

**Minutes of the Parish Council Meeting held at Freeland Village Hall in the Newell Room at 19:30 on Monday 11<sup>th</sup> September 2023**

It was agreed that Cllr M A Canning will be Chair with Cllr P Foster as Vice Chair until May 2024. In addition it was agreed to have a rotating Chair for the relevant meetings each month. For tonight's meeting MAC handed the Chair over to Cllr A Bird for this meeting.

**Members Present:**

Cllr B Phillips (BP), Cllr P Holt (PH), Cllr A Bird (AB), Cllr M Canning (MAC), Cllr R Crocker (RC), County Cllr L Walker, District Cllr A Al-Yousuf, District Cllr L Arciszewska and Clerk Fay Friend (FF). Additionally 4 members of the public were in attendance.

- 1. To receive apologies for absence** – Apologies have been received from Cllr P Foster (PF)
- 2. To receive Declaration of Interest in agenda items** – nothing to be added.
- 3. To approve minutes of the Parish Council meeting held on 10<sup>th</sup> July 2023** – It was **RESOLVED** that the minutes were signed as a true record.

- 4. Public Participation session**  
No members of public wished to speak.

- 5. To discuss and agree any actions for urgent business**  
Resignations: We have received resignations from Cllr R Faulkner (RF) and Cllr M O'Callaghan (MO) this has left two vacancies open for co-option until the May elections.  
Confidential matter – Code of conduct issues discussed. The members of the public were asked to leave the room for this matter.  
Members of the public were invited back into the room.

- 6. Update on progress from previous minutes.**  
(a) Additional noticeboards – located in PH garage ready for installation by Freeland Fencing. Freeland Fencing now on Annual Leave until 19 Sep 23.  
(b) A4095 footpath to surgery- no update.

- 7. To discuss and receive update on new and existing planning applications including Botley West Solar Farm and Spitfire Homes**

<b>23/01700/HHD</b>	Harlyn 145 Wroslyn Road Freeland	Was refused
<b>23/01794/HHD</b>	87 Wroslyn Road Freeland Witney	No comments to be submitted
<b>23/02026/S73 21/00961/FUL</b>	Land South of Shaston, The Green, Freeland	No comments to be submitted
<b>23/01553/HHD</b>	31 Walkers Close Conversion of existing garage to create additional living space and erection of first floor extension above.	Was Approved
<b>23/01077/HHD</b>	4 Parklands	Was Refused
<b>23/02250/HHD</b>	19 Oakland Close Freeland Witney	No comments to be submitted

**Inspired villages**- no further update.

**Botley West Solar Farm** – MAC to attend SBW meeting on 12 Sept in advance of formal public consultation set for this Autumn.

**Salt Cross**- awaiting confirmation of the Area Action Plan.

**Spitfire Homes** – No additional information to update.

**Methodist Church Appeal** - VHMC had a reply to say there currently hasn't been an inspector assigned to the case.

**(b) To consider response to WODC Local Plan 2041-** a subgroup is required to be able to discuss this further.

**(c) To receive updates on Freeland Village Design Statement-** there is a meeting with Combe Parish Council to understand the work involved in preparing theirs. RC is attending. The Meeting is on the 21<sup>st</sup> September.

#### 8. To receive updates from District and County Councillors.

**Lidia:** Westhive grants and crowd funding for local communities is about to open for ideas to support community projects.

**Alaa:** nothing to update.

**Liam:** There is currently a public consultation underway for witney highstreet for £1.5 million upgrades. Oxford united stadium proposal to lease the land by Kidlington but the county council are still to make a decision on this. A40 works to extend the dual carriageway have been abandoned due to cost increase. The signage to Freeland on the A4095 is to be updated. 20 mph consultation will be coming up shortly to Freeland. Pigeon House Lane designs looks like it will be moving forward shortly.

#### 9. To discuss and approve financial matters.

**(a) To approve invoices for payment.-** It was **RESOLVED** to pay the account presented, proposed by AB, seconded by WP and all in favour.

