STOKE LYNE PARISH COUNCIL

Minutes of the Annual Meeting of Stoke Lyne Parish Council held on Tuesday 9th May 2017 in the Parish Meeting Room at 7.00pm

PRESENT: Councillors N Barnes

Mrs L Soper J Davies P Elliot

Clerk: Mrs K Brown

1 ELECTION OF CHAIRMAN

Nominations were requested for the position of Chairman.

Nomination: Councillor Barnes
Proposed by: Councillor Mrs Soper
Seconded by: Councillor Davies

Councillor Barnes agreed to stand.

Votes: All in favour

New Chairman: Councillor Barnes

Councillor Barnes signed the declaration of Acceptance of Office

2 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Councillor Wheatcroft is in hospital

3 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA

None

4 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETINGS HELD ON TUESDAY $17^{\rm TH}$ JANUARY 2017 AND MONDAY $6^{\rm TH}$ MARCH 2017

The minutes of both meetings had been distributed to and read by the Councillors prior to the meeting. They were agreed as a true record and were signed by the Chairman.

Meeting on 17th January 2017

Proposed: Councillor Davies Seconded: Councillor Mrs Soper

All in favour

Meeting on 6th March 2017

Proposed: Councillor Mrs Soper Seconded: Councillor Davies

All in favour

5 FINANCE

a Expenditure for confirmation and approval

Confirm

1 Zurich Insurance £1142.26

Playing Fields Insurance Cheque number100447

2 K Brown £207.22

Clerks Pay & Expenses Feb – March 2017

Cheque number100448

3	C Poole (123 Web) Web site Domain registration Cheque number100449		£28.78			
4	Stoke Lyne Diggers Donation for hedge cutting Cheque number100450		£60.00			
5	OALC Subscription renewal 17/18 Cheque number100451		£133.07			
6	K Brown (Dell Products) New laptop and software Cheque number100453		£447.79			
7	CDC Dog bin emptying Winter Cheque number100454		£43.58			
Approval						
1	K Brown Clerks pay and expenses Apr – May 17 Cheque number100456		£205.17			
2	Inland Revenue PAYE May 17 Cheque number100457		£3.40			
TOTAL PAYMENTS FOR MAY 2017 £2271.27						
	Proposed: Councillor Barnes Seconded: Councillor Mrs Soper All in favour	r				
	Receipts					
	CDC CTRS grant CDC New Homes bonus		£136.93 £263.30			
TOTAL RECEIPTS FOR MAY 2017 £400.23						
b	Barclays Account Statements had been received					
	Account Balances Current Account – Parish Council Playing Fields VAT refund	£3770.51 £3835.04				

c Bank Signatory Changes

Councillor Davies has been into the bank again and the cheque signatories are all sorted.

d Risk Assessment, Standing Orders and Financial Regulations

The Parish Council carried out a risk assessment and management (financial) for 2017-2018

The Parish Council reviewed the Standing Orders and Financial Regulations and no changes were required.

e Year End Accounts

The Clerk had circulated copies of the draft accounts for information and the Parish Council approved them

Proposed: Councillor Elliott Seconded: Councillor Davies

All in favour

f Annual Return

The Annual Return was completed and approved by the Council

Proposed: Councillor Davies Seconded: Councillor Elliott

g Parish Remuneration Panel Report

After discussion, the Parish Council agreed to continue as in previous years and not pay a basic allowance to Councillors but mileage of 45p per mile could be claimed if Councillors wish to do so.

Proposed: Councillor Davies Seconded: Councillor Mrs Soper

All in favour

h Grass Cutting

The grass cutting of the playing fields has begun and a good job is being done. Unfortunately, the Contractor we chose did not have £10 million public liability insurance that Oxfordshire County Council stipulated so he was unable to carry out the urban cut of the village. The Parish Council approached OCC and asked if they would reconsider as the quote we had was 50% cheaper than the other two quotes. As yet we have not had a response from OCC. The Clerk is to approach the company that cuts the grass at Caversfield to ask for a quote and once the Parish Council receives this then a decision will be made.

i Automatic Enrolment for Pension

Stoke Lyne's staging date is 1st May 2017, the Parish Council do not have any employees for automatic enrolment and the Clerk has confirmed that even though she is an eligible employee, does not want to pay into a pension scheme set up by the Parish Council. The Statement of Compliance will be completed once the new Clerk has been employed.

