

CLAYDON WITH CLATTERCOTE PARISH COUNCIL

**Minutes of the meeting of the Parish Council held on Tuesday 9th January 2018 at 7:30pm
in the Church Room, Claydon.**

Present: Cllrs J Jones, R Millward, A Hoggins, S Ingram (Chairman), V Purdey.

In attendance: Kirsty Buttle (Clerk), 2 members of the public.

- 51. Apologies for absence** – Cllrs Webb, Atack and Reynolds.
- 52. Members declarations of interest for items on the agenda** – Cllr Millward is a work colleague of one of the contractors quoting on item 55ii so will not vote on this item.
- 53. Public participation session** – Is it known if Dog Lane is a public right of way? Cllr Millward advised that on the most up to date definitive map it is not classed as a public right of way. There is still an issue with overgrown trees from Bank Cottage onto Dog Lane. **Action: Clerk to contact Fiona Todd at CDC to see if she can chase up the owner of Bank Cottage, find out who owns Dog Lane, and if it would be possible to have dog lane registered as a public right of way.**
- 54. To approve the minutes of the Parish Council meeting held on 14th November 2017** – The minutes were proposed, agreed and duly signed.
- 55. Outstanding matters/actions from previous meetings**
- i) Update to bank mandates – The relevant forms have been sent to Lloyds and they do seem to have partially progressed Cllr Millward's request to register for online banking but they have now asked for further forms to be completed. There has been no notification that Cllr Purdey has been added on to the mandate. **Action: Clerk to send off additional forms for Cllr Millward and provide link to Cllr Purdey for her to apply for online banking.**
 - ii) Receipt of grass cutting tenders and agreement of contractor to be used for 2018/19 – Only one quote was received from NR Prickett who is the current grass cutting contractor. It was proposed and agreed by all to accept this quote. **Action: Clerk to inform Mr Prickett of acceptance of his quote.**
- 56. Report from District Councillor** – Cllr Atack advised by e-mail that he is aware of the recent transporter issues in the village and believes Cllr Reynolds has chased the matter with OCC.
- 57. Report from County Councillor** – No report.
- 58. Planning Applications received**
- 17/02448/F:** Leys Farm, Main Street, Claydon. Proposal: Following consent ref: 15/02333/F and 15/02334/LB, lengthen extension to provide additional floor area. **No objections.**
- 17/02449/LB:** Leys Farm, Main Street, Claydon. Proposal - Following consent ref: 15/02333/F and 15/02334/LB, lengthen extension to provide additional floor area. **No objections.**
- 17/02265/F:** The Brambles, Main Street, Claydon. Proposal - Erection of 2.4 x 2.4m palram amber shed and erection of 1.8 x 1.8m Bicycle shed. **No objections.**

17/02223/CLUE: 1 Clattercote Cottages, Lower Boddington Road, Claydon. Proposal - Certificate of Lawfulness of Existing Use for a semi-detached residential house C3. **No representation.**

17/02142/F: Far Close, Crossing Lane, Claydon. Proposal - Demolish existing dwelling and erect two four bedroom dwellings with double garages. **No objection**

59. Planning Decisions received

17/00120/NMA: Leys Farm, Main Street, Claydon. Proposal - Lengthen extension to provide additional floor area (proposed as Non-Material amendment to 15/02333/F). **Withdrawn.**

60. Proposal to purchase an additional grit bin to be sited on Bignolds Close at a cost of £100 - It was proposed and agreed to purchase 2 grit bins at a cost of up to £100 each to be placed on the verge (next to the steps) opposite Bignolds Close and on Manor Park (location to be decided by Cllrs Jones and Ingram). It was also agreed to allow a budget of £200 for the fitting of the bins. **Action: Clerk to order bins, organise installation and check with OCC if they will fill the bins when installed.**

61. Ongoing issues

- i) The Village Green – No issues. Item to be removed from agenda under ongoing issues.
- ii) Empty properties – Fenny Compton Road is now occupied. Manor Park is ongoing. The Old School House has trees overgrowing which are shattering the roof tiles on the property. **Action: Clerk to inform Fiona Todd at CDC.** The Old Smithy is also empty. **Action: Clerk to inform Fiona Todd.**
- iii) Weight limit road signs – Proposal to request that OCC place signs at the start of Boddington Road to inform heavy vehicles, **before** they are in the village and unable to turn around, that there is a weight limit. **Action: Clerk to contact OCC to make the request.**

62. Finance

- i) Confirmation of the total bank balances as at 03.01.18 of £68.91 and £11,358.29 – Balance checked and confirmed.
- ii) To confirm 3rd quarterly (Oct to Dec) internal controls check – The check was completed by Cllr Purdey and she confirmed that everything is in order.
- iii) Consideration of quotes received to complete work on trees in playing field and clearance of ditch and agreement of which contractor to instruct for the works required – The WCC quote is to leave the timber on site but it is possible that a local contractor that collects the timber FOC to be used for biomass. It was proposed and agreed to use the WCC contractor who seemed very knowledgeable and has provided a quote of £3500 + VAT. **Action: Cllr Millward to ask the contractor to proceed with the works.** Quotes have been received to clear the ditch but it is still unclear who owns the ditch. **Action: Cllr Ingram to check deeds to see if the PC own the ditch. Clerk to put on next agenda.**
- iv) Request from the Playing Field Charity for the Parish Council to purchase replacement matting for the play area which would include the grant agreed for the Twizzle Sticks for 17/18 – The clerk has recently received advice that the VAT on payments made by the charity can be reclaimed but further advice and confirmation is required. The council proposed and agreed to provide the charity with the additional funds agreed for the twizzle sticks to allow them to pay for the matting out of their own funds if it is found that they can reclaim the VAT. An alternative solution will be considered if this advice is found to be incorrect. **Action: Clerk to**

contact VAT office and Charity Commission for further advice and to make the donation if VAT is reclaimable by the Charity.

- v) To agree the budget and precept for the financial year 18/19 – After some discussion it was proposed and agreed that the budget for 2018/19 will be £8155 resulting in a precept of £9699. The reason for the difference is because the council need to maintain adequate reserves and due to an unexpected spend of £3500 required on tree work in 2017/18 the reserves were reduced therefore an increase is required to bring the reserves back up to the required level. **Action: Clerk to submit precept demand.**
- vi) To note and approve the following payments made since the last meeting: Proposed and agreed.

04.12.17	N R Prickett	Grass cutting October	£288.00
04.12.17	Kirsty Buttle	Salary November	£172.50
21.12.17	Kirsty Buttle	Salary December	£172.50
03.01.18	Playsafety Ltd	Annual inspection	£96.60

- vii) To note receipts received since the last meeting: Noted.

09.11.17	Lloyds	Interest	£0.52
11.12.17	Lloyds	Interest	£0.53

63. Next meeting of the Parish Council – Tuesday 13th March 2018 at 7pm.

Meeting closed at 9:23pm.

Signed..... Date.....