

**DRAFT MINUTES OF AN ORDINARY MEETING OF SHENINGTON WITH
ALKERTON PARISH COUNCIL HELD IN THE VILLAGE HALL, SHENINGTON
ON WEDNESDAY, 21ST JUNE 2017 AT 7.30PM**

PRESENT: COUNCILLORS: R. FURNEAUX (CHAIRMAN), C. BUCHANAN, S. PORTER and G. SMITH

1. Apologies for absence

Councillors Brummell (personal commitment) and Court (holiday).

2. Declarations of Interest

The Chairman declared a personal interest in item 6(b)(ii) as a village hall trustee.

3. Open forum

No questions from the public.

4. Acceptance of the minutes of the previous meeting (May)

The minutes had been circulated prior to the meeting. Councillor Buchanan proposed that the minutes be accepted, seconded and agreed unanimously. The minutes were signed by the Chairman.

5. Matters arising from the minutes of the previous meetings:

(a) The Bell Inn; new map

ACTION: The Chairman and Cllr. Porter to mark up a plan.

(b) New councillor update

The Chairman said that he thought it best that the Clerk write to the resident to find out if she is still interested in the vacancy. This was agreed.

ACTION: The Clerk to write to the resident.

6. Councillor's Reports

(a) Outside Organisations

(i) Gliding Club update

No new update.

(ii) Karting Club update

Councillors reported a significant number of meetings at the moment. Karting traffic is ignoring the signage and coming through the village.

ACTION: The Clerk to follow up on the number of meetings with the District Council planning team. The Chairman to email the Club.

The Clerk was also asked to enquire as to whether an annual licence from the District Council is required.

ACTION: The Clerk to liaise with District Councillor Webb.

(b) Communication

(i) School update

No new report.

(ii) Village Hall Trustees update

No new report.

(iii) Cherwell Parish Liaison Meeting; 21st June

The Clerk said that she has complained about the date of the meeting changing and explained that we had previously moved our Parish Council meetings so as a councillor was able to attend.

- (c) Highways
 - (i) Traffic Calming; update
Councillor Smith said that she would investigate what speed reduction signs are available. Councillor Buchanan agreed to contact Anthony Kirkwood at County Highways to ask for recommendations on what to spend our ring-fenced funds on and what permissions/authorizations would be necessary. Councillor Buchanan said that she has contacted the police and asked if they will be supporting speedwatch and using their own equipment. She is waiting for a response. Councillor Buchanan is looking into the cost of signage and a visual speed monitor.
ACTION: Councillor Buchanan to chase the Police for a response and to also contact Anthony Kirkwood for recommendations. Councillor Smith to look into speed reduction signs.
 - (ii) Repairs to road by Karting Club update
The Chairman reported that they are waiting for the patching work which is likely to be September or October.
 - (iii) Mill Lane and Stocking Lane pot holes update
The Chairman said that he has followed up on this but no date has been provided.
- (d) Countryside
Councillors agreed that it would be nice to have a path through the wildflower area.
ACTION: The Clerk to ask Councillor Brummell if he could please arrange.
 - (i) Small signs for the wildflower areas update
ACTION: July agenda item.
 - (ii) Report on the condition of the trees on the green
The Chairman had circulated a report on the trees together with a quote. Councillors agreed that the work should take place as soon as possible. The Clerk confirmed that tree maintenance work is in the budget and that Treotech is a company which is used by the County Council.
ACTION: The Chairman to instruct Treotech.
 - (iii) Duke of Edinburgh Award update
Councillor Porter to pass the bio-diversity folder to Councillor Court.
ACTION: Councillor Porter to pass the bio-diversity folder to Councillor Court.
 - (iv) Tree on Shenington Hill update
Councillors agreed that this tree is dead. The Clerk to inform County Highways.
ACTION: The Clerk to make County Highways aware that the tree is dead.
- (e) Assets
No new report.
- (f) Emergency Planning
No new report.

7. District and County Councillor Reports

- (a) To receive reports
No new reports.
- (b) Street sign for Long Acre update

Councillor Porter said that he would look into this.

ACTION: Councillor Porter to let the Clerk know if the sign has not been erected.

- (c) Grit bin at the end of Mill Lane update
ACTION: The Clerk to chase the County Council.

8. To consider planning applications

- (a) 17/00167/TCA - The Nook, Kenhill Road
Councillors agreed to raise no comments or objections.
ACTION: The Clerk to respond to the planning department.
- (b) 17/00940/CLUE - Sugarswell Farmhouse, Sugarswell Lane
No comments or objections.
ACTION: The Clerk to respond to the planning department.
- (c) 17/01055/F - Sugarswell Farm, Sugarswell Lane
No comments or objections.
ACTION: The Clerk to respond to the planning department.
- (d) 17/00201/TCA - Mill House, Church Lane
No comments or objections.
ACTION: The Clerk to respond to the planning department.

9. To receive results of planning applications

- (a) 17/00701/REM - land south west of the surgery, Stocking Lane; approved
- (b) 17/00656/F - Alkerton House, Well Lane; granted
- (c) 17/00657/LB - Alkerton House, Well Lane; granted
- (d) 17/00479/LB - Stone Holt, Kenhill Road; withdrawn
- (e) 17/00334/LB - Bell View, 2 The Green; withdrawn
- (f) 17/00600/F - The Old Generator Building, Kestrel Ridge; granted
- (g) 17/00145/TCA - The Old Manor, Kenhill Road; no objection

10. To receive correspondence

- (a) OALC (May) Newsletter
Circulated. The Chairman mentioned the changes to the Data Protection Act and also asked the Clerk to download a copy of the Good Councillors Guide.
ACTION: The Clerk to forward a copy of the Good Councillors Guide to the Chairman.
It was agreed that TOE2 information should be placed on the website and that the standing orders and financial regulations should be reviewed.
ACTION: The Clerk to arrange.

11. Financial/Administration Report

- (a) Bank balances
The Clerk confirmed the following balances:
Community Account - £8,718.57
Business Account - £7,220.68
- (b) To consider asset register
The Clerk reported that the Chairman and Councillor Brummell had reviewed the asset register. An amended copy has been circulated to councillors and will be displayed on the website.
- (c) To review and approve a risk assessment

This had been circulated prior to the meeting. It was agreed that this could be approved. A copy is attached to these minutes.

- (d) Internal auditor's recommendations
There were no recommendations.
- (e) To approve 2016/17 accounts
The accounts had been circulated prior to the meeting. Councillors agreed that they could be signed by the Chairman and the Clerk. The Chairman and Clerk signed the accounts.

12. To consider and approve the annual governance statement

The questions were read out and councillors responded. It was agreed that the statement should be approved. The Chairman and Clerk signed the statement.

13. To consider and approve the 2016/17 accounting statements

Councillors reviewed the figures and agreed that the statements should be approved. The Chairman and Clerk signed the annual return.

14. Open forum

No questions.

15. Passing of any accounts for payment:

The following accounts were proposed by Councillor Smith, seconded by Councillor Porter and carried unanimously.

- (a) Mrs. C. Hill - Clerk's fee (May) - £176.84
- (b) HM Revenue & Customs (PAYE) - £44.20
- (c) Zurich Municipal - annual insurance - £257.60

16. Closure of meeting

The next meeting will be on Wednesday, 26th July at 7.30pm.
The Chairman closed the meeting at 9.10pm.