The following invoices are requested to be approved for payment:			
BACS Ref Number	To whom paid	Details	Amount (£)
BACS 48	Fay Friend	Salary	
BACS 49	HMRC	NI payment	£86.79
BACS 50	Freeland Village Hall	hall hire	£12.50
BACS 51	slcc membership	renewal	£177.00
BACS 52	council insurance	renewal	£1,704.65
BACS 53	motor insurance	renewal	£260.49
BACS 54	rendell garnden	mowing	£120.00
BACS 55	water plus	water bill	£30.62
BACS 56	playsafety limited	play park inspection	£132.00
BACS 57	WODC	bin collection	£1,305.71
BACS 58	hugo fox	website	£287.86
BACS 59	nigel	mowing/ cutting	£550.00
BACS 60	nigel	mowing/ cutting	£265.00
BACS 61	rendell garnden	mowing	80.00
		<b>Total:</b>	<b>5,012.62</b>

**(b) To approve bank reconciliation.** It was **RESOLVED** to approve the bank reconciliation. This was signed by WP.

**(c) To review the financial reports.** Reports were circulated and presented.

**(d) S106 Arts Fund-** update from WODC 2 questions raised and have been answered. Funds should be issued shortly.

**(e) To add Signatures to Unity Trust Bank –** all councillors to be assigned to the bank signatory list.

#### 10. Working Groups update

**Community group:** the council will support with a grant. A member of the group needs to fill out the new form.

**Sustainability group:** no update from the group

#### 11. PARISH COUNCIL STANDING ITEMS:

**(a) Play Areas/Playing Field/Play Equipment Book.** The play park inspection has been carried out and the list of actions has been circulated. The report found major issues with the Toddler swing. As a result the seat elements will be removed and the swing will be replaced ASAP. MAC to get prices for replacement. There was a clash in booking with the football and a local group to use the playing field, but this seemed to run smoothly due to the size of the field. Storage shed and insurance – to be looked into still.

(b) Village Maintenance- bridle path is currently blocked by a fallen tree. The tree works quote from Summit Trees was reviewed and a second quote, including cost of tree surveys is going to be obtained. Action: RC to arrange quote. The Pigeon House Lane hedge is going to be cut back in Autumn. Verges and yellow rattle trial sites are going to get clipped by contractor. S7 double decker bus issue to be a full agenda item at the next meeting. **Action: Clerk – to check powers to spend** Estell Manor are sorting the gates at the North Leigh side of the village but contact needs to be made with Blenheim for the Hanborough side.

(c) Village Hall- storage needs sorting

(d) Garden of Remembrance- ongoing maintenance costs need to be included in the budget for next year. MAC to meet Tim Webster to discuss.

(e) Defibrillator and First aid Training- to be confirmed at next meeting. MOD don't have any training equipment. New pads are now with the defibrillators.

(f) Policies for adoption- Disciplinary and Grievance policies moved to next meeting.

(g) To discuss Electric Charging points- Clerk has submitted interest. It could be useful for the village hall to have a point. This will just be a pillar. Need to look into the responsibilities for just one charging point.

(h) To consider projects for WODC Community Funding grants – PC to publicise grants to wider community.

(i) Completion of OCC Highways Satisfaction Survey. Have until Feb 24 to submit the feedback form. Action: MAC to circulate for answers

**12. File sharing and Councillor emails** -To receive update on using Google Drive and generic email. **Action- create generic clerks email and google drive.**

**13. To receive reports from councillors representing the Council on outside meetings -** Eynsham Estates meeting on Public Rights of Way- update on minutes - Bowles Farm bridleway signage is being looked into by Eynsham Estates as is on their land. PC to look into a possible route north along Cuckoo Lane to A4095 that doesn't involve walking along the road to open up possibility of more circular walks.

**14. To note the date of next meeting: 9<sup>th</sup> October in the Newell Room.**

**Meeting Closed at 21:50**