

# Longworth Parish Council

## MINUTES of ANNUAL PARISH COUNCIL MEETING.

Held at Longworth Village Hall at 6.40 on 3<sup>RD</sup> May 2017

**PRESENT:** Mrs Carlisle (Clerk), Mr Hodgkins, Mrs Kinch, Mr Longstaff, Mr Pearce (Chairman), Mr Shaw and Mrs Woodford plus 3 members of the public

54/17	<b>ELECTION OF OFFICERS</b> Mr Hodgkins nominated Mr Pearce, Chairman and Ms Sabathy Vice Chair both Seconded by Mrs Kinch. Both were unanimously elected.	Action
55/17	<b>APOLOGIES</b> Apologies received from Ms Sabathy	
56/17	<b>DECLARATIONS of INTEREST</b> No new declarations of interest, clerk to forward forms for the year	GC
57/17	<b>MINUTES OF LAST MEETING</b> The minutes of the 5 <sup>th</sup> April meeting were put before the Councillors and accepted as being correct and duly signed.	
58/17	<b>ANTHONY HAYWARD</b> Mr Hayward was unable to attend the meeting	
59/17	<b>OPEN SESSION</b> A member of the public asked if we could get a hit rate on the village website? Clerk to ask webmaster	GC
60/17	<b>MATTERS ARISING</b> All matters arising will be covered under major headings.	
61/17	<b>MEETING TIMETABLE</b> It was resolved to meet at least every 8 weeks in future rather than 6. Clerk to re-issue timetable and get the Village Hall booked, for the regular meetings	GC
62/17	<b>REVIEW AND ADOPTION OF CODE OF CONDUCT</b> It was resolved to adopt the code of contact	
63/17	<b>REVIEW AND ADOPTION OF STANDING ORDERS</b> It was resolved to adopt the Standing orders	
64/17	<b>REVIEW AND ADOPTION OF FINNCIAL REGULATIONS</b> It was resolved to adopt the Financial Regulations	
65/17	<b>REVIEW AND ADOPTION OF RISK ASSESSMENT</b> It was resolved to adopt the Risk assessment, but agreed that this may be revisited following E. T. Shepherds professional advice.	
66/17	<b>2016/17 GOVERNANCE STATEMENT ACCUAL ACCOUNTS</b> It was resolved to accept The Governance statement, this was signed by Chairman and Clerk and the minute reference 66/17 added	
67/17	<b>2016/17 ACCOUNTING STATEMENTS ANNUAL ACCOUNTS</b> It was resolved to approve and accept the financial statements , this was signed by Chairman and Clerk and the minute reference 67/17 added	
68/17	<b>2017/18 BUDGET AND RECEIPTS AND PAYMENTS</b> VOWH have agreed to the precept budget, a copy of the budget re-issued to councillors for information	
	<b>Receipts</b>	
	Investment Income (April)	16.42
	Comet bus receipts	20.75
	VOWH Precept	13865.00
	<b>Total Receipts</b>	<b>13902.17</b>

