

**SOUTH NEWINGTON PARISH COUNCIL**  
Draft Minutes of an Annual Parish Council Meeting  
Held on Tuesday 16<sup>th</sup> May 2023 at 7.30pm  
In the Village Hall

**Present:**

Councillors: Vanessa Doyle (Chair), Graham Smith and Sarah Wilson-Medhurst

Mrs Christine Coles (Parish Clerk) and three villagers

**23/29. Elections**

*Election of Chair and Signing of Acceptance of Office form*

It was proposed by Cllr Wilson-Medhurst and seconded by Cllr Smith that Cllr Doyle be Chair. She signed the Acceptance of Office form.

*Election of Vice-Chair*

This was deferred until the next meeting.

Acceptance of Office forms were signed by the Councillors present who have started their new four year term of office.

**23/30. To receive apologies for absence**

Cllr Lucks (personal), Cllr Rapp (personal) and James Honeybone

**23/31. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda**

No interests were declared.

**23/32. To approve the minutes of the meetings held on 21<sup>st</sup> March and 20<sup>th</sup> April 2023**

The minutes were both approved and signed as a true record.

**23/33. To note any matters arising from the minutes not included on this agenda**

Fourth Field – A new email has been sent round asking for evidence. The Parish Clerk has only received a few replies so a new one will be resent.

**23/34. To receive reports from the County Councillor and District Councillor**

There were no reports. The new District Councillor is Andrew McHugh who has replaced Hugo Brown.

**23/35. To discuss a request for someone to use a metal detector on the Poleaxe**

An ex villager has asked to use a metal detector on the Poleaxe. A previous agreement was given. However there have been a few complaints over time such as the grass being disturbed and metal being put in the rubbish bins. Emily Gale was at the meeting and said that over time she has found interesting artefacts. If she found anything valuable she would contact the Parish Council. It was agreed she could use the metal detector again but avoid the summer months. The contract will be renewed for one year and exclude the months of May to October.

*Action: The Parish Clerk to reissue the contract.*

**23/36. To discuss the proposed Adult Gym equipment quote and grant options**

The Chair has received a quote for adult play equipment costing £5000.00. An area would need to be designated within the Poleaxe to place the equipment. The company who have quoted may be able to help with grants.

The idea was agreed in principle and a survey will be put in the next newsletter. Evidence from a neighbouring village has been obtained who have adult gym equipment in place. The idea of a mini trampoline has also been mentioned. Interest will have to be gauged.

**23/37. To discuss the A361 and how to slow traffic down**

In response to the 20mph consultation one villager had asked about how to slow traffic down. The village are limited to what they can do without street lighting. Speed vehicle activated signs would have to be paid for by the Parish Council and any new line marking. It was agreed more signage could be useful.

*Action: The Parish Clerk to arrange a meeting with Highways.*

**23/38. To receive an update on the repair of the damaged village gate**

Following the last meeting Cllr Rapp was going to contact the insurance company re the damage to the village gate and claiming. This will be followed up as he was absent tonight.

**23/39. To receive an update on the 20mph zone and next steps**

An email was sent around the village and 30 emails of support have been received. The Parish Council have the support of the County Councillor.

*Action: The Parish Clerk to forward this to OCC to be included in the programme.*

**23/40. To receive an update on the Kings Coronation mosaic**

The mosaic was discussed and whether to make an additional payment. It was agreed the work was fabulous and an additional payment agreed. It was agreed to unveil the mosaic at the Flower Show in August and it will be hung in the Poleaxe. NS has written to King Charles and Queen Camilla to ask if they will unveil it. Concern was expressed by a villager that it might deteriorate outside but it has been tiled and varnished. It will be hung outside to start with and monitored over time.

*Action: The Chair to contact Nicky Smith to discuss.*

**23/41. To adopt the OCC Model Code of Conduct**

The OCC Model Code of Conduct was circulated prior to the meeting. It was agreed to accept with immediate effect.

**23/42. To receive the Clerk's Report – circulated**

**Planning**

**New**

- 23/00907/LB, Replacement of existing flat roof on bathroom; removal of rusting and damaged railings on west elevation to enable access for maintenance and removal of Ivy which is growing over windows at The Close, High Street. Supported by PC.

**Older**

- 23/00598/LB, Installation of secondary glazing to all windows. Structural Heritage repair to secure south-facing corner of the property at The Close, High Street. Supported by PC.
- 23/00786/LB, Underpinning to small external stone at Springfield House, Bakers Lane. Supported by PC.

**Other Matters**

**Little Forge**

It was noted that the verges outside Little Forge are being disturbed. This will be raised with the applicant. The planning conditions such as times for construction traffic and delivery vehicles are not being adhered to.

*Action: The Parish Clerk to find out who to contact at CDC to report the issues to.*

**Finance**

*The following payments were approved under statutory powers:*

- £225.00 to Miss S Macksmith (mosaic – 1<sup>st</sup> instalment)

- £141.50 to Kallwik (printing and verge signs)
- £36.00 to Sort It (website maintenance)
- £18.00 to Parish Clerk (SLCC membership)
- £150.00 to R Fletcher (internal audit)
- £45.00 to OPFA (membership)
- £126.98 to CDC (dog bin emptying)
- £235.20 to N Prickett (grass cutting)
- £40.00 to ICO (Data Protection renewal)
- £659.01 to Zurich Municipal (insurance)
- £475.00 to Village Hall Committee (grant)
- £475.00 to PCC (grant)
- £28.71 to N Smith (Coronation expenses)

The mosaic was discussed and whether to make an additional payment. It was agreed the work was fabulous.

*Action: The Chair to contact Nicky Smith.*

*AGAR For year ending 31.03.23*

*To approve and sign the Certificate of Exemption, Section 1 and Section 2*

The internal audit has been carried out. It was agreed to approve and sign the Certificate of Exemption, Section and Section 2.

*Action: The Parish Clerk to send the Certificate of Exemption and Notice of Electors Rights to the External Auditor and prepare the paperwork for the website before 30.06.23.*

#### **Correspondence**

The following correspondence was circulated:-

- CDC, Parish Remuneration Panel. This will be deferred to the July meeting.
- OCC, DIY Waste price Increase. Further details are on the OCC website.
- Network Services, Overhead Power Lines. The Parish Clerk was asked to contact National Grid for an update to this work. They have replied to say all required consents have been obtained and they are awaiting the return of these from the contractor who is overseeing the scheme. Once these have been received they will arrange for the work to be programmed in.

#### **23/43. Councillors Reports**

New Commemorative tree – This will be purchased in the Autumn and be permanent. The tree will celebrate the Queens Jubilee.

The noticeboard requires varnishing. A quote will be obtained.

#### **23/44. Public participation session (*Members of the public are invited to address the council. The session will last for a maximum of fifteen minutes with any individual contribution lasting a maximum of 3 minutes*)**

A villager spoke about Airbnbs and how there are more holiday lets. Airbnbs are allowed but there are restrictions through the planning process. If people have concerns they should speak out.

Another villager spoke about the recent District elections and how power will be redistributed within Cherwell District Council.

A villager asked if parishes get together to discuss common issues. They used to but do not meet now. Cherwell District Council hold two Parish Liaison meetings each year which gives Councillors the opportunity to attend workshops, raise matters and meet other Councillors.

#### **23/45. To note next meeting date and time**

Tuesday 18<sup>th</sup> July 2023 at 7.30pm (Cllr Wilson-Medhurst gave her apologies for this meeting)

Meeting finished at 8.25pm.

DRAFT