

# TACKLEY PARISH COUNCIL

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## Minutes of the Parish Council Meeting held on 21<sup>st</sup> October 2024 held at Tackley Village Hall

**Present:** Councillors Liz Marshall (LM) Chair), Andrew Lines (AL) (Vice Chair), Sue Lygo (SL), John Gibbins (JG), Angus Paxton (AP).

Cherie Carruthers (CC) (Clerk to the Council)

Councillor Genny Early (GE) (WODC).

1 Member of the public

**24/052:Public Participation:** Mark Hilton of Jasmine Cottage advised the members that he would be submitting a planning, conservation and listed building application for a single storey, solid roof infill extension at rear of property. He has lived in the village for 18 years and been working on improving the cottage in that time. A separate application to building control will be made to replace the single glazed windows at front of the cottage for double glazed, these would be bespoke timber as it is a listed building.

**24/053:Apologise of absence:** Cllr's Richard Holland-Oakes and Steve Hill (SH) were noted. Cllr's Andy Graham (OCC) and Tim Sumners (WODC) were accepted.

**24/054:Declaration of interest:** LM in item 13.i – a family member is a recipient of a payment.

**24/055:** Minutes of Parish Council meeting held on 16<sup>th</sup> September 2024 were approved as a fair and true record: Proposer AL, seconder JG.

### **24/056:Matters Arising from June meeting:**

- i. Metalwork for hardcourt: Quote received for £2,800 plus materials, this will be discussed as part of next year's budget setting.
- ii. Bench in new playground Barwood Estate: Outstanding – CC to chase Barwood.
- iii. Sandbags Shelter: WODC will not deliver more sand or bags until there is a shelter to keep it dry. CC has contacted a local contractor and left a message, additional quote s also required.
- iv. Burial Ground: Next meeting scheduled for end of November, CC had circulated the Law Commissions correspondence on re using graves, SL asked this be circulated to village.
- v. Hole in playground: AL reported a hole in the playground at the last meeting and advised that it had been filled.

### **24/057:To consider District Council matters:**

**GE:** updated on the following items:

- **Pension Credit** – telephone support had been set up at WODC and Age UK, both organisations are reaching out to people who may be on the borderline. LM asked if GE could prepare a brief write up which can be circulated to all residents and local groups.
- **Woodstock LCWIP** – LM and GE attended the steering group meeting. A request for the tow path to be improved was noted and the bus shelter at the Duke of Marlborough pub on the A44 to have cycle racks included. The stretch of canal up to Kidlington from pigeon's lock is ear marked to be worked on. An event on 24<sup>th</sup> October in Witney's Corn Exchange will be looking at safer cycling maps and mapping tools.  
AL noted that the most important thing is to link Tackley to Woodstock, this is especially needed for school children to cycle to Marlborough School.
- **Biodiversity Policy form** – she noted that Stonesfield had sent out a google form to local groups and organisations to pull together what policies they may already have to put into plan.

- **A40 improvements** – planning permission going in and work start with end of 2026.
- **Local Nature Recovery Strategy** is awaiting feedback, she noted that TPC's Nature Spaces maintenance plan is in line with the WODC strategy.
- **Electric Vehicle charging** 1200 EV chargers and gullies available by end of 2026, she will forward to SH. Genny will also make sure Chair and Clerk are added to the email list for OCC Community Microhub Scheme to add Tackley VH Car Park to the list of potential locations
- **S106 guidance** is being discussed with a view to move to CIL payments.
- **RSPCA fireworks campaign** has been issued
- **GWR HS2** – stopping at Reading
- **Climate Action** grant funding of £10,000-20,000 capital projects supporting local business to put in solar panels 4<sup>th</sup> Nov closing date.

**24/058:To consider County Council matters:** None – AG apologises.

**24/059: Housing Needs Assessment:** CFO confirmed that it is better not to confuse the purpose of the survey by adding questions relating to the burial ground. CC have instructed CFO to proceed but TPC need to arrange delivery. It was decided that CC will contact the newsletter delivery team and ask for their help. CC to check that there will be a QR code submission option on bottom of survey.

