

# THE BOURTONS PARISH COUNCIL

## DRAFT Minutes of the Council meeting held in the Community Hall on Tuesday April 9th 2024 at 19:30

**In attendance :** Cllr Mrs S Upton (Chairman), Cllr A Johnson, Cllr Mrs J Beales, Cllr Mrs G Duckworth, Cllr Mrs G Brooks, DCllr G Reynolds ; **Apologies :** Cllr S Martin (personal); Mrs R Pheasey (RFO), Stephen Bowen (Clerk)

**Declarations of Interest :** none declared

**Public Participation :** no members of the public attending

**Minutes :** The previous Council meeting (March) minutes were reviewed and were approved for signature.

Minute Ref	Item	Delegated to
<b>2404-01</b>	<b>Footpaths</b>	
2404-01.001	The Clerk had written again to the OCC CAO re the footpath across The Stables traveller site seeking an update. A response had been received that the matter was still awaiting a response from the landowner, and will be followed up.	Information
<b>2404-02</b>	<b>Highways &amp; Road defects - Progress Report</b>	
2404-02.002	<b>Potholes :</b> Comments were made regarding the general state of the roads in the area and the lack of repairs being satisfactorily completed by OCC. CCllr Reynolds commented that the recent re-organisation of the Highways department with many staff moving roles had not been beneficial. The problems re potholes are compounded by the severe financial restraints facing OCC, despite additional funds being provided recently by central Government specifically for road maintenance. Cllr Beales (one of our FixMyStreet superusers) commented that when she reported potholes in LB they were generally attended and satisfactorily repaired within a week, so that system seems to be working well. Further comments were made regarding white lines in the Parish, but CCllr Reynolds commented that these seem to have been 'forgotten' by OCC in a further attempt to save money.	Information
2404-02.003	<b>Community Speedwatch :</b> the latest results from our volunteers were presented by the Chairman in the absence of Cllr Martin. We now have 10 volunteers on the Speedwatch team who have carried out 6 sessions from 13th March up until 9th April. 53 vehicles, exceeding the speed limit, monitored from 3 different locations on Main Street GB, have been reported to TVP. Five of the vehicles were not DVLA valid which means they did not have a current MOT or Tax and these have also been reported. The chairman will write to our volunteers to thank them for their dedication, their efforts are helping the police to keep our village and roads safer.	Information
<b>2404-09</b>	<b>Public Transport:</b>	
2404-09.004	The last liaison meeting confirmed that The Bourtons will not receive a new bus service, as with limited funds, attention has been focussed elsewhere, however the provision of a new service for Hanwell will stop at the LB bustop when required.	Information
<b>2404-60</b>	<b>Planning applications:</b>	
2404-60.005	<b>New applications:</b> we have received no new applications but 2 much earlier applications appear to remain under review : 23/00418/F : 6 The Close, GB & 23/01549/F : Spring Grounds Farm, GB and these will be checked.	Clerk
2404-60.006	<b>Decisions :</b> No new decisions in our Parish have been published but outline approval has been granted for 23/00977/OUT for 60 new dwellings and a Community building to serve as a new expanded surgery. This Council welcomes this decision as the future of the Cropredy surgery is of vital importance to residents of all local villages.	Information
2404-60.007	<b>Enforcement matters :</b> no new enforcement decisions have been published but matters regarding both The Stables and The Paddocks traveller sites remain under review.	Information
2404.60.008	<b>Conservation area application :</b> due to the significant backlog within the Conservation team at CDC no new applications will be considered before mid year.	Information
<b>2404-90</b>	<b>County &amp; District Councillors report:</b>	
2404-90.009	As reported above CCllr Reynolds commented on the recent reorganisation of the Highways dept within OCC. He also stressed that the financial restraints facing OCC are forcing very difficult decisions to be made re expenditure in all departments outside of Adult and Child social care.	Information
<b>2404-04</b>	<b>Defibrillators:</b>	
2404-04.010	Both units reported operating well. With the potential sale of The Dirt House in LB, the location of this unit will be kept under	Information
<b>2404-05</b>	<b>Website:</b>	
2404-05.011	A significant amount of new information re the Village Hall has been received, including many photos, and work is proceeding to upload this, following confirmation that all pictures are free of license restrictions.	Information
<b>2404-06</b>	<b>Projects update:</b>	
2404-06.012	<b>LB improvement :</b> we are still having difficulty in getting into contact with OCC re the replacement of the village sign on Chapel Lane; Cllr Beales is going to speak with the FixMyStreet contact for guidance.	Information
<b>2404-07</b>	<b>Playgrounds &amp; Public Spaces:</b>	
2404-07.013	<b>GB Garners Field LAP :</b> work on the finalisation of the transfer from CDC continues within their legal dept, but at a steady pace, no conclusion is anticipated before mid year.	Information
<b>2404-08</b>	<b>Allotments:</b>	
2404-08.014	The letter circulated to all tenants asking them if they would attend a proposed Tenants meeting did not receive significant support, so a meeting will not be held. Council remains keen that Tenants create a committee to oversee local matters at the allotments, but in the absence of support for this, will continue to directly manage issue without further consultation with Tenants, we would welcome a change of focus by Tenants on this matter. A letter confirming this will be issued to Tenants accompanied by invoices for the previously advised rent increase.	Information
2404-08.015	Council also discussed the question of future rent increases and it was <b>RESOLVED</b> that this would be reviewed bi-annually with an increase in line with inflation or other impacts to ensure that the Allotments continue to cover all of their operating costs. It was recognised that work does need doing regarding replacement of certain fence posts and this will be reviewed.	Information

