

Hethe Parish Council

Minutes of Hethe Parish Council Meeting

Held on Tuesday 23rd October 2018 at 8.00pm in Hethe Village Hall

Councillors Present: C Sharpe (Chairman)
D Overton
S Wallace
P Ward
Mrs J Elkington
Mrs H Pritchard

In Attendance Mr D Jakeman (Parish Clerk)

1. Apologies

2. Declaration of interest

- 3. Minutes of the Previous Meeting** (17th July 2018) Members agreed the minutes and the chair signed them off.

4. Matters Arising

4.1 Pot Holes The road by the Catholic Church is still waiting to be completed. The clerk has spoken to Cllr. Corkin about this and he is chasing this up. This could remain outstanding for some time due to budget pressures. **DJ**

4.2 Kerb Stones Cllr Wallace advised that this has now been resolved

4.3 Comet Buses The review of the service has been completed and the service is being well used across Parishes. As discussed last time the service is going to remain free for residents and each Parish will pay towards the service and Cllr. Corkin will fund some from his budget. Hethe contribution will be £11 a month.

- 5. Vacancy for a Parish Councillor** The vacancy has been advertised on the village notice boards and the Council web site. Some interest has been shown but no one has formally applied. Members were going to see if they could interest someone. Members also thought that it would be a good idea to co-opt a younger person or a female. **All**

6. Open Forum

- 7. General Maintenance/Trees/Replacement Street Furniture/Equipment** Malcolm bench will be replaced in the spring. The hedge and the long grass nettles etc in the playing field will be cut back ready for spring. The trees are to be inspected and pruned and felled if necessary. Three bollards need to be replaced it was agreed that this will be discussed further at the January meeting. A mower has been purchased with grant funding from OCC. The changing rooms electrical testing has also been carried out.

- 8. Town Well** The Well has developed a leak as the water level has dropped. The clerk is currently working on a solution for this and has had a site meeting with the District Council. Members decided that the Well was an important village feature and needed to be repaired. However, repairs will probably be costly. To be discussed further at the January meeting. **DJ**
- 9. Planning Applications & Planning Policy** Plans have been passed for the Round House. 6 Hardwick Road plans have not been decided. The Chair suggested that a Planning Officer from Cherwell be asked to come and give a presentation and some training on planning policy this was agreed. The tick box system would be used at the planning meetings. **CS**
- 10. Community Defibrillator** Members decided that the best place for this would be the phone box as the light would be on and it's a good shelter. The clerk was asked to discuss this with BT. **DJ**
- 11. Hethe Community Park** The RoSPA inspection has taken place. The mower has been purchased. The park continues to be well used by the children. **HP**
- 12. Banking Mandate** The clerk advised that Iain needed to be removed from the mandate and another person added. Members agreed that Cllr, Sharpe should be added. The clerk will arrange for all the necessary paperwork to be completed. **DJ CS**
- 13. Transparency Code/GDPR** All Councillors and the clerk will be given an email address that belongs to the Council and the information will be stored on the server. Private emails address should not to be used for Council business. Policy on email retention protocol will be developed and put into place. **ALL**
- 14. Conclusion of Audit** The audit paperwork has been reviewed by the external auditor with no observations or amendments. **DJ**
- 15. Clerks Report** The Parish Liaison meeting is on the 7 November 2018, The web site is having an average of 13 hits a day. Financial payments were agreed for the clerk £257.05, Play Safe Ltd £105, M&S Electrical £329.10, Data Protection £35, British Legion £60 Receipt for insurance claim £1,649.80
- 16. Bad Weather Emergency Planning** Cllr. Mrs Elkington will place a list of 4x4 vehicle owners that are willing to take people into town for emergency meds doctors' appointment. Members also agreed to fund the snow plough if the situation arose. It was agreed that Cllr. Mrs. Elkington would make the call if necessary. **JE**
- 17. Any Other Business**
- 18. Date of Next Meeting**