6 PLANNING APPLICATIONS AND DECISIONS

NEW

17/00169/ADV McDonalds Restaurants – Various site signage including 1 No gateway, 9 no freestanding signs, 1 no side by side directional, 2 no banner units and 14 no dot signs at land adjacent to Esso Service Station, Street to Baynards Green Farm – **No objections**

17/00167/ADV McDonalds Restaurants – 6 no illuminated fascia signs at land adjacent to Esso Service Station, Street to Baynards Green Farm – No objections but would point out that it is very important that screening should prevent these illuminated signs being visible from Stoke Lyne Village which is only about 1 mile away.

17/00170/ADV McDonalds Restaurants – Installation of 1 No freestanding 7m totem sign at land adjacent to Esso Service Station, Street to Baynards Green Farm – Object for the following reasons:

- The 12m totem sign is too high, due to its position it does not need to be this high if it is only trying to bring in passing traffic, and very visible from local rural residences
- It is too bright particularly with 600 cd/m illuminance levels and would be totally visible and intrusive to residents of Stoke Lyne and surrounding areas

• There are concerns regarding the positioning of the pole, if it should collapse for any reason it is likely to fall directly into the path of traffic on A43, Esso drive thru or McDonalds drive thru

17/00172/F McDonalds Restaurants – Variation of condition 2 of 15/00758/F to allow installation of plant to the roof of the building and minor alterations to the layout and elevations at land adjacent to Esso Service Station, Street to Baynards Green Farm – **No objections**

17/00680/F Mrs H Wye – Erection of stable block and use of land for grazing of horses (Resubmission of 16/02042/F on Land North of Church Farm, Stoke Lyne – No objections

PENDING

None

DECISIONS

16/02312/F Mr & Mrs Hunter – Application of external insulation and render/boarded finish to roadside elevation at Bainton Lodge, Street through Bainton, Bainton OX27 8RL - Approved subject to conditions

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17/00172/F McDonalds Restaurants – Variation of condition 2 of 15/00758/F to allow installation of plant to the roof of the building and minor alterations to the layout and elevations at land adjacent to Esso Service Station, Street to Baynards Green Farm – Approved subject to 12 conditions

Fields Farm, Bainton - The extended period allowed to comply with the Planning Inspectors decision is due up on the 11th May 2017. The Clerk has written to CDC to ask what plans in place to enforce the removal of the pod and returning the land back to the way it was. There has been no response as yet.

Church Farm - There is now a new planning application to move the stables. Hook Norton Brewery have agreed to pay towards this and CDC are in the process of sorting out if they will contribute as they did not follow procedure and consulted the wrong Parish Council.

7 VILLAGE ISSUES

Broadband – The proposed date of June has now been moved back to the original date of December as there are some problems, one being the siting of the box.

8 PARISH COUNCIL

Councillor vacancy - Councillor Billingham had resigned from the Parish Council and the Chairman thanked him for all his work especially in helping set up the grass cutting. There had been no request for an election and therefore the Parish Council can co-opt a new member. There had been one Parishioner who had come forward – Rex Keeping. The Parish Council discussed his application and unanimously agreed to co-opt him onto the Parish Council.

Proposed: Councillor Barnes Seconded: Councillor Elliott All in favour

Parish Clerk - the Clerk has decided finish her role with the Parish Council from the end of May. The position has been advertised within the village but there no-one has shown interest and the

Clerk has spoken to other Clerks to see if they would be interested in the position. Anne Davies who is Clerk to Stratton Audley Parish Council has submitted a CV and the Parish Council have decided to interview her during the following week. The Clerk to organize a date, book the Parish Hall and invite Anne Davies for an interview.

9 WEBSITE/TRANSPARENCY CODE

The new website is up and running, still needs a bit of work to incorporate the different headings which will be carried out in the next few weeks.

10 CORRESPONDENCE – see also end of minutes

None

11 DATE OF NEXT MEETINGS

Tuesday 11th July 2017 at 7pm in the Parish Rooms Tuesday 10th October 2017 at 7pm in the Parish Rooms Tuesday 9th January 2018 at 7pm in the Parish Rooms

12 ANY OTHER BUSINESS

None

	Meetings			
	held since last	Meetings		Last meeting
Councillor	PC Election	attended	%	attended
Nick Barnes	5	5	100%	09.05.17
James Davies	5	5	100%	09.05.17
Lisa Soper	5	5	100%	09.05.17
Bob Wheatcroft	5	3	60%	10.01.17
Phil Elliot	4	3	75%	09.05.17
Ian Corkin/Barry				
Wood*	5	4	80%	09.05.17

^{*}Councillor Corkin attended the Annual Parish Meeting

There being no further business the meeting closed at 7.50 pm.

Correspondence 11th January 2017 - 9th May 2017

None