

FREELAND PARISH COUNCIL

MINUTES OF AN ORDINARY MEETING OF FREELAND PARISH COUNCIL, HELD IN THE VILLAGE HALL, WROSLYN ROAD, FREELAND ON THE 21ST FEBRUARY 2022, IN THE COUNTY OF OXFORDSHIRE AT 7.30PM.

PRESENT:	Chairman:	Roger Faulkner
	Vice-Chairman:	Mary Ann Canning
	Councillors:	Bill Phillips, Peter Foster, Amy Jackson (till 10.10pm), Perrin Hatwell
	District Councillors:	Alaa Al-Yousuf, (till 9.20pm) Marilyn Davies (till 8.30pm)
	County Councillor:	Liam Walker (from 9.00pm till 9.20pm)
	Clerk:	Lisa Smith

At the time of this meeting taking place, the UK and rest of the world were still experiencing a Coronavirus (Covid -19) pandemic, and legislation and rules around this were constantly being updated. The current Government advice was for Council meetings to be held face to face, so the meeting was held in the Village Hall to allow for social distancing and better ventilation.

1. PUBLIC PARTICIPATION SESSION

Three residents were present for this session, Kenny Wylie and Andrew Sharp who both wished to listen to the discussions, and Robert Crocker who wished to speak about Sustainability in the village. Sustainability in Freeland – Robert gave a brief talk about the village hall and possible options to improve the sustainability of the Hall. The upcoming AGM was due to be held on 14th March at 7.45pm in the Newell Room, to which the Chairman and Vice Chair were invited to attend. A brief discussion was held at the last Village Hall Management Committee meeting about improving the Hall's sustainability and they would like to be a part of any working group set up to look at reducing the carbon footprint of the Hall.

Robert explained that when the Hall was built, the option of a ground source heat pump was investigated, but the grant for this was unfortunately withdrawn at the time and the Parish Council simply could not afford to pay for one. So, the best alternative was to properly insulate the Hall to save as much money on heating as possible. The Hall has two gas boilers which at some point would need replacing. He suggested trying to solve the playing field drainage issues at the same time as investigating a ground source heat pump if this was the preferred option in the future. Solar panels may seem an obvious choice but may not be appropriate for the Hall, but possibly could go on the changing rooms. This was all duly noted.

Robert also advised that he had met with Perrin regarding the footpath and bridleway at Vincent's Wood and was aware of an upcoming new development at Cuckoo Wood Farm and was keen to ensure more planting was done to help the Nature Recover Network. He suggested looking back at the original application with regard to landscaping options and was happy to be involved if felt appropriate.

Robert was thanked for his contribution and left the meeting at 7.44pm.

2. TO RECEIVE APOLOGIES FOR ABSENCE – Andy Bain & Andrew Bird – both family commitments.

3. CODE OF CONDUCT:

3.1 TO RECEIVE ANY AMENDMENTS TO THE REGISTER OF MEMBERS' INTERESTS

There were no amendments to the Register of Members' Interests.

3.2 TO RECEIVE ANY DECLARATIONS OF INTERESTS FROM COUNCILLORS FOR MATTERS TO BE CONSIDERED AT THE MEETING

Mary Ann Canning (personal) as a member of Freeland Charitable Foundation.

Roger Faulkner (personal) as Vice Chair of Freeland Community Benefit Society and Speedwatch Co-ordinator.

4. APPROVAL OF MINUTES

4.1 To approve and sign as a correct record the Minutes of the Ordinary Meeting held on Monday 17th January 2022

The Minutes of the Ordinary Meeting held on 17th January 2022 were approved and signed by the Chairman as a true record of those proceedings.

5. URGENT BUSINESS

There was no urgent business to report.

6. MATTERS ARISING FROM THE MINUTES

6.1 Mobile coverage in Freeland – to receive an update on progress to improve mobile signal.

Peter gave a brief update. He had been informed that the supplier for the site had been changed again so this had caused some delays. It was hoped to be able to progress things in the next few weeks. Peter would keep the Council updated with further progress.

