To approve monthly bank reconciliation: the balance as of 31 <sup>st</sup> March 2028 is £15843.39 – APPROVED. c. To sign off the Asset Register: signed off. d. To discuss and agree grounds maintenance contract: It was agreed to remain with Ulyetts and ask them cut and collect the first four cuts and the rest to be left, they are not to cut grass verges along Main Street/Elmcroft cannot be cut due to parked cars – Clerk to get new quote and circulate to Cllrs.
009/23	<b>To receive and note Lead Role reports:</b>
a.	<b>Highways (RC)</b>

	Potholes continue to be a problem, they are being marked and getting filled, fly tipping appears to have eased.
<b>b.</b>	<b>Village Hall (MC)</b> There have been two meetings; it was agreed they will hold a warm hub 19 <sup>th</sup> April. The pantomime costumes have been moved into a storeroom. The VH Wi-Fi allows for conferencing and video calls. It has been agreed that Bouncy Castles will be allowed in the Village Hall. A silent auction will be held on Monday 8 <sup>th</sup> May for the King's Coronation, MC asked for any suitable donations towards it. The next VHMC meeting will be on the 10 <sup>th</sup> May.
<b>c.</b>	<b>Recreation Ground</b> i. Procedure for reporting concerns: The playspace carers group have the reporting procedure set out on the rota, at present JJ is the contact however with JJ no longer continuing as a Parish Councillor it needs to be handed over to another Cllr – JJ will send details to LJ who will circulate to new Cllrs and a decision will be made at the May meeting. ii. Toddlers playground fence: It was agreed to revisit the fence and decide the style and material – add to the next Agenda.
<b>d.</b>	<b>Risk &amp; Resilience (ALL)</b> Nothing of concern to report.
<b>e.</b>	<b>Green Spaces (LW)</b> i. <b>replacement trees for the Green Canopy (LW)</b> : LW reported that approx. 20 trees are in bud and the rest will need replacing; LW will get a pack of whips from Woodland Trust. A tidy up of the Copse is planned for 22 <sup>nd</sup> April. The Spring clean went well. The W.I. bench has been ordered and CC has agreed to install it. Thanks to RC for rolling the grass on the recreation ground. ii. <b>To discuss and agree bench on Forest Road (MC)</b> : The old bench that was on Forest Road has been removed and MC suggested putting in another bench; there is nothing in the budget for a bench, so it was agreed to consider at the end of the year.
<b>f.</b>	<b>Maintenance issues (CC).</b> A rail on the children's play area broke and CC has fixed it.
<b>010/23</b>	<b>PC Calendar:</b> Annual Parish Meeting – Thursday 20 <sup>th</sup> April 2023 at 7pm - 7.30pm in the SB room. Rogation Sunday – 14 <sup>th</sup> May 2023 at 2pm in the Village Hall car park; LW will advertise it.
<b>011/23</b>	<b>To receive, note and action Correspondence received:</b> All correspondence circulated electronically. a. To agree action on <b>DLUHC Consultation</b> on Infrastructure Levy: it was agreed that the PC will not be submitting a response.
<b>012/23</b>	<b>To note items for the next Agenda:</b> Inconsiderate Parking cards, change financial regs for quotes, fence design and material working party.
<b>013/23</b>	<b>Date of next Parish Council meeting:</b> 9 <sup>th</sup> May 2023 (AGM) at 7.30 pm in the Sylvia Bell Room at the VH.
<b>014/23</b>	<b>Meeting Closed:</b> There being no further business the Chairman closed the meeting at 20h50