2404-08.016	It was confirmed that permission has been granted for the Allotments site to be included in the Gardens Open event as part of the Wildlife day being organised by Mrs Brooks in June. Checks re public liability have been undertaken and a risk assessment will be completed.	Clerk Cllr Mrs Beales
2404-08.017	A further report of minor damage at the allotment site has been received. Council <b>RESOLVED</b> that investigation of CCTV at the site will be investigated to see if such an installation is affordable and practical.	Clerk Cllr Mrs Beales
<b>2404-10</b>	<b>Halls:</b>	
2404-10.018	<b>VH</b> : A review of required works has been completed and it was <b>RESOLVED</b> that a permanent solution of the damp issue on internal walls will be delayed, with immediate remedial work being undertaken, so that attention to broken/damaged roof tiles, repairs to the smoke alarm system and attention the front window cills can be completed as a priority. A workplan for the next financial year will be developed.	Chairman Cllr Martin
2404-10.019	<b>CH</b> : The management committee has advised that they do not wish to display a portrait of our new King so this opportunity will be offered to the VH.	Information
2404-10.020	At the recent committee meeting attended by Cllr Mrs Brooks a number of points were raised, and these will be considered by Council with a full response provided before our next meeting	Information
<b>2403-11</b>	<b>Healthcare:</b>	
2404-11.021	The next patient liaison meeting is taking place after this Council meeting so updates will be provided next month.	Information
<b>2404-50</b>	<b>Finance &amp; Administration:</b>	
2404-50.022	The FIN REP prepared by the RFO was circulated and it was <b>RESOLVED</b> that the associated bank reconciliation be accepted and that 4 payments totalling £1076.21 be approved. To comply with the requirements of the Transparency Code those in excess of £100 are listed below : CDC : Dog bin emptying : £494.21 SW Services : March mowing : £497.00	Information
2404-50.023	Further work to finalise our application to open a new bank account with Unity Bank has now been concluded and the application will be made this month. Our decision is due to the complete lack of customer care or support received from our current bankers, Barclays. We have selected Unity following a presentation from them many months ago, and reports from other local Parishes who have switched and found their service to be very good. At the same time we will move from a paper based banking system to internet banking which should improve our financial management.	Information
2404-50.024	Work on preparing for year end continues and we anticipate conclusion of our internal audit in the next few weeks.	Information
2404-50.025	Work continues to make applications to potential grant providers re the further work required on the Parish Clock. Council discussed seeking some external help with this task and it was <b>AGREED</b> that the Chairman should contact a possible local person with experience.	Chairman
2404-50.026	We have also been exploring with our insurance provider, Zurich, whether we have appropriate cover in place in respect of the Clock. We have been advised that, were anything to happen to the Clock resulting in a total loss, it is financially impractical to have full cover in place and so we are seeking advice regarding cover limitations re various levels of claim.	Clerk
2404-50.027	A report has been circulated to Cllrs showing how our Parish sits in relation to other North Oxfordshire Parishes and within the wider District and County. Cllr have found this useful and informative, and when further data becomes available from the ONS it will be reviewed to see if other comparisons would be beneficial.	Clerk
<b>2404-70</b>	<b>Correspondence:</b>	
2404-70.028	A communication has been received from Thames Valley Police re the new 101 reporting app and this will be published on the website.	Information
<b>2404-80</b>	<b>New business:</b>	
	No new business was discussed	
	Meeting closed at 21.25	
	Minutes drafted on 10/04/24 by the Clerk	
	The next meeting will be held on Tuesday May 14th 2024 in the Community Hall commencing at 19:30. This meeting will be preceded by the Annual Parish meeting and the Council Annual meeting; further details to be confirmed when the agendas are published.	