6.2 Grass verge by Freeland House– to receive an update on any response from Highways regarding the reinstatement of the verge opposite the nursing home

The Clerk had written to Highways to ask them to reinstate the verge or provide a financial contribution towards wildflower seeds. No response to date had been received. After a brief discussion Council agreed to ask Russell Fisher to carry on and plant up the verge with wildflowers.

Action: Clerk to contact Russell as above.

6.3 Platinum Jubilee Celebrations – to receive an update on any actions required for the Platinum Jubilee Celebrations (Big Lunch style event) on 5th June

The Clerk had placed a note in the Grapevine asking for volunteers to help organize the event, but only two people so far had come forward to offer a little assistance. It was suggested contacting the previous organizer of the last few Big Lunch events and also the organizer for the Christmas Day lunch event to see if they would be willing to assist. The Clerk would also contact the organizer for the Farmer's Market to see if they could help. Amy advised she would be happy to assist as well. It was also suggested asking the Covid Street Champions and village clubs and groups to organise their members to come along and bring a picnic lunch. There was children's cricket on the field in the morning, and then from lunchtime onwards there could be stalls and activities. Perrin advised he could organise an ice cream van and some bungee trampolines, it was suggested asking the pub to see if they would run a bar, and perhaps the sports clubs could do a barbecue. The organiser of the Farmer's Market could also perhaps organise various stall holders to attend. The Clerk would make contact with the organisers.

It was also agreed to order some jubilee bunting for indoor and outdoor use and to ask the VHMC if they would like to make a contribution towards the cost.

Action: Clerk to make contact with organisers and pub/ sports clubs etc as above, and to source some bunting for indoor and outdoor use.

6.4 Woodland Trust hedgerow planting – to receive an update on tree saplings delivery

Andy had provided a brief email update. 15 saplings were due to be delivered in the next few weeks and 13 sites had been identified, including the church. He had suggested planting the remaining two near the junior slide on the playing field, which was also identified for hedgerow and small trees, however it was suggested planting them in the Broadmarsh Lane amenity area instead where there was likely to be some room. The Clerk would ask Andy to contact her to discuss possible options.

Action: Clerk to contact Andy as above.

6.5 Sewage Pollution – to note any response from Thames Water following second letter of complaint re sewage pollution in local waterways

A further response had been received from Thames Water following last month's letter of complaint about sewage pollution. The rather vague response gave no assurances or firm commitment/proposed actions about reducing sewage pollution but did advise it was not a quick or easy problem to solve. However Thames Water had advised they were committed to issuing real-time notifications of discharges at all of their 468 permitted discharge points by the end of this year. This new system was currently being trialled at six sites around Oxford and details could be found at: <https://www.thameswater.co.uk/about-us/performance/river-health>

It was also reported that WODC were in the process of setting up a third Water Day event which had been very successful in the past and which had been attended by representatives from Thames Water, WASP, Evenlode Catchment Partnership and the Environment Agency. The WODC Cabinet was also arranging some briefing events for parish and town councils following a cross party motion put forward to ensure the water treatment companies are held much more to account and provide clearer data to the Council about what sewage is being discharged, where and when and looking at their planned operational and capital expenditure for each of their local sewage treatment works. This motion was due to be heard on 23rd Feb.

It was also pointed out the WODC had no legal authority or leverage on any utility companies including Thames Water, all they could do was reflect residents' concerns.

It was also noted that unless Thames Water commented on large scale planning applications, then very little could be done about the ongoing problem of discharges. It was important that Thames Water provided comments on applications to advise that the sewage system would be unable to cope with further housing so that this could be taken into account. Fortunately, they had commented on the Inspired Villages planning proposals.

It was agreed that details about this could be provided to residents at the APM, and therefore no further action was currently required.

6.6 Annual Parish Meeting – to finalise topics for meeting and flyers/agenda and organise refreshments, plus to approve the printing in colour of APM flyers via local printing firm (approx.cost £143)

The Clerk would forward the APM date to the County and District Councillors so they could confirm their attendance. Alaa advised that he would be unable to attend.

