

**Minutes of a Meeting of Little Coxwell Parish Council**  
**Held by video conference on Wednesday 4<sup>th</sup> November 2020**

1. Present: G Yarwood (Chairman), F Woodd , A Whiteford, Dave New (Councillors), A Benford (PPW) , Cllr Judith Heathcoat (OCC), Cllr Elaine Ware (VWHDC), C Weston (Clerk)
2. Apologies for absence were received from N J Mattingley and Cllr Simon Howell (VWHDC)
3. Declarations of interest. Dave New declared an interest in the Footpath Improvement agenda item
4. The minutes of the meeting held on Wednesday 5<sup>th</sup> August 2020 and Interim meeting held on Tuesday 29<sup>th</sup> September were approved.
5. Matters arising from the minutes of the last meetings.

5.1. **A420 Speed Limit.** It is understood the council would not reduce the speed limit on the stretch of the A420 from the Fernham Road turning to the roundabout.

5.2. **Village Notice Board.** Action carried forward. Glen and Dave to look at the repair needed.

*Action: Glen/Dave*

6. County & District Councillors' reports

**District Council:** The DC monthly report was circulated in advance of the meeting. The following items were highlighted. Regular updates are being received from the Vale Communications team.

**New Eastern Villages.** Swindon Borough Council lost its appeal regarding access to the New Eastern Villages through Symmetry Park. As a result all traffic will emerge onto the A420 including the huge new distribution warehouse.

**Civil Parking Enforcement.** The final report is due later this year and likely to come into force November 2021.

**Off Street Parking.** There is an open consultation due to close on 19<sup>th</sup> November. Glen and Andy W to consider a response, in particular if there is any impact on potential EV charging solution.

*Action: Glen/Andy*

**County Council:** Judith Heathcoat's report was circulated in advance of the meeting. Judith highlighted several areas where District Council and County Council work overlap such as the Civil Parking Enforcement.

**Child Hunger.** Judith emphasised that despite much media attention on free school meals, no children are going hungry on the county of Oxfordshire.

**Council Electric Vehicles.** Replacement of the council fleet to electric vehicles is slightly on hold due to the current financial pressures as a result of Covid.

**Safety.** Batteries discarded in the grey bins can ignite if damaged. Always dispose in dedicated bins, ideally those in shops selling batteries. There was a fire incident caused by a tumble dryer which had been left on after the household went to bed. Always clear the fluff from the filter and only use while attended.

Monday 9<sup>th</sup> November is the extra garden waste collection for those using the brown bin service. Caroline to send out a reminder Round Robin.

*Action: Caroline*

## 7. CCTV. Nothing to Report

## 8. Planning

- 8.1. Planning Appeal ref APP/U3100/W/20/3250471 (21st August deadline) re limit on truck movements MW0068/19. This appeal is ongoing.
- 8.2. Gorse House - P20/V2353/HH Car Port and 1<sup>st</sup> floor to replace Barn. No comment from PC
- 8.3. Gorse Farm – P20/V2495/DPO - P95/V1259 Section 106 Discharge Application associated with Barn. No comment from PC.

## 9. Finance

### 9.1. Spend is in line with budget.

- Total bank balance stands at £10,750. Note: £2,500 is reserved for Playing Field costs and £607 for footpath related costs. Excess footpath costs for the work currently being undertaken will come from the general PC funds.
- Expenditure since last meeting was in line with that agreed:
  - £61.20 Annual Website Hosting (note this is a 50% reduction for first year)
  - £92.70 Piping for gullies
  - £224.71 Matting for footpath
- Income since last meeting:
  - £650 September Precept
  - £50.55 VAT Refund
- Expenditure expected before next meeting:
  - £1,000 approx for completion of footpath work
  - £150 approx for annual CCTV maintenance
  - *Above items pre-approved*
- No income is expected before next meeting

### 9.2. Precept for 2020/2021. A draft budget and 3 year forecast was distributed in advance of the meeting. It was agreed to maintain the precept at the same level of £1,300.

### 9.3. The current Auditor will be unable to perform the role this year due to illness. An alternative auditor has been sought and Caroline has a call planned with them on Friday. This new auditor already works for Shrivenham, Longcot and several other local councils. *Post Meeting Note: the new auditor, Tim Light, has been confirmed at a cost of £120 (previous cost was £118).*

## 10. Annual Reviews. The Risk Assessment and Financial Procedures were distributed in advance of the meeting.

### 10.1. Risk Assessment. A discussion took place whether to include any items related to the Covid 19 situation. The Parish Council has so far been able to continue its activities with no financial impacts although some work, e.g. gulleys on Fernham Road was delayed. The village Covid support network [littlecoxwellneighbours@gmail.com](mailto:littlecoxwellneighbours@gmail.com) was run by villagers rather than the PC. Caroline to draft the Risk Assessment update to include Covid considerations.

*Action: Caroline*

Fra asked whether the insurance covers injury to both volunteers and paid contractors when working for the PC. Caroline to check.

*Action: Caroline*

### 10.2. Financial Procedures. Nothing to be updated.

## 11. Footpaths

- 11.1. Andy Benford (PPW) has walked the paths recently and no issues were found.
- 11.2. The work on the gullies carried out by Dave has been well received and the informal path alongside Fernham Road is being well used. He has received requests to extend the work as far as Sandy Lane. This would cost approx £120 in piping.
- 11.3. Dave New is working on the path 278/1 (from the church to Fernham Road) as agreed at the Interim meeting on 29<sup>th</sup> September. There are a few more days work remaining and he is on target.

12. Village Playing Field. The new Property Manager, Catrin Mathias, sent an email on 21<sup>st</sup> October stating that she is still dealing with this and had received a response from her legal team that day. Catrin said she hoped to send a response to us by 4<sup>th</sup> November. Despite sending a reminder no response has been received. Elaine offered to chase up again.

*Action: Elaine*

## 13. Any other business

- 13.1. Dog Fouling. There have been complaints about dog fouling on the footpath behind the church as well as generally around the village. Fra suggested a Round Robin reminding everyone about the £1,000 potential fine.

*Action: Caroline*

- 13.2. Electric Vehicle Charging Point. Andy and Glen met with a lady from the council who is looking at county wide schemes. She said there are various funding schemes however Little Coxwell is too small to be a recipient. There is a potential way of having a charger cable cross the pavement which Glen and Andy will investigate. Judith asked to be kept informed

*Action: Glen/Andy*

## 14. Date of next meeting.

The next meeting will be on Wednesday 10<sup>th</sup> March at 6pm.