

**Minutes of the Longcot Parish Council
held in the
Village Community Room, Kings Lane, Longcot
on Thursday 12 February 2015 at 7.30pm**

Present: Andi Cunningham, Chairman, John Barneby, John Bridge, Alan Rich, 4 parishioners and Tina Brock, Clerk.

22/15 Apologies for Absence: County Councillor Yvonne Constance (prior commitment) and District Councillor Elaine Ware (prior commitment). These apologies were received.

23/15 Co-option of a Member to the Council. It was agreed that Nathan Boyd be co-opted as a member of the Council. The Chairman formally welcomed Nathan Boyd to the Council. The Declaration of Acceptance of Office form was signed by Nathan Boyd and the Clerk.

24/15 Declarations of Interests.

Minute 41/15 John Barneby is a member of Longcot 800.

25/15 Minutes of the Parish Council Meeting held on Monday 8 January 2015 with a minor alteration were agreed and signed as a correct record.

26/15 Matters Arising:

- i. Minute 14/15 Robert Baker had not yet forwarded the information he holds on the War Memorial.
- ii. Minute 12/15 David Jaecock, Solicitors had been approached for advice into reviewing the conditions of right of way across the strip of land in front of Holly Cottage, The Dash.
- iii. Parish Elections Thursday 7 May 2015. The Clerk informed the Council that candidates' guide and nomination papers would be available by the end of March 2015. The Annual Meeting of the Parish Council would need to take place between Monday 11 May 2015 and Monday 25 May 2015. The Council agreed to hold the meeting on Thursday 21 May 2015.

a. Finance Payment of Accounts. It was RESOLVED to authorise the payments below:

	Net Cost	VAT	Total £
Payments now due:			
Thames Water Utilities Ltd			37.78
T Brock (Jan 2015 salary & reimbursement)		2.00	211.16

As at 12 February 2015 the Current Account was in credit at £1,885.81 and the Deposit Account was in credit at £6,889.91.

REPORTS

27/15 Report from County Councillor. CC Constance sent a report which the Chairman read out:

This is an important message. Local Transport Plan 4 needs strong local response. A new 40mph speed limit on the B4508 will be the greatest impact on Longcot but the position of a new roundabout on the A420 (for access for 500 houses from the development off of Highworth Road, Shrivenham) will make a difference to Longcot too. The consultation would run until Thursday 2 April 2015.

The Chairman would contact Shrivenham and Watchfield Parish Councils to discuss the best way to respond to the consultation.

27/15 Report from District Councillor. Not present.

FINANCE

28/15 Village Green Wayleaves. The Council agreed that the Chairman and John Bridge would sign the wayleave consent to Southern Electric Power Distribution Plc and attached plan. The wayleave provides for SSE to have the right to lay the cable shown on the plan together with rights of access and maintenance and the right to lop trees and hedges that may impede them. SSE are paying the Council £4,000 and David Jeacock, Solicitors costs.

29/15 Clerk's Employment. Deferred until next meeting.

30/15 Update on other current matters. Council requested that a breakdown of costs and funds in the Dedicated Reserves be emailed to Councillors before each Council meeting. This was agreed.

COUNCIL

31/15 Procedures and Policies. Council approved the following:

- i. Complaints Procedure
- ii. Disciplinary Procedure
- iii. Grievance Procedure

32/15 Information and Guidance Documents. Council approved the following:

- i. Arrangements for Viewing Council documents
- ii. Public participation at meetings: Guidance
- iii. Recording and Reporting of Procedures by the Media and General Public
- iv. Information available from Longcot Parish Council under the Freedom of Information Act 2000; Publication Scheme

33/15 Resolution. To note that the changes made above would require a change to the model agenda item in Council's Standing Order 5.10. Notice was given that a Resolution would be submitted to the next Council meeting, modifying the model agenda in Standing Order 5.10 as follows:

- i. To amend sub clause r to read 'Review of the Council's policies and procedures'
- ii. To amend sub clause s to read 'Review of the Council's information and guidance information'
- iii. Delete sub clause t and renumber the following sub clause

HIGHWAYS

34/15 Erosion of Village Green. The Chairman and Alan Rich monitored traffic around the Village Green during drop off and pick up times at the school and reported that not all the damage could be blamed on construction vehicles from the development at Roadside Farm Barns. Council agreed not to send a letter to the developers (see minute 16/15) and discussed ways of preventing the erosion of the Village Green by installing posts or a fence around the area opposite Roadside Farm Barns to the telephone pole. The Clerk would seek advice on what was permissible.

35/15 Update on current matters.

PLAY AREA

36/15 Grass Cutting and Strimming. Deferred until next meeting.

37/15 Play Equipment. John Bridge would check the swing chains tomorrow: weather permitting.

38/15 Update on current matters. The Chairman reported that the BMX track was rarely used and was covered in grass and funding of £194.09 for a bench at the play area had been secured from the County Councillors Community Budget.

PLANNING

39/15 Planning application P15/V0110/D Peartree Cottage Kings Lane Longcot Faringdon, Oxon SN7 7SS - Demolition of existing detached cottage.

(Clerk's Note: Under Part 31 Class1 of the General Permitted Development Order, it is permissible to demolish a building without planning permission providing certain conditions are adhered to.)

40/14 Update on other current matters. The Chairman requested that the Clerk should check on VWHDC's website that the Council's comments on planning application had been uploaded. This was agreed.

VILLAGE GREEN

41/15 Christmas tree fixing. Longcot 800 requested permission to install a cemented slab capped broad pipe for the safe fixing of the Parish Christmas tree. Council agreed subject to viewing installation details prior to work being carried out.

ALLOTMENTS

42/15 Update on current matters. Sharon Cooper and Gary Holcombe would act as Allotment Monitors and report any problems to the Chairman or Alan Rich.

NEIGHBOURHOOD ACTION GROUP

43/15 Update on current matters. Deferred until next meeting.

DATE OF NEXT MEETING

44/15 The next meeting would take place at **7.30pm** on **Thursday 5 March 2015** in the **Village Community Room, Kings Road, Longcot.**

A further Parish Council meeting is due to be held at **7.30pm** on **Thursday 16 April 2015** in the **Village Community Room, Kings Road, Longcot.**

The Annual Parish Meeting and Annual Meeting of the Council will take place on **Thursday 21 May 2015** at **7.30pm** in the **Village Community Room, Kings Lane, Longcot.**

45/15 ANY OTHER IMPORTANT INFORMATION FOR DISCUSSION.

Broadband. John Barneby informed the Council that the Shrivenham and Watchfield exchange was being upgraded. OCC Better Broadband had an agreement with BT that Longcot should be surveyed to see how superfast broadband could be brought to the village. A request had been made to get a cabinet in the village.

The meeting closed at 9.55pm.

Signed..... Date.....2015