

STANDLAKE PARISH COUNCIL

Minutes of a meeting of Standlake Parish Council, held in the Standlake Youth Club, on 13th March 2018 at 7.30pm.

Present:

Mr. C. Naylor Chairman
Mrs. B. Smith
Mr. N. Owens
Mr. J. Hunt
Mr. J. Rippin
Mr. D. Bevan Clerk

Mr. C. Mathew (OCC councillor), Mrs. H. Fenton (WODC councillor), Mr. M. Wallbuton,

1. APOLOGIES – Mr. P. Willis, Mrs. J. Clements, Mr. S. Good.
2. PUBLIC ITEMS – see correspondence
3. COUNTY AND DISTRICT COUNCILLOR'S REPORTS – neither councillors had much to report. Mr. Mathew said the change of ownership of Thames Water seems to have resulted in a more 'listening' management and he will restart his campaign for solving the problems, particularly sewage flooding, in this area; this was welcomed by Mr. Naylor. Mrs. Fenton hopes that there is more news forthcoming in the near future and it is reported that the inspector 'is minded' to sign off the plan. Mr. Naylor made it clear how important this is regarding the forthcoming Spitfire Homes appeal. .
4. DECLARATIONS OF INTEREST – there were no declarations of interest.
5. PLANNING
18/00410/FUL: Erection of detached annex: 18/00411/LBC: Removal of existing garage building and erection of detached ancillary annex: Delaware Cottage 1 The Butts Standlake: Mr M Lancaster. No objection but conditional on annexe not being sold as a separate dwelling.
18/00528/HHD: Demolition of the existing rear extension. Erection of a single storey side extension. Alterations to the front of the property to include the construction of a porch above the entrance and the installation of a new roof light: 87 High Street Standlake Witney: Mr Tom Nabarro. No objection.
6. MINUTES - Minutes of the Meeting held on 13th February 2018, copies of which had been previously circulated to all members, were agreed as a true record and signed by the chairman.
7. MATTERS ARISING -.
Brize Norton Liaison Meeting – Mr. Naylor attended the meeting and confirmed that the clerk's assessment that the proposed airspace changes would have no effect on Standlake and there is no intention to appreciably increase aircraft movements.. Other matters raised mainly affected communities close to the base itself.
Roads/Speeding – there are reports of signs down by the Village Hall and Mr. Naylor will investigate.
Flooding/Sewers/Winter – still no reply from Mr. Wilson at OCC regarding grit bins.
Village Hall Land Status – Mr. Owens has this in hand and will keep the council informed.
Playground/Recreation Ground Maintenance – Mr. Hunt has a quote of £1500 for a CCTV system which will cover both the village hall and playground/tennis courts; he is liaising with the VH committee.
Scouts fireworks – access to the recreation ground – Mr. Owens still does not have a definitive answer to the legality or otherwise of restricting access during the event. After discussion the council's view is, that provided there is no legal impediment to allowing the scouts to charge for access to the event, the request should be granted. Mr. Owens will investigate further.
'Battles Over' commemoration - Mr. Hunt is in contact with Northmoor regarding this event and there is a further meeting at Northmoor village hall on 15th March which he will attend.
General Maintenance – the clerk has instructed Mr. Pascoe to go ahead with the refurbishment of the 'Village Gates' as soon as the weather improves.
8. CORRESPONDENCE – email from Mrs. Wallbuton regarding trees in the playground.

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Mr. Wallbuton spoke regarding the pollarding of trees in the playground that were blocking light to his property. He said that it was some 10 years since this was last done and he had engaged a professional tree surgeon to survey the trees. The tree surgeon recommends pollarding of approximately 30% off 3 trees consisting of some dead wood and new growth at a cost of £945 plus VAT; Mr. Wallbuton offered to pay a proportion of this cost. After discussion it was unanimously agreed that the council should contribute 50% of this cost. Mr. Wallbuton thanked the council for its help.

There was also discussion regarding trees on the property of Meadowview Nursing Home which are deemed dangerous by Mr. Wallbuton's tree surgeon. While the main danger is to the Wallbuton's property the trees constitute a possible danger to part of the playground should they fall in high wind. Mr. Wallbuton is proposing to have these removed by his contractor and did not require financial assistance from the council. However, the councillors offered support should this be necessary.

9. ACCOUNTS - the following accounts were approved for payment.

Absolute Solutions - playground repairs -	162.43
Absolute Solutions - car park clearing	450.00
St. Giles Church - churchyard upkeep 2nd half	600.00
PWLB - loan repayment	2142.96
D C Bevan - clerk salary & expenses	1221.60
HMRC - clerk PAYE	290.40

10. RISK ASSESSMENT 2017/18 - The clerk presented the risk assessment for the coming financial year. The main risk area is the playgrounds and it was agreed that this was covered both financially and by insurance. He brought to the attention of the council the risk associated with the clerk himself in that there is no obvious back up for access to the bank account. It was agreed that the clerk will approach Santander Bank to see what arrangements can be made to get access for a councillor to take over if necessary.

11. LWVP REQUEST FOR £300 TO UPGRADE PATH - the Lower Windrush Valley Project are looking to upgrade parts of the Mosaic Trail and the path to the nature reserve; they have asked for a grant of £300. This was approved unanimously.

12. GDPR - DATA PROTECTION - The new data protection regulations come into effect in May. The requirements are quite onerous and an OALC 'explanation' runs to 62 pages which the clerk admitted he found little or no help. The clerk declared himself unqualified to undertake the work the regulations require and councillors agreed that they did not consider themselves qualified to take up one of the roles demanded by the regulations. So far the clerk has tried to audit what data we hold and it appears to be very little. We hold no lists of people or businesses, though contact addresses will be on the system, as are old invoices and the clerk's details for PAYE purposes are there; it is difficult to understand what is considered holding data.

At the moment the clerk is following conversations with a number of other Oxfordshire clerks and has obtained the name of a company - Local Council Public Advisory Service - that has produced a service tailored to small parish councils at a charge of £150 per year. The councillors authorised the clerk to investigate this further and, if necessary, to enter into a contract with this company. The clerk said he will continue to make enquiries and report back.

13. ELECTION 3rd MAY 2018 - It would appear that there may be up to 4 councillors not standing again in May. The clerk issued Nomination Papers to those who have indicated they will be standing again and stressed the tight timescale for returning the papers to WODC - 27th March to 6th April. Mr. Naylor has several copies of the papers should anyone wish to stand in the election. The election notices will be published later this week; they will be placed on the notice board and posted on the website, Standlake News and on the Facebook Standlake People's group.

14. DATE FOR 2018 ANNUAL PARISH MEETING - In the light of the uncertainty of the future composition of the council post May 3rd and the expectation that a decision on the Spitfire Homes application may be forthcoming in May it was decided to defer announcing a date for the APM until these matters were resolved.

15. DATE CHANGE FOR APRIL MEETING - the clerk requested that the next meeting be held on 17th April. Agreed unanimously.

16. ANY OTHER BUSINESS - There being no further business the meeting closed at 9.15 pm

..... Chairman Date