

ATTENDEES	Rick Leyland, Helen Datson, Simeon Harvey, Graham Beacham, Craig Richardson, Anne Ogilvie (Clerk)
ABSENT	Nil

1. APOLOGIES

None

2. MINUTES OF LAST MEETING

The minutes of the previous meeting were approved and signed.

3. DECLARATION OF INTERESTS

Craig Richardson declared an interest regarding the planning application 18/02438/HHD

4. REPORTS FROM COUNCILLORS

Report from Liz Leffman, OCC Councillor – Liz stated that August had been a quiet month. It was thought that OCC had approved the borrowing to be spent on roads, but this still has to go back to Cabinet to be approved. Fit for the Future – OCC's reorganisation plan will reduce staff by approximately 900. Cherwell District Council has been absorbed into OCC, and this change now needs to be managed. Locally, OCC have been cutting verges over the summer. Liz has allocated her £15,000 funding for this year to local projects. There is a fund of £15,000 available which can be applied to next year.

The issue of the state of the road between Dean and Spelsbury was raised. Liz agreed to look into this. Road markings – Liz would chase up the repainting of the Almhouses markings.

Report from Neil Owen, WODC Councillor – The Local Plan has been accepted, and will be presented for adoption on 27 September. This plan has been adopted until 2031, and is aimed to protect the area from speculative developments and large scale developments. The unitary scheme has been put on the "back burner". WODC support the creed of localism.

Concern regarding the Gigaclear groundworks was raised, including the issue with the gas main and the phone lines. There is concern regarding the quality of the works which have taken place, and the effect they have had on the roads, paths and verges. Liz and Neil agreed to investigate these concerns with the appropriate bodies. They would also investigate the issue of reinstatement of the verges.

5. MATTERS ARISING FROM LAST MEETING AND CLERK'S REPORT**a. 2018031310a – GDPR update**

Action – Mailboxes to be arranged for Clerk and Councillors. Clerk mailbox has been set up. Package with website does not include enough mailboxes for the Councillors.
Action – GDPR project to be continued

Ongoing
By - Clerk

b. 201805229d – Posts on verges – Taston

A resident has requested installation of posts on the verge outside their property.

Action – Clerk to forward cost to resident – waiting response from OCC

Action – On receipt of monies from resident, Clerk to arrange payment to OCC for installation

By – Clerk
By - Clerk

c. 2018070211a – repainting of white gates

Action – White gates to be repainted

By – Helen

d. 2018070211b – Footpath Deregulation Act project

Action – Ongoing project - check of known footpaths compared with definitive map.

By – Rick

e. Clerk Report – The Clerk gave their report, which is appended to these minutes**6. PLANNING UPDATE****a. 18/02438/HHD – First floor and porch extension - Ridge Cottage, Cote Lane, Taston**

The Council agreed to raise the following concerns:

- that the porch extension not encroach onto Cote Lane
- that there be adequate provision for parking

Action – Clerk to forward comments to WODC Planning Officer

By - Clerk

7. CORRESPONDENCE RECEIVED

- a. Emails received since last meeting have been forwarded to Councillors
- b. Leaflets from WODC – Our Generation leaflets have been received
- c. Email from OCC – Trees of Remembrance Project
Action – Clerk to apply for sapling to be planted in the Almshouse triangle
- d. Report – Playsafety Ltd – RoSPA Annual Playground Inspection Report
The Council agreed that no immediate action was required.

- e. Email from OCC – Winter salt
Action – Clerk to apply for free salt in small bags

8A. PREVIOUS FINANCE

- a. 201807028Ba – Payments to be approved by Council
201807028Bb – Payments to be approved by Council

Action – Payments to be recorded and sent

Completed

8B. FINANCE

- a. To approve current expenditure and instruct bank signatories to sign approved cheque payments
The following were approved and instructed)
Playsafety Ltd - £79.80 – annual playground inspection (100764)
Ubico Ltd - £259.20 – dog waste bin (100765)
K Wakfield - £60.00 – grass cutting June and July (100767)
Information Commissioner - £40.00 – Data Protection renewal (100768)

Action – Payments to be recorded and sent

By – Parish Clerk

- b. To approve Council administration costs

Action – Council administration costs approved

- c. Update of current status of bank accounts
Accounting statement as of 31 August 2018 was presented to Council
Current account balance was £7857.01
Deposit account balance was £4791.79
Bank reconciliations and budget updates to August 2018 have been emailed to Councillors

9. BUSINESS ITEMS

- a. Road between Spelsbury and Charlbury – to discuss concern about the condition of the road between Spelsbury and Chadlington, and agree action
This item had been discussed with the OCC Councillor earlier in the meeting. Liz agreed to look into the matter.

- b. Gigaclear groundworks – to discuss concern about the damage caused by the current Gigaclear works, and the state of the verges and road after the work has been completed, and agree action.
This item had been discussed with the OCC and WODC Councillors earlier in the meeting. The Councillors agreed to look into the matter.

10. ANY OTHER BUSINESS, TO INCLUDE PUBLIC PARTICIPATION

Nil

11. DATE OF NEXT MEETING

Next meeting – Tuesday 06 November 2018 at 8.00 pm at Spelsbury Memorial Hall

Meeting Closed at 9.00 pm

Clerk Report: 02 September 2018
Period: From 29 June 2018

1. Payments approved at meeting recorded and sent
2. Bank accounts updated
3. Chased OCC re reflector post installation at Taston
4. Started "cleaning" files
5. Started deleting emails as per policy
6. Updated budget
7. Bank reconciliations
8. Set up Council computer
9. Transferred electronic files
10. Facebook presence project
11. Contacted Gigaclear re overland box
12. Queried whether planning application was required at Spelsbury House

Next Actions

1. Create map of Council assets
2. Create map of Parish
3. Continue GDPR work – policies and procedures
4. Check revised Model Standing Orders and work out what needs to be amended
5. Check new version of GDPR toolkit and check against actions required