After a brief discussion, it was agreed that the following would be the topics for the APM:

Water pollution – Mary Ann to ask a rep from ECP or WASP to attend to give a brief presentation;

Freeland 2030 vision – it was agreed to use the APM as a chance to launch the survey and it was suggested putting up a large scale village map to show the traffic calming proposals – the Clerk would ask local parishes if they had some display boards the Council could borrow;

Freeland Naturehood – Clerk to ask Russell Fisher or Amanda Watson to give a brief presentation;

Sustainability in Freeland – Christian Silk to give a brief presentation on ways in which we can help to make the village more sustainable especially in view of the climate crisis.

The Clerk would also contact the local PCSOs to see if they would be able to attend and give a brief talk about crime figures in Freeland.

A draft flyer and agenda had been circulated prior to the meeting, and following discussion about the order of the meeting, it was agreed that the Chairman and Clerk would finalise the agenda and flyer, then Mary Ann would do some art work on the flyer then it could go to the printers. The printing of the flyers in colour by a local printing company was also unanimously approved.

Action: Clerk to contact reps as above, and to finalise flyer and agenda with Chairman then organise printing of flyers.

6.7 Oxfordshire Treescapes Project – to receive an update on detailed treescapes report for Freeland and to decide whether to take part in project

Mary Ann confirmed she had received the report but was unable to circulate it very widely at present. The report detailed existing features in the village with maps showing woodland, and gave suggestions of where more trees could be added. This project was linked to the Nature Recovery Network and a government initiative where grants may be available. Mary Ann would speak to Andy and Russell Fisher to see if they were happy to be involved in the project.

Action: Mary Ann to speak to Andy and Russell as above.

6.8 Operation London Bridge – to approve purchase of photo of Queen, book of condolence and approve draft notice, plus decide on whether to purchase flag for flagpole at Village Hall

The Clerk had investigated some options for the photo of the Queen, and the official images on the Royal.uk website had to be used. After some discussion, it was agreed to order the 16" x 12" sized photo at a cost of £124.20. A frame would need to be sourced and purchased, and the Clerk would arrange this. Some black ribbon for the picture would also be required, Mary Ann advised she had some that could be used. Perrin agreed to source a black tablecloth, and it was also agreed that the Clerk would order a union jack flag (plus ropes) that could be hung on the flag pole at the village hall.

Various options of a book of condolence were also considered and the Council approved the purchase of the black loose leaf book from Executive Retail Ltd at accost of £29.95. This would give single sided loose leaf pages, giving space for 750 individual messages per book. Additional packs of 20 pages could also be purchased separately giving an additional 300 individual messages if needed.

Action: Clerk to order official image of the Queen, book of condolence and union jack flag. Mary Ann to source black ribbon, Perrin to source black tablecloth..

7. PLANNING - Applications received & WODC Decisions plus:

7.1 Applications Received:

22/00110/HHD

18 PARKLANDS, FREELAND.

Conversion of existing garage to living space together with the erection of single storey side and rear extensions, new front entrance porch and associated works including gravelled parking area for Mr R Massingham and Ms C Stephens.

22/00137/HHD

21 PARKLANDS, FREELAND.

Two storey and single storey side and front extensions for Mrs S Cooper.

After a brief discussion, Council agreed not to make any objections to the above two applications.

7.2 Applications Approved:

21/03953/HHD

5 WALKERS CLOSE, FREELAND.

Erection of a single storey extension to front and side for Mr Oliver Puddle.

7.3 Applications Refused: None.

7.4 Applications Withdrawn: None.

7.5 Applications Awaiting Decision:

21/03258/FUL

3 CUCKOO WOOD CARAVAN PARK, EYNHAM ROAD, FREELAND.

Erection of detached building for the garaging of heavy goods vehicles for Mr Perry Hatwell.

