



**OXTON PARISH COUNCIL**

**Minutes of the Full Parish Council meeting**

**Held on Tuesday 8<sup>th</sup> March 2022 at 7.30pm in the Village Hall**

(The meeting started at 19h35 as the Sylvia Bell room had been double booked so, the PC had to move into the main hall)

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

**In Attendance:** Ms Lisa-Jayne Campbell (LJ) (Clerk) and Cllr Roger Jackson (RJ).

Year and Minute	<b>DISCUSSION AND DECISIONS</b>
	<b>Public Participation:</b> There were no members of public.
21/118	<b>To receive and accept apologies for absence:</b> Apologies received from Cllr Hannah Lempicki.
21/119	<b>To receive and note declarations of interest:</b> There were no declarations of interest.
21/120	<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> March 2022 were accepted as a true record and signed by the Chairman.
21/121	<b>To Report on Matters Arising:</b> a. Update on Elmcroft tree: NSDC informed that Clerk that their street team will monitor the tree.
21/122	<b>To receive and note reports from District and County Councillors:</b> <i>(RJ arrived at 20h41)</i> . RJ informed the PC that a new grant will be opening in May which will allow small PC's and community groups to apply for up to £5K without having to match fund, and that there were small sums of money available for the Platinum Jubilee events; Clerk to apply. The PC asked RJ to visit Oxton Hill as per item 21/126a. MC reminded RJ about the missing sign which RJ informed Highways are aware of it. <i>(RJ left at 20h55)</i>
21/123	<b>Planning:</b> a. Applications: 21/02295/HOUSE, Russett House: Objected b. Decisions: 22/00102/HOUSE, 4 The Orchards – application Withdrawn 21/02676/FUL, Holly Tree Farm – application Withdrawn c. Application: update on TPO on the old Oak at The Old Oak (NB) – the application has been submitted.
21/124	<b>New Play equipment</b> Four suppliers have submitted their interest in tendering. We have extended the submission date to 8th April. a. Update on tendering: Jill, Hannah and LJ will open the submissions at the same time and submit those with the highest scoring system to the PC - Ongoing b. To receive update on need for ORG – there have been no volunteers coming forward so it has been decided that JJ, HL and Clerk will assess the submissions.

21/125	<p><b>To discuss and agree plans for the Annual Parish Meeting on Tuesday 5<sup>th</sup> April 2022.</b></p> <p>It was agreed that we would open at 7pm for refreshments and the meeting will start at 7.30pm. The main Village Hall is booked from 6.30pm when all Councillors are asked to arrive to assist with setting up the hall. LW agreed to arrange the refreshments for which the PC agreed a £50 budget.</p>
21/125	<p><b>Financial Matters:</b></p> <p>a. To authorise payments: Payments totalling £713.50 were approved for payment.</p> <p>b. To approve the Monthly bank reconciliation for February 2022: approved.</p> <p>c. To approve spend for refurbishment of the flag pole and noticeboard: A total of £132 was approved.</p> <p>The PC thanked Mr Islip for his generous offer of powder coating the flag pole.</p>
21/126	<p><b>To receive and note Lead Role reports:</b></p>
a.	<p><b>Highways (RC)</b></p> <p>RC has been reporting highways issues as they arise, and the response time has been quick. MC reported that the left-hand side of Oxton Hill, coming down the hill, is in a bad state of repair and that it has lost the anti-slip surface; RC will inform highways.</p>
b.	<p><b>Village Hall (MC)</b></p> <p>MC reported that all committee members have been allocated a key and they have conducted a full inspection of the VH. The next VHMC meeting is 23<sup>rd</sup> March.</p> <p>i. To allow BBQs on the recreation field: The PC agreed that no BBQ's will be allowed on the recreation field.</p> <p>ii. Update on car park street light: MC confirmed that the bulb has been replaced with an LED bulb and is working; the PC agreed to pay MC the £60 it cost to fix the light. All agreed that the light is an asset, and it does serve a purpose, the PC will continue to pay for the electricity whilst confirming the 'gentleman's agreement' with the VHMC to contribute 50% of the cost of electricity – Clerk to write to VHMC.</p>
c.	<p><b>Recreation Ground (HL)</b></p> <p>The Clerk gave the new zip wire seat to RC for installation.</p>
d.	<p><b>Risk &amp; Resilience (ALL)</b></p> <p>All concerns covered under different agenda items.</p>
e.	<p><b>Green Spaces (LW)</b></p> <p>LW reported that the new memorial copse has been vandalised with several trees stolen and broken, NB donated some signage for the trees that will hopefully be a deterrent. LW is planning a spring clean after Easter; she will have confirmation of the date in time for the public meeting.</p> <p>i. Footpath walks are planning for 15<sup>th</sup> May, starting at 2pm and ending in the Sylvia Bell room for tea; LW will book the SB room and prepare an advert for The Dover Beck.</p>
f.	<p><b>Maintenance issues (CC).</b></p> <p>The new dog waste bin has been installed, the flag pole has been removed and sent off for powder coating – the PC thanked CC. Clerk to chase emptying of the green bin in the playground and to inform NSDC of the new dog bin.</p>
21/127	<p><b>PC Calendar</b></p> <p>A photo for the Jubilee tree plant – with new plaque – is arranged for 11am on 11<sup>th</sup> March 2022; RJ agreed to attend.</p>
21/128	<p><b>To receive, note and action Correspondence received:</b> a letter was received from a parishioner regarding a suggestion for a new foot path, the estate responded that they will not be</p>

	considering this. A Parishioner wrote to the Chairman regarding the flooding of some of their outbuildings; the Chairman responded and directed the parishioner to Highways. The Clerk received an email from the VHMC regarding the electricity for the light in the village hall car park; the Clerk will respond as per item126b.
<b>21/129</b>	<b>To note items for the next Agenda:</b> The Clerk to obtain three grounds maintenance quotes for consideration.
<b>21/130</b>	<b>Date of next Parish Council meeting:</b> Annual Parish Meeting Tuesday 5 <sup>th</sup> April 2022 at 7pm in the Village Hall. Oxton Parish Council meeting Tuesday 12 <sup>th</sup> April 2022 at 7.30pm in the Village Hall
<b>21/131</b>	<b>Meeting Closed:</b> There being no further business the Chairman closed the meeting at 21h33.