	<b>Payments</b>		
	Clerks Salary April	437.62	
	Grass cutting	135	
	Compost area removal and fence repair BGG	325	
	Web Hosting Fee (May 2017 – May 2019)	171.36	
	VAT	92.00	
	<b>Total Expenditure</b>	<b>1160.98</b>	
<b>69/17</b>	<b>NAG UPDATE</b> The next meeting 25 <sup>th</sup> May in Southmoor village hall, there has been no recent meeting to report on		
<b>70/17</b>	<p><b>CHURCHYARD AND BURIAL GROUND – ROBERT LONGSTAFF/MICHAEL PEARCE</b></p> <p>Mr Longstaff updated that he had forwarded all Faculty info requested re the damaged table tomb, we are now awaiting the PCC to submit the faculty, or request further information.</p> <p>Clerk to issue instruction to Andrew Maclean to say Longworth Parish Council accept the quote for crown raising the 2 Oak trees in the new burial ground.</p> <p>BGG have completed the removal of compost heap and repaired the fence. Clerk to discuss stock proofing the fence with the landowner, as there have been lambs in the graveyard and distraught Ewes trying to knock the fence down to gain access</p> <p>The Entrance gate to the churchyard is scheduled to be repaired next week?</p> <p>Consecration issue – Clerk to chase final two responses as this process cannot move forward until all responses have been received</p> <p>Working Party, Mr Longstaff to try removing the Ivy by the approved church method (as found on the internet) during week commencing 8<sup>th</sup> May, and draft Risk assessment before organising a working party and then decide how to advertise following this initial work</p> <p>Clerk to get quote for new bench by war memorial</p> <p>Bins - All bins to be removed from the old compost area., Clerk to make new sign “No waste to be left in this area please use the bins by the entrance gate”.</p> <p>Clerk to order Brown Bin to be used for garden waste and other rubbish in black bin</p> <p>Terms and conditions for graves, councillors to provide comments to Clerk</p> <p>Notices – following Shepherds visit, they will undertake work to make monuments safe</p> <p>If monuments are laid flat, efforts need to be made to contact relatives if possible.</p>		<p><b>GC</b></p> <p><b>GC</b></p> <p><b>GC</b></p> <p><b>RL</b></p> <p><b>GC</b></p> <p><b>GC/RL</b></p> <p><b>GC</b></p> <p><b>ALL</b></p> <p><b>GC</b></p>
<b>71/17</b>	<p><b>PLANNING MATTERS/APPLICATIONS</b></p> <p>There were no planning applications to discuss</p> <p>It was resolved to agree Wording on planning responses (Fully Support, Object or no objection) before submission of Parish Council response on the online portal</p>		
<b>72/17</b>	<p><b>PLAYGROUND</b></p> <p>April Inspection carried out by Mr Hodgkins, the playground was in good condition generally, bin bag was missing.</p> <p>Mr Longstaff to carry out the May inspection and investigate if the rubbish bin can be removed and also investigate repairing the concrete in front of goal. Mr Longstaff to report to clerk if a contractor needed to do this. The black bin to be transferred from Graveyard, and put just inside the playground gate, to be put out for rubbish collection every fortnight.</p> <p>June inspection Ms Sabathy</p>		<p><b>RL</b></p> <p><b>SS</b></p>
<b>73/17</b>	<p><b>ALLOTMENT UPDATE – WENDY WOODFORD</b></p> <p>There are now only 2 empty plots, still issues with dog being walked around the allotment and their owners not clearing up. The smaller “No Dogs” sign has been ripped off, Clerk to order new sign and give to Mrs Woodford for fitting. The Electricity board contractors didn’t complete the work scheduled Mrs Woodford to contact them to ensure the work gets completed. Problem Trees – damsons trees around</p>		

	the outer path are causing a problem also Sycamore saplings need to be removed as these are causing a potential hazard to the horses in the adjacent field. 3 plots not being worked, official rules to be followed 1) verbal, 2) Official notice to be served	
<b>74/17</b>	<b>TRANSPORT UPDATE – LESLEY KINCH</b> Wednesday Comet bus running well, Appleton village want to run a bus to replace 43 to Abingdon, Mrs Kinch to put notice in Seven voices	
<b>75/17</b>	<b>SPEEDWATCH INITIATIVE</b> Still ongoing issues with the equipment, last session should have been Mon/Tues, next planned session end of May/Early June.	
<b>76/17</b>	<b>CORRESPONDENCE RECEIVED</b> Various items forwarded to councillors/village email. Correspondence from Mr Catherall re Freedom of information re Northern allotment, a reply has been sent advising where to access Parish Council minutes.	
<b>77/17</b>	<b>ANY OTHER BUSINESS</b> Sycamores on the allotments, saplings need to be removed. Ms Woodford to contact SEB Clerk to contact Highways about the trees from the Potting Shed Nursery which are obscuring line of sight along the road. Fence to footpath round the back of the school is leaning and dangerous, clerk to report to VOWH. Mr Hodgkins agreed to discuss with Richard Frost. Signs around village, getting quite green, in need of cleaning, also some leaning signs, Clerk to investigate and report	<b>WW</b> <b>GC</b>  <b>GC</b> <b>MH</b> <b>GC</b>
	<b>DATE OF NEXT MEETING</b> 5 <sup>th</sup> July 2017 in the Village Hall at 7.00 pm	

The meeting ended at 8.55

Signed.....

Date.....