20/01734/OUT

LAND NORTH OF A40, A40 SECTION FROM BARNARD GATE TO EYNHAM ROUNABOUT, EYNHAM (NEIGHBOURING PARISH)

Outline application with means of access for a mixed-use Garden Village, comprising residential, retail, food and drink, health and community facilities, hotel, class B1, B2 and B8 employment uses, education provision, burial ground, public open space with sports pitches together with ancillary facilities, landscaping and associated infrastructure and works for Grosvenor Developments Ltd.

21/00961/FUL

LAND SOUTH OF SHASTON, THE GREEN, FREELAND.

New Build Chalet Bungalow with detached double Garage for Mr & Mrs Neil and Catherine Tregear.

21/02627/OUT

LAND OFF THE WEST SIDE OF WROSLYN ROAD, FREELAND.

Outline planning application for the erection of a retirement community of up to 160 extra care units (C2 use class) with associated communal facilities and open space, with access from Wroslyn Road, (all matters reserved except access) and retention of veterinary practice in the coach house for Inspired Villages.

7.6 Neighbourhood Plan – to receive an update on progress with next steps to starting the process for a Neighbourhood Plan and discuss ways of encouraging involvement from residents, plus to consider topics/questions to include in a village survey.

Amy gave a brief update. A meeting had been held on 21st January and the notes of this meeting had been circulated to the Council. The next step was to gather resident's aspirations and concerns in the

village and then look at housing and traffic options. Amy would pick up this work after 31st March when she had completed her studies, and hoped to have the survey designed and ready for the APM with QR codes possibly available to access the survey. It was also essential to encourage wider engagement from the village.

Action: Amy to work on survey and launch details at APM.

7.7 Inspired Villages planning application – to note additional information submitted by developer and to discuss whether to submit a further response from the PC

Additional information from Inspired Villages had been submitted to WODC Planning Department and this was duly noted. After a brief discussion, Councillors agreed they were satisfied with the original objection they raised and that they did not wish to make any further comments at this stage. The application was due to be heard at the Uplands Planning Committee in March when the outcome would then be known.

7.8 Parish Online Mapping software – to discuss how Councillors are getting on with new software and to discuss future use

Mary Ann had set up logins for each Councillor and everyone was asked to check they could log in to the system and to have a look at it and get back to Mary Ann if any queries.

Action: All Councillors to log in to Parish Online and have a look at the system.

8. REPORT OF COUNTY AND DISTRICT COUNCIL BUSINESS

In Alaa's report he advised that he had written an explanatory report in the Grapevine this month regarding the precept and how this influenced the council tax calculation.

He also provided an update regarding some posts and a petition on social media regarding WODC possibly introducing parking charges in Witney and gave some background as to how this petition came about. WODC would be continuing with free parking in its car parks in the District for the current time, but OCC were considering charging for on-street parking in Woodstock as a trial scheme, which if successful may be rolled out to other areas.

With regards to sustainability in Freeland, it was suggested referring to work carried out at the WODC Climate Action Working Group which may be helpful.

It was also reported that the electric vehicle charging points were due to be rolled out in the next couple of weeks, following delays caused by supply problems.

In Liam's update he provided the results of the 20mph survey. A report summarising the results had already been emailed around to the Councillors prior to the meeting and this was referred to during his update. The village was very split, with 124 responses being received. Of the 124, 52 were in support of a 20mph limit, and 63 were against. However the comments were important to note, because many of the residents who didn't support the 20mph limit through the whole village were in support of a 20mph limit in certain zones in the village such as by the school and pub. After reading through the results and comments, Liam advised that he felt there was a strong case to support a 20mph limit in certain zoned areas of the village and he would be happy to support this.

A vote was then taken on whether to introduce zoned areas with a 20mph limit in Freeland, with 5 Councillors voting in favour, and 1 voting against. The Clerk would forward Liam a copy of the minutes detailing this decision.

He would also email James Wright about the traffic calming proposals so that Mary Ann could make contact with him and invite him to the next Traffic Calming Working Group meeting.

Alaa and Liam were thanked for their updates and both left the meeting at 9.20pm.

Action: Clerk to email Liam minutes showing above decision and Liam to email James Wright re traffic calming.

