

# **CURBRIDGE AND LEW PARISH COUNCIL**

## **Minutes of the Parish Council Meeting**

**Virtual meeting using Zoom software, Monday 11<sup>th</sup> May 2020, 6pm.**

**PRESENT:** Cllrs. Glenn Gannon (Chair), Mark Wilson, John Courtney, Angela Boddington, Patrick Foley

**IN ATTENDANCE:** Two members of the public, Ted Fenton (County Cllr), Ben Woodruff (District Cllr), Howard Higgins (Clerk & RFO)

### **1. APOLOGIES FOR ABSENCE**

Cllr Tony Wilson.

### **2. DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS**

None.

### **3. MINUTES**

RESOLVED: that the minutes of the meeting held on 9<sup>th</sup> March 2020, which had previously been circulated, be approved as a correct record and be signed by the Chairman.

### **4. MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**

Clerk provided an update as follows:-

- Website framework updated by website provider to meet accessibility requirements;
- OCC updates as follows:
  - Noisy manholes covers on Main Road. Outside Merry Horn - expect to be repaired rather than replaced. Outside Greystones - to be replaced.
  - Road markings on crossroads Main Road/A4095 - to be refurbished early this financial year;
  - Combined cycle path/pavement beside A4095 between Well Lane and Main Road - added to minor works schedule for this financial year (repair and siding out to original width);
  - Damaged metal railings along A4095 - OCC plan to remove the metal railings (no date).
- Road posts for electronic speed signs installed. Speed signs to be installed once manufacturer can continue in light of COVID-19 measures.
- Parish hall roof storm damage seems to be covered by insurance but excess applies. Cost of repair to be established.

### **5. COUNTY AND DISTRICT COUNCIL MATTERS**

Ted provided an update on OCC matters. Dix Pit is due to reopen on Monday 18<sup>th</sup> May and queues expected (see news item on West Oxfordshire District Council website for more details). Patrick raised the issue of fly-tipping near his property and this problem has been exacerbated by the closure of Dix Pit. Ted acknowledged the problem of fly-tipping and this needs to be reported to WODC.

The County Councillor priority fund is currently being used to assist COVID-19 local support groups who may need funds.

Ben provided an update on WODC matters. The list of vulnerable residents within the Parish had been provided to Ben who contacted those residents to ensure needs being met.

### **6. PLANNING APPLICATIONS**

No applications received.

The Parish Council expressed concerns over building works within the Parish that may require planning permission. RESOLVED: details of properties passed to Ben to follow up with WODC planning department.

Representatives from the Parish Council will be having a virtual meeting with Crest Homes about the site on Downs Road following a request from Crest Homes. This relates to a possible change of use application. This will be reported back to the Parish Council.

## **7. FINANCE**

RESOLVED: For the time being cheques will be signed on a periodic basis. This is done by the Clerk preparing a list of payments due and circulating that list and scanned copy invoices to Glenn, Mark and Angela who will act as signatories. Social distancing rules followed.

Bank balance as at 1<sup>st</sup> May 2020 = £21,272.08.

Cheque payments made since last meeting: PAYE and PAYE submission costs (£480); Electricity (£166.81); Road posts and installation (£1,425.73); Various subs (£78); Ground rent (£5); Play area costs including inspection (£1,620); Insurance (£780.05); Parish hall plans (£80.00); Stationery etc (£80.99); Dog bins (£150.24).

Community Facilities Grant application for play area costs made by Clerk but only a very small amount may be supported by WODC from response received so application withdrawn after consulting Chairman. Application for a grant will instead be considered to be made for the Parish Hall where S106 funding likely to be insufficient.

Clerk provided draft year end figures. High balance at year end due to grant received for speed signs but costs to be incurred this financial year. Records now with internal auditor.

## **8. WELL LANE PLAY AREA AND PLAYING FIELD**

Glenn advised he has added further grass seed and used weedkiller (costs to be reimbursed). Awaiting quote for costs of replacing fence. Play area remains closed due to COVID-19 restrictions.

## **9. SUNDRY NOTICES**

Two quotes received for Parish Hall upgrade. RESOLVED: third quote still required and to be arranged by Glenn.

**Next Meeting** - Provisional date of 8<sup>th</sup> June.

**Cllr. Glenn Gannon, Chair of the Council**  
**Signed 8<sup>th</sup> June 2020**