

# Longworth Parish Council

## MINUTES of PARISH MEETING.

Held at Longworth School at 7:00 pm 31<sup>st</sup> January 2014

**PRESENT:** ,Chairman Mrs Boyce, Mr Auckland, Mr Hodgkins, Mr Longstaff, Mr Pearce, Ms Sabathy, Mrs Tilley(OCC),Mrs Carlisle (Clerk) and 5 members of the public.

### 1/14 COUNCILLOR MELINDA TILLEY

Mrs Tilley asked if anyone has any questions for her, there were no questions. She advised that the £10k fund had now been spent, and was pleased to report that she had received a thank-you from the playground improvement committee. Mr Hodgkins passed on a thank-you from Hinton Daycentre for the £1,000.

### 2/14 PLAYGROUND IMPROVEMENT UPDATE – JUSTINE CARDY

The basket ball stand and goal were moved last weekend by Mr Hale from Southmoor.

The equipment has been ordered, with a planned installation start of 24<sup>th</sup> February. This installation of new equipment is expected to take 1-2 weeks. The expectation is that all equipment will be in situ by 8<sup>th</sup> March. A request will be going out for village volunteers, to lay matting on Saturday 8<sup>th</sup> March (and 15<sup>th</sup> March if needed).

Confirmation has been received from Playdale that the park will be sealed off fencing will be put up across 2 gates whilst installation going ahead, and matting goes down.

A notice needs to go out to residents – advising that the park will be closed during this time – Parish Clerk to send note round to villagers.

Rospa, advised and recommended an inspection after the equipment installation. The post installation inspection is £395 plus VAT. It was recommended that we get the Rospa inspection before final payment of the invoice as a form of "holdback". Mr Auckland, had queried snagging money. Justine confirmed no snagging holdback.

Discussion about invoices to be made to Longworth Parish for reclaiming of VAT. Followed by a discussion of who owns the equipment? The equipment will either be invoiced directly to the Parish council and consequently be their asset, or will be gifted to Parish council for a nominal sum of £1? Following this discussion about the VAT Justine advised that the grant from WREN contract may need rewriting, as it may be with the Longworth Park project.

Installers will install to EN1171 commercial playground standards. Rospa will check siting, spacing, barrier heights and all other safety issues.

Parish Clerk to have conversation with our Insurance advisors find out what situation is re liabilities. New equipment needs covering by £35,000 (£22k equipment cost plus installation cost plus VAT – which will presumably be claimed back) It was confirmed that the Parish council will be responsible for

maintenance, and it was decided that a costly maintenance contract with the supplier was not necessary.

Parish Clerk to get Insurers to resend email confirming inspection only needs to be carried out monthly. At the moment within timescales for grants.

Parish Clerk to book Rospa inspection for middle of March.

Ms. Sabathy, asked when would councillors be taken round equipment to know what we need to keep an eye out for monthly inspections. Justine to check with Rospa what will need to be checked monthly. Finally Justine invited councillors to meet contractors. All councillors expressed interest in doing so.

### **3/14 ALLOTMENTS**

Kris Felton gave an update. New tenancy agreement and rules have now been sent to allotment holders. There are now only 7 empty plots, and following on from last meeting it is now estimated that it will cost about £1200 to trim and cover these plots. Mr. Pearce queried the funding for strimming, and enquired if the grant organised by Mr. Longstaff could be used to pay ½ of this cost. Parish Clerk to get clarification if the insurance policy covers public liability for equipment such as mower from the insurance company.

There has been a donation to the parish council of metal shed with padlock and keys and rotavator. General concern was highlighted as to whether the Parish Council should actually own equipment that would be jointly used on the allotments.

Mr Longstaff confirmed that the grant for equipment would be paid retrospectively at 50% of cost. It was confirmed that no one has received any documentation from Vale of White horse re this grant. Robert has requested copies to be sent from Carole Cumming, Grants officer.

Fencing off the allotment path was discussed and the general feeling was that public should be allowed right of way. Parish Clerk to feed back to Wendy Woodford.

### **4/14 OPEN SESSION**

There were no matters raised.

### **5/14 DECLARATIONS of INTEREST**

There were no changes in relevant personal circumstances reported.

### **6/14 APOLOGIES**

An apology was received from Mr Hayward (DC), Mrs Broad

### **7/14 MINUTES**

Mr Longstaff has issue with wording on planning applications, fully support, no objection etc... Ms. Sabathy suggested emailing out plans with email link, responses from councillors to be collated by parish clerk, and comments circulated back to councillors before submitting. It was agreed we would give this a try.

The minutes of the previous Meeting were accepted as correct.

**8/14 MATTERS ARISING**

The question of who should empty the village park rubbish bin was raised, Parish Clerk to check with VOWH if this can be collected by bin men like the other village bins.

**9/14 PLAYGROUND INSPECTION**

Mrs Broads January inspection received. The next inspection to be carried out in February by Ms Sabathy, and March by Mrs Boyce. Check sheets issued.

<b>10/14 RECEIPTS and PAYMENTS</b>	
<b>Receipts</b>	
Interest January	7.43
<b>Payments</b>	
Clerk’s salary December	180.00
Allotment water rates	14.84
Clerk’s salary January	225.00
Retirement gift – Alan Boyce book token	75.00

**11/14 CORRESPONDENCE RECEIVED**

Thank you letter from Mr. Boyce for his retirement gift, to be circulated with these draft minutes.

**12/14 COUNCILLORS’ CONCERNS**

Ms Sabathy raised the issue of public access round allotment. It was agreed that there would be no gate –Parish Clerk to speak to Wendy Woodford who was organising this.

Mr Hodgkins reported that the footpath between Sunday school and Hinton Road, cleared. Chairman agreed to pass on thanks to Bernie at Longworth Manor.

Mr Auckland had no concerns

Mr Pearce asked for a. Neighbourhead plan update. It was reported that there was no progress.

Mr Longstaff – to get evidence of caravans and stables and horses behind his house.

The meeting ended at 8:20

Next meeting 7 pm. Friday 14<sup>th</sup> March 2014, confirmed. Location TBA.

Signed.....

Date.....