9. PARISH CLERK VACANCY – to note resignation of current Clerk and to discuss how best to fill vacancy and decide whether to appoint a Staffing Committee/Working Group

The Clerk had tendered her resignation from her Parish Clerk position last month, meaning she would leave her post at the end of March. An advert and job description, person specification and application form had all been drawn up and these were approved. Council passed on their thanks to the Clerk for her 13.5 years' service to the Council and wished her well. It was agreed to set the closing date for applications as 11th March, with interviews to be held w/c 14th March, with a view to appointing the new candidate at the 21st March meeting. It was agreed that the Chairman, Vice Chair

and Andy (who had recently offered to take part in the recruitment process) would interview, together with the Clerk.

Action: Clerk to book Newell Room and contact Andy for availability.

10. **FINANCIAL MATTERS:**

10.1 **Presentation of the monthly financial report**

The monthly financial report for January was presented to the Council showing details of the bank balance at 31st January 2022 and the receipts and payments received or paid out in the last month. The bank statement was checked as agreeing with the figures on the finance sheet and was signed by Bill.

10.2 **Approval of invoices for payment**

The Council approved invoices for payment as listed on the invoices for payment sheet distributed with the meeting. These invoices would all be paid by BACS online. Council therefore **resolved** to approve all of the following invoices for payment:

The following invoices are requested to be approved for payment:			
BACS Ref Number	To whom paid	Details	Amount (£)
BACS 120	Freeland Village Hall Bookings	Hall hire 21.02.22	25.00
BACS 121	Lisa Smith	Clerk's salary - February*	950.42
BACS 122	Freeland Nurseries	Sand for sand shack	54.00
BACS 123	Roger Faulkner	Hi-vis jacket for Speedwatch	33.60
BACS 124	Starboard Systems Ltd	Scribe accounts annual software licence	561.60
BACS 125	Graham Lay	Memorial posts repair work	50.00
BACS 126	Lisa Smith	Refund expenses (Microsoft office & printer toner)	118.84
		Total:	1,793.46
Plus: NEST pension payment of £33.09 (employee & employer contributions). The amount of £18.91 has been deducted from Clerk's salary for February salary payment.			
*Pay award pending for Clerk's salary - negotiations still taking place so previous salary continued.			
Direct debit payment of £40 to be paid on 25th Feb to Information Commissioner's Office (ICO) for data processing fee (GDPR).			

10.3 **Review of VAT reclaim**

The Clerk had prepared the VAT reclaim for Q3 which the Chairman checked and this was accepted by the Council.

10.4 **Pension scheme – to note employer re-enrolment duties and to choose re-enrolment date**

Notification had been received from the Pensions Regulator regarding the Parish Council's legal re-enrolment duties. A re-declaration of compliance was required to be submitted by 31st August 2022. The Clerk would complete the necessary documentation and submit it by the deadline.

Action: Clerk to carry out re-enrolment duties and submit info to Pensions Regulator by deadline.

10.5 **To update on the review the effectiveness of internal audit process (to include review of financial system)**

The review was carried out on 25th January by the Chairman and Peter in consultation with the Clerk and a report of their findings had been circulated to Councillors prior to the meeting. The report found the system of control of the Parish Council finances to be appropriate and being carried out in a proper, transparent and rigorous manner and no recommendations for any changes were made. Council noted and accepted the findings of the report.

10.6 **Any other financial business – none.**

11. **PARISH COUNCIL STANDING ITEMS**

11.1 **Play areas/Playing Field – to receive any reports:**

11.1.1 **Play area reports: Play area reports: Problem with sand chute lever**

Pink book– The Chairman had the pink book and would pass it on to Mary Ann. A problem with the lever on the sand shack chute was reported and needed attention. The black knob on the sand chute lever was stuck and didn't seem to work properly to enable the sand to be released. There was also a possible finger entrapment issue. It was felt this could well be a design fault with the equipment. Mary Ann would report this to the manufacturer and in the meantime Perrin had taken a look and said

he could fix it with a plastic grommet. This was agreed. It was also reported that the junior slide had some rust holes in the top of the handle, Perrin agreed to take a look and see what could be done.

