



OXTON PARISH COUNCIL
Minutes of the Full Parish Council meeting
Held on Tuesday 12th October 2021 at 7.30pm in the Village Hall

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

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

Year and Minute	DISCUSSION AND DECISIONS
	Public Participation: There were no members of public present
21/052	To receive and accept apologies for absence: Apologies were received and accepted from Cllr Lempicki and Cllr Jackson.
21/053	To receive and note declarations of interest: There were no declarations of interest.
21/054	<p>To Report on Matters Arising:</p> <p>a. Paper copy of SO to CC: JJ dropped off a copy and CC confirmed he has received it.</p> <p>b. Winter Salt: The Clerk has ordered the salt for delivery to Grange Farm.</p> <p>c. VHMC letter regarding storage fee and letting charge: Discharged – Clerk reported no response to-date.</p> <p>d. 5 bar gate sign: NB has the sign and he and CC will install it.</p> <p>e. Concrete pillar at entrance to rec. ground: RC removed it shortly after the last meeting.</p> <p>f. Letter to Riparian owners regarding the clearing of the ditch: Clerk discharged, and NB has reported it to Highways – ongoing (NB). NB to call Mr Tearay to ask when his stretch of ditch will be cleared.</p> <p>g. Poppies and new replacement dustbin: Clerk gave Poppies to LW (NB will assist LW in putting the poppies up) and LW will collect the dustbin from the Clerk in the week; CC will assist LW to install the bin.</p>
21/055	To accept as a true record of the meeting the Minutes of the previous meeting: Minutes from the meeting held on 7 th September 2021 were accepted as a true record and signed by the Chairman.
21/056	To receive and note reports from District and County Councillors: There was no report.
21/057	Planning: The Clerk was asked to chase the PC's comments regarding 21/01734/HOUSE, Dumble Cottage, which were not showing on NSDC planning portal. JJ reported an application for a single storey welfare facility at Moorfield Farm; there were no further details; JJ will enquire and keep the PC informed.
21/058	<p>Financial Matters:</p> <p>a. To authorise payments: Six payments totalling £1314.34 were approved for payment.</p> <p>b. To approve the Monthly bank reconciliation for September 2021: approved.</p> <p>The Clerk was asked to chase a refund for the dog bins that were not collected.</p> <p>The Chairman asked Cllrs to put some thought into next year's budget in preparation for the budget meeting in December and email their initial budgetary requirements to HL and the Clerk</p>

21/059	<p>To re-assign Lead roles for Planning, Recreation Ground, R&R and Maintenance: Planning: NB (with help from the PC when needed). Recreation Ground: HL R&R: ALL (NB will continue as Flood Warden). Maintenance: CC</p>
21/060	<p>To receive and note Lead Role reports for information purposes only:</p>
a.	<p>Highways (RC) i. Parking on the pavement outside of YOBI: RC thanked JJ and NB for liaising with YOBI regarding the pavement parking danger concerns; it was agreed for all Cllrs to monitor the parking situation and inform RC of the dates and times so that he can keep a log – ongoing. ii. Update on latest speed tube data: The tubes were placed in a 50mph zone on lamp post 24 which concluded there were no speeding concerns. It was agreed that the next time speed tubes are requested, they are placed within the 30mph zone. To carry forward agenda item to next meeting in order to raise with RJ</p>
b.	<p>Village Hall (MC) MC reported (as a response to item 054c Matters Arising) that the VHMC had accepted the £5 p.a. storage fee for the PC filing cabinet and that they agreed they would not be charging the PC for the use of the Sylvia Bell room. MC informed the PC that Joe Wilson is now the new VH Caretaker and Bookings Clerk. i. To accept and sign off the NSDC ‘Safer’ initiative funding application: As per Minute 21/034 a. July 13th, 2021, the PC agreed to a one-off contribution towards the VH CCTV – these funds would be a 50% contribution from a successful Bid from NSDC ‘Safer’ initiative. In order to submit the grant application, the PC requested information from the VHMC in time for it to be signed off at this meeting. Unfortunately, no such information was received, and it was agreed that the application could not be signed off for submission; this meant that the PC would have no funds to match fund/contribute to the project. Post meeting note: The Clerk received the information needed from the VHMC via email after the meeting and it was agreed offline by Cllrs to complete and submit the application.</p>
c.	<p>Recreation Ground (CC) The Veolia Grant application for a new play park has been submitted. CC and LW have inspected the play park and other than a few minor issues, which were immediately fixed, they reported that the park is in good working order. To report back whether the Windmill Hill bin is repairable</p>
d.	<p>Risk & Resilience (ALL) NB reported that the bridge is in dire need of maintenance – ongoing. The tarmac surface on the bend past YOBI is lifting creating a danger; RC will report to Highways. A highways sign was reported knocked down; RC will report to NCC.</p>
f.	<p>Green Spaces (LW) i. To agree action regarding broken dog bin on Windmill Hill: LW and CC will have a look and see what needs doing and whether it can be fixed or needs replacing. ii. Possible re-location of dog bin at the bus stop: it was agreed this was not possible.</p>
21/061	<p>To receive, note and action Correspondence received: MC confirmed that the Beacon will be lit on 2nd June 2022 for the Queen’s Platinum Jubilee. RC reported that the family of Kathleen Crow have liaised with the Estate regarding the installation of a memorial bench. All other correspondence has been circulated electronically.</p>
21/062	<p>To note items for the next Agenda: Speeding tube update, Strategy/Budget meeting, Jubilee Events, Clerk FILCA qualification and NB to update on the Village Survey.</p>

21/063	Date of next meeting: Tuesday 9 th November 2021 at 7.30pm in the Village Hall
21/064	Meeting Closed: There being no further business the Chairman closed the meeting at 20h43