

CHACOMBE PARISH COUNCIL

E-mail: clerk@chacombeparishcouncil.org.uk

Minutes of a meeting of the Parish Council held on **Monday 4th March 2024** at **7pm** at Chacombe Village Hall

Present: Cllr Taylor, Cllr Wright, Cllr Williams, Cllr Jenkins, Clerk.

In attendance – 2 members of the public.

91) Public Time from 7-7:15pm – A parishioner asked if the Parish Council (PC) has talked about the Huscote Park planning application yet. The Chairman advised that the PC submitted an objection to the application and although the deadline for response has now passed the consultation is still open on the portal so the parishioner could submit a response themselves if they would like to. A parishioner stated that they have heard there has been vandalism to a 30mph sign on the Middleton side of the village. The parishioner also raised concerns about potholes in the village. Another parishioner has contacted the Clerk by e-mail about the state of the roads into and through the village. The parishioner present and the parishioner who has e-mailed were advised that the potholes need to be reported on fixmystreet. The PC has reported a number of potholes on fixmystreet and in some cases they get repaired but usually only as a temporary fix and they reopen. Parishioners should continue to report potholes on fixmystreet as the more reports received for particular areas the more likely they are to get repaired. The parishioner also raised concerns about speeding on the Middleton Road. The Chairman advised that the PC are aware of the speeding issue and are in the process of getting 20mph limits in the parish, have the vehicle activated signs, and will continue to do what it can to try to reduce speeding in the village.

Cllr Jenkins joined the meeting at 7:09pm.

2 members of the public left the meeting at 7:15pm.

92) Apologies – Apologies received from - Cllr Tustian. Apologies accepted – None.

93) Declaration of interests on items on the agenda – None.

94) To approve the minutes of the meeting held on 05.02.24 – The minutes were proposed, agreed, and duly signed.

95) Outstanding matters/actions from previous meetings

- a) Status of defibrillators
 - i) School site – **Cllr Wright will check this asap.**
 - ii) The Ring – This has been checked and all is in order.
- b) Website updates – The website developer has created a draft new home page. **Clerk to inform Sheerclass that the PC are happy with the draft and would like them to continue to develop the new site.**
- c) To receive quotes for a scrape and sand of wooden seats on Thorpe Road and the Plantation – The quote received is up to £150 depending on how long the job takes. Proposed and agreed. **Cllr Taylor to instruct the contractor.**
- d) Update re Cllr Jenkins and Cllr Wright getting access to online banking – Cllrs Wright and Jenkins will get this done before the next meeting. **Clerk to complete mandate form to remove Cllr Wilkin.**
- e) Update re public sessions for Defibrillator and CPR Training, and a Fraud and Scam Awareness session with the police – The Fraud and Scam Awareness session will take place on 14th March in the Chapel at 6:30pm. Doors open at 6:15pm. It has not yet been possible to arrange a CPR and Defib training session due to availability of St John Ambulance so it was agreed to see what turn out there is to the fraud event to see if weeknights are suitable for parishioners and then look at this again. **Clerk to put Defib and CPR Training event on next agenda.**

96) Parish Council Domain Helper Service – supporting parish councils to move to a .gov.uk domain – The PC are open to the idea but need to understand more about the purpose, benefits and cost of doing so. **Clerk to look into this further.**

97) Planning Applications received

2024/0483/FULL and 2024/0484/LBC - 1 Thorpe Road, Chacombe. Proposed internal and external alterations to the existing Public House at Ground Floor Level involving internal works to form a new opening through an existing internal wall, to add new internal fixed seating, and external works to relocate an existing LPG tank on the site, with a new timber fenced enclosure, removal of existing fencing and a timber shelter, and the addition of new pergola shelters, new fencing, new festoon lighting and timber support posts, and the formation of a new opening in an existing low patio wall. **No comment. (Response made using delegated powers).**

2024/0356/LBC - Sundial Cottage, 1 Wesley Place, Chacombe. Listed building consent for replacement of asbestos roof slates with concrete grey roof tiles. **Support.**

2023/7979/FULL – Marsh Farm, Banbury Road, Chacombe. Erection of Steel portal framed building to cover existing Silage Clamp. **Support.**

2024/1009/FULL and 2024/0180/LBC – Carpenters Cottage, 35 Banbury Road, Chacombe. Regularise amendments to S/2008/1323/P, installation of glasshouse on east elevation (retrospective), and proposed bathroom and ensuite to second floor. **No comment.**

Planning decisions received

2023/8091/FULL - 54 Thornhill, Chacombe. Proposed rear and porch extension with detached garage / workshop with associated internal and external works. **Approved.**

98) Finance

- a) Approval of the bank statement balances as at 27.02.24 of £97.97 and £19,269.07 – Cllr Taylor confirmed the balances stated are correct.
- b) To confirm completion of the quarterly asset check and consider any actions required – It was confirmed the checks have all taken place and no new issues were noted.
- c) Proposal to spend £535 to get the Vehicle Activated Signs recalibrated to the new 20mph speed limit – Proposed and agreed. **Cllr Taylor to instruct Coeval.**
- d) To agree the following updates to the asset register resulting in a new total asset value of £44,414 – All of the below were proposed and agreed.
 - i) To add on the laptop and docking station purchased in November - £1,010
 - ii) To add the storage container purchased in Jan 24 - £2,540
 - iii) To add on the new defibrillator cabinet installed at the school - £439
- e) To note and approve the following payments and receipts:

Payments made since last meeting using delegated powers: Proposed and agreed.

26.02.24	Kirsty Buttle	Salary, office, Feb	£552.28
26.02.24	HMRC	Tax Feb	£8.80
27.02.24	SSE	Streetlighting December 2023	£65.92

Payments to be made: Proposed and agreed.

Marcus Young Environmental Services	Dog bin emptying Apr 23 to Mar 24	£1,528.80
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- f) To agree the following regular payments list from the 2024/25 agreed budget delegating authority to the clerk to make payments to relevant suppliers up to the budget total. All payments will need to be authorised online by a councillor in order for the payment to be made – Proposed and agreed.

Lighting	£1,000.00
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Lighting - Repairs & Maintenance	£500.00
Grass cutting	£3,200.00
General Maintenance	£1,000.00
Dog Waste Bins	£1,350.00
Clerk's Salary	£6,784.96
Clerk's Expenses/ Stationery	£425.00
Chairman's Expenses	£150.00
Training	£400.00
Audit	£300.00
Website	£60.00
Information and Communication	£100.00
Membership Fees	£550.00
Insurance	£550.00
Donations - Administration S137	£100.00
Village Hall Hire	£150.00
Donations - Berry Close	£1,100.00
Grass cutting - Berry Close	£800.00
Chacombe Chimes	£950.00
Misc Donations	£2,500.00
Village Celebration	£300.00

99) Plans for the Annual Parish Meeting 2024 – Defer to next meeting.

100) Information exchange – Cllr Wright agreed to look at the Local Plan document along with the village hierarchy and will complete the response on behalf of the PC. Cllr Wright advised she will be absent from next meeting.

Meeting closed @ 7:57pm

Date of next meeting – 8th April 2024

Signed..... Date.....