Action: Mary Ann to contact manufacturer re sand chute, Perrin to try and fix chute and look at holes in slide to see what can be done to fix them.

11.1.2 Water for cricket square – to update on progress with adding a water supply to the new storage shed.

There was nothing further to report. Notification had been received from Oxfordshire County Council to advise that a road closure licence had been applied for to close Pigeon House Lane from 16-18 March 2022 for Thames Water to provide a new water mains connection.

Robert Crocker would advise the Clerk when the connection had been completed.

11.1.3 Playing field drainage work – to note response from Football Club re covering costs of drainage work on the field and to consider a PC response

Following the Clerk's email to the Football Club about them having to cover costs of field drainage work going forward, the Club had responded to advise that they would be unable to meet these costs as there were no grants available to cover this and they did not have the funds available going forward. They asked the PC to reconsider this proposal. After a discussion, Council agreed to pay 50% of the costs and would ask the Club to pay the other 50%, by engaging with fund raising like the Cricket Club had done. The Clerk would report back to them.

Action: Clerk to report back to Football Club as above.

11.1.4 Play area strimming/mowing – to approve this work being carried out by local contractor

It was reported that the Parish Council's local mowing contractor wished to cease mowing the play area as soon as possible, ideally from the beginning of March. Another local contractor who was already mowing the field for the Parish Council had expressed an interest in taking on the work for the same price. After a brief discussion, Council approved the appointment of Billy Rendell of Rendell Gardening Services from the 1st March 2022 to take over as Play Area Groundsman. The Clerk would write to Billy to confirm his appointment.

Action: Clerk to write to Billy Rendell as above.

11.2 Village Highway Matters – to receive any reports: Fly tipping – an incident of fly tipping had occurred in Oakland Close, and this was duly noted. Alaa had arranged for the removal of the items. A note about it had been placed in the Grapevine and on social media.

11.2.1 Traffic calming measures – to receive an update from Traffic Calming Working Group

A meeting of the Traffic Calming Working Group had been held 2 weeks ago, and at that meeting it had been agreed to go ahead with various proposed traffic calming measures, no matter what the outcome of the 20mph limit survey would be. Mary Ann was producing a word document that could be emailed to James Wright in Highways to check the feasibility of the proposals and would invite him along to the next Traffic Calming Working Group meeting. Once it was known which options were possible, these would then be presented to the village for their thoughts. Andy was also going to approach Colin Davies as well and feedback his response.

Action: Mary Ann to produce document to send to James Wright and invite him to next meeting. Andy to approach Colin Davies as above.

11.2.2 Speedwatch– to receive an update from Speedwatch group and to consider purchase of additional hi-vis jackets

The Chairman provided a brief update on the Speedwatch activity. The new online system was now up and running. All previous locations had had to be resubmitted together with two new locations, one by the entrance to Freeland House Nursing Home, and the other was by the bench opposite 146 Wroslyn Road. It was already noted that their activities were having an impact with average speeds having definitely reduced due to the presence of the Speedwatch team.

The Parish Council passed on their thanks to the Speedwatch team for carrying out this valuable work.

The Chairman also requested offering payment for a Speedwatch hi-vis jacket to each team member at a cost of £33.60 per jacket – this was approved. The Chairman would liaise with the team and advise if they wished to purchase they could do so and claim the money back.

Action: Chairman to liaise with Speedwatch team re hi-vis jackets.

11.2.3 Memorial trees – to update on progress in getting broken/rotten posts replaced and to update on memorial tree pruning

The two damaged posts had been replaced and the pruning had also been done. Council passed on their thanks to Graham Lay for replacing the posts.

11.2.4 Bus shelter on A4095 – to update on progress in getting a new shelter installed on A4095

A representative from OCC had met with the residents who live by the layby to confirm the proposed bus shelter location and all seemed happy with the proposal. The bus shelter had since been ordered and an installation date was now awaited.