**24/060:Section 106 consultation date:** Julie Farren of the Village Hall Committee confirmed that they will be consulting re the refurbishment on the 15<sup>th</sup> November 2024 at the Pop UP Pub. LM asked CC to send a formal letter from the PC to confirm the use of the PC land for the Pump Track to Rob Marshall.

CC asked Julie Farren if the Nature Spaces request of a storage room had been accepted. She said she will take to committee and ask. She suggested a container in VH car park, LM advised that TPC do not need a full container.

She advised that Charities commission had agreed to be official custodian, the next step is to change the land registry to reflect that, they have instructed a solicitor for advice on this.

She asked if the VH need a new lease or an amendment and noted that it is up to the PC to do this. AL advised that the footprint of the building has changed so a new one will need to be issued, he noted that a Deed needs to be executed to dissolve the exiting lease, before issuing a new one. JF to give PC copy of the original lease.

The broken roof tiles are being repaired, the playground will need to close for H&S, will let PC know when there is a confirmed date.

**24/061:Tackley Festival:** This item was deferred to SH apologises.

**24/062: History Group Challenge:** AL updated that Mary-Lou Kelsey, Archivist for history group had advised that the storage room is tight for space. There are items that belong to TPC and history group stored on floor, she asked if PC has any extra space. Julie Farren advised that the history group could potentially have the whole committee room, as it will no longer be used for hiring due to lack accessibility. AP asked how long the PC must keep hard copy minutes, CC advised she will look into this, but the minutes are electronically available on the website from 2008.

**24/063: Parish amenities:**

- Safety Railings:** Quotation was not received, defer to next month.
- Flooding:** LM updated that she had written to Lewis Purbrick (OCC Officer) regarding the recent flooding from the 29<sup>th</sup>-30<sup>th</sup> Sept 2024 rainfall. His response was as follows:

*I have been following up the questions around the drainage at Ashwell Bank, but this was hindered by a very long wait for a response from West Oxfordshire's planning team, which has still not fully answered my questions, but we have no evidence to prove the drainage system is contributing to flood risk. The fact the swale started to fill during the recent heavy rainfall provides some evidence that it is working as it should and holding water back during the heaviest rainfall but I do still plan to speak with our own drainage team at OCC to try and establish for certain that the drainage system was designed and eventually installed correctly and have put in a call with them at the start of November.*

*In answer to your question yes further works to Rousham Road storage area could potentially reduce the amount of water that enters the village during certain rainfall events. Since we met, I have held discussions with Highway and Estates colleagues to better understand the history, ownership and maintenance of the storage area. To improve the bund in a well thought out and well-constructed way is quite a significant project and not one we have had budget or resources for in our team this year. I am however keen to explore this as a project we develop with a view to seeking funding for next financial year as it was a recommendation of the flood report.*

*It is good to hear the permanent margins either side of the flow paths across the fields on Fox Hill have gone in. It would be interesting to hear if there are any observed reductions in water or silt coming off these areas of land as a result. I would expect there to be a significant reduction especially in silt but would be great if this is making a visible difference.*

*Fiona Colonnese has been in touch with us and we have agreed to a site meeting, we just need to agree a date which I hope can be in the next few weeks to discuss the culvert blockage and recent flood impacts in that part of the village.*

*I think there may be some, albeit limited, merit in creating some leaky dams in the verge towards the top of Church Hill but when I discussed this with Highways colleagues who know the area well, they were less convinced as the pipework further down the hill already restricts flow, so it is not an idea we have progressed further since we met.*

*If highways gullies are seen that need clearing these should be reported on <https://fixmystreet.oxfordshire.gov.uk/>. This will flag them for attention with our Highways team who will add them to the programme for clearance if that is needed. Due to the amount of work they have on at the moment I know there is quite a long lead time in some cases, especially on minor roads. However, if it has been a particularly long time a repeat report on fixmystreet might be worth considering, adding photos is really helpful as it often allows our Highways colleagues to assess the issue and plan the remedial action without having to come and take a look first.*

iii. **Grass / Hedge Cutting contract renewal:** RS & LM reviewed the current contract and suggest amendments before putting out to tender for renewal. The following recommendations were made:

- village green goes to a buzz cut rather than a 2 weekly cut, now that the green is no longer used for May Day maypole dancing or the summer fete. Buzz cut 4-5 weeks cut to encourage small flowering plants, with cuttings taken away.
- Supplying a detailed monthly invoice breakdown – so we can monitor how the schedule is working or not.
- Making sure the correct schedules are followed.
- Occasional extra cutting when and where necessary – particularly the corners at the entrance to Whitehill from Church Hill for sight lines.
- Hedges – Ron Varney to leave the hedge along the Heath, as the hedge is to be improved and gaps filled in with new whips.