11.2.5 Dog bins – to note two further bins are to be upgraded – one by Woodlands and one by Broadmarsh Lane

Two further dog bins were due to be upgraded to the new style bins as they had been missed off the list – the one in the footpath from Broadmarsh Lane to Wroslyn Road, and the one in the footpath from Wroslyn Road to Woodlands - this one would be moved closer to Wroslyn Road for ease of emptying. This was duly noted.

11.3 Footpath & Bridleway matters/Footpath Book – to receive any reports:

The footpath rota was due to start again in March and a new rota had been produced and placed in the book. Amy would pass the book to Andy as he was first on the rota.

The signage on BR1 needed checking to see if it still needed attention – when the rota restarted this could be checked.

Action: Councillors to check signage on BR1.

11.4 Garden of Remembrance – to receive any reports plus:

No reports were received.

11.4.1 S106 Public Art funds – to discuss whether to use some S106 Public Art money to fund a new mosaic/inscription/sculpture at the GOR

Following on from last month's suggestion of using the S106 Public Art money to fund a new sculpture or statue or mosaic inscription in the Garden of Remembrance, Mary Ann had emailed around the ideas for a sculpture and it was agreed to place this on the next agenda for discussion.

Action: Clerk to place item on next agenda.

11.5 Freeland Hall Management Committee – to receive any reports

Bill gave a brief update. New curtains had been fitted in the Hall. A resident in the village had donated a bench to the Parish Council and some suggestions were invited as to where to place the bench. One suggestion was to place it on the rear patio of the village hall, Bill agreed to take this to the Village Hall Management Committee for approval. The bench would also require some maintenance before installation, so it was agreed to ask Graham Lay to take a look and provide a quote for the work. An inscription was also required – the Clerk would ask Graham if he could arrange this.

Action: Bill to take suggestion of bench location to VHMC meeting for approval, Clerk to ask Graham Lay to look at bench and provide quote as above.

11.5.1 Village Hall sustainability/carbon neutral – to receive any update from the FHMC regarding suggestions put forward about the Hall becoming carbon neutral, including possible installation of solar panels on changing rooms roof

This had already been covered in Robert Crocker's presentation in item 1.

11.6 Broadmarsh Lane amenity area – to note request from resident to create pathway from footpath in amenity area to their rear garden gate

A request had been received from a local resident to create a pathway from their rear garden gate to the footpath in the amenity area, using logs and possibly some bark. The Clerk had met with the resident to view the area and could see no problem with the request. The resident also agreed to clear the debris in the area from the trees and shrubs that had recently been cut down. After a brief discussion, Council approved the creation of the footpath. Concerns had also been raised by the resident about a tree that had a very hollow trunk and which was leaning towards the footpath. The

resident was concerned that with all the recent stormy weather, the tree could fall onto the footpath. Council agreed to ask a local tree contractor to take a look at the tree and provide an assessment.

Action: Clerk to feedback to resident and arrange tree contractor to review tree in amenity area.

11.7 Village Pond – to receive any reports

There was nothing to report.

12. CORRESPONDENCE – To discuss and agree any actions arising from:

(a) OALC January update – details had been emailed around.

(b) OALC Pay negotiations and employment training – details had been emailed around, there was still no final news on the pay negotiations.

Plus additional items received since the meeting papers sent out:

(c) WODC – Invite to Town & PC forum – to be held on Thursday 17th March at 6.30pm – 8.00pm at WODC offices, Woodgreen, Witney – details had been emailed around and the Chairman wished to attend. The Clerk would book him a place.

Action: Clerk to book Chairman onto forum.

13. CIRCULATION

No February circulation.

January circulation – still out.

No December circulation.

14. TO RECEIVE A MONTHLY UPDATE REGARDING FREELAND PRIMARY SCHOOL

There was nothing to report.

15. ANY OTHER BUSINESS – FOR PRELIMINARY DISCUSSION ONLY

None.

16. DATE OF NEXT MEETING:

The next meeting of the Council would be held on **Monday 21st March 2022 at 7.30pm in the Village Hall**. There being no other business the meeting closed at 10.20pm.