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- Allotment hedge – needs to be done annually on allotment side, so it does not overgrow onto path, the playground side every 2 years. All hedges to be cut in Jan / Feb so berries are available to wildlife through the winter.
- Cut core paths through the Heath.

JG would like to see the village cut neat and tidy, would rather 2 weekly cuts. LM advised that the PC have received more compliments than complaints when we started leaving verges. AL agreed that Nethercote Road needs to be made to look better, the green leave as it is or mow the outside and paths to the bench.

LM will circulate the proposed schedule; it needs to be decided if the schedule can be separated into sections for differing contractors, and if the members agree with the amendments. Defer vote to Nov meeting

*JG left the meeting @ 8:45pm*

iv. Johnny Schicht has requested that he would like power to a new barn in Halls Cover, this involves laying cable from the transformer on Fox Hill to the barn. **Prop LM, Sec AL** – agreed. The boundary between the Heath and Halls Cover is a ditch, which is slightly filled in, he is proposing to dig it out more **Prop LM Sec SL**

In addition, he is offering to dig out the layby, lay type 1 hardcore and then cover with road plainings. All to be done with no charge. Nature Spaces Committee to first confirm that OCC Highways have said this is OK to do.

## **24/064: To consider matters of finance and policies:**

- i. Ratification of Payments – invoices to be emailed beforehand: It was approved that the following payments were ratified and the impact the payment would have on the budget and reserves. Proposed: SL, seconded: AP: **APPROVED**

| <b>Gross Amount (£)</b> | <b>VAT Value (£)</b> | <b>Payee</b>                                  | <b>Details</b>                | <b>Power</b>    |
|-------------------------|----------------------|---|-------------------------------|-----------------|
| 840.66                  |                      | Clerks Pay                                    | Sept 2024                     | LGA 1972 S111   |
| 50.00                   |                      | B Marshall                                    | Sept bin emptying             | LGA 1972 S112   |
| 906.00                  | 151.00               | Greenscythe                                   | Sept Green Spaces maintenance | Open Spaces Act |
| 279.54                  | 46.59                | C Carruthers reimbursement of WEL Medical Ltd | Replacement Defib Battery     | LGA 1972 S112   |
| 252.00                  | 42.00                | Moore Stephens                                | External Auditor Fees 2023-24 | LGA 1972 S112   |
| 16.99                   |                      | L Marshall                                    | Bin Liner Reimbursement       | Open Spaces Act |

*Wel Medical was paid to CC in reimbursement rather than Wel med to allow delivery of the battery*

- ii. **The Conclusion of External Audit and Audit Report 2023-24:** Noted as received and the action points noted.
- iii. **To agree £100 donation to RBL for 2024 Poppy Appeal:** Proposed £125 for 2025-26 Prop AL sec AP.

**24/065: To consider other matters:**

- i. **Letter for land to pump track** - LM requested that the PC write a letter of confirmation to allow use of PC land for track.
- ii. **Insurance for individuals doing work on the Heath as a lone worker:** LM ask that CC check with the PC’s insurers re this.
- iii. **Ridge sign** is broken and need reporting on FixMyStrret – AL to do this
- iv. **Lower Hades path and path Ball Lane** – LM contacted Chris Grain at OCC, as the vegetation on the path has been cleared, but it really needs digging out and the tarmac relaying to prevent repeat clearing required. Also, the path the Ball Lane is collapsing in places, LM asked if they had in house contractors who can repair this as we have struggled to find a contractor.

**Next meeting:** 18<sup>th</sup> November 2024 at 7pm.

Meeting closed at 9:12pm.

Signed as a true record of the Tackley Annual Parish Council Meeting held on 21<sup>st</sup> October 2024.

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Date.....