

**MOULSFORD PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY  
4<sup>th</sup> SEPTEMBER 2018, AT 8:00pm IN THE PAVILION, MOULSFORD**

PRESENT: Cllr Powell (Chair)    Cllr Bemis    Cllr Hayward  
                    Cllr Stickings    Cllr Wilkins    Mrs Aldridge  
                    Mr Hearn    Mrs Sachse    Mr G Twibell (Parish Clerk)

1.	<b><u>Apologies For Absence</u></b> None.	
2.	<b><u>Declarations Of Interest</u></b> None.	
3.	<b><u>Minutes Of The Previous Meeting</u></b> Cllr Bemis proposed that the minutes of the meeting on 18 <sup>th</sup> July 2018 be signed by the chair as a true record. Seconded by Cllr Stickings.	
4.	<b><u>Reports From District and County Councils</u></b> • A written report from Cllr Murphy (SODC) was circulated.	
5.	<b><u>Planning Applications and Enforcement</u></b> <b>P18/S2681/FUL Rear of 18-42 (even numbers) Underhill, Moulsoford</b> Application subsequent to P15/S4368/FUL to provide for a raised treatment plant to allow the potential for a gravity outfall. Approved application is for the provision of new sewage treatment plant to serve 57 properties in Underhill and North Close, Moulsoford to replace existing sewage treatment system. MPC: No strong views. SODC: Under consideration.  <b>P18/S2485/HH Conifers, 7 Glebe Close, Moulsoford, OX10 9JA</b> Construction of ancillary detached single storey timber framed building for use as annexe to the existing accommodation in the main dwelling for elderly relative. MPC: Object. SODC: Under consideration.  <b>P18/S2438/FUL Moulsoford Prep. School, Moulsoford, OX10 9HR</b> Proposed erection of building for pre-preparatory school with associated outside teaching space, access, drop off and collection area, and landscaping. MPC: Object. SODC: Under consideration.	
6.	<b><u>Matters from the Floor</u></b> Mrs Aldridge expressed concerns, as a near neighbour, over the new sewage treatment plant (STP) proposed for Underhill/North Road. In particular the visual appearance of the plant and would it require land to taken from, or restrict the informal access to, the rear gardens of houses on the inner side of Underhill. She found the schematic location plans available online were difficult to read and quite simplistic. Clerk will provide her with all hard copies as sent to MPC by SODC, but it was explained that these in fact showed no more detail than the online versions. Cllr Powell advised that the whole of the allotment area including the garages and hard standing area was land that was owned by SODC; MPC leased the allotments and then sublet to parishioners. Cllr Powell advised that there was significant detail in the SODC planning application with reports including soil sample detail from pilot drillings that had taken place together with detail on landscaping of the proposed new plant. Cllr Powell also commented more widely on the background when over 4 years ago Moulsoford experienced the groundwater flooding that deluged the ageing sewage treatment facility that served Underhill. Even at that time there was an awareness from SODC that interim work may be required on filter beds until a Packaged Treatment Plant (PTP) was approved and operational. In the intervening period, through organisational and financial changes at SODC, SODC challenges with Thames Water and The Environment Agency, the Parish Council has continued to lobby SODC to ensure the project was kept alive with SODC project funding protected. The whole village has been kept abreast of all this activity over the last 4 years by regular updates in the “From Your Parish Council” updates in Moulsoford News. Mr Hearn introduced himself and expressed interest in the upcoming defibrillator training on 24th November. Advised to contact the clerk to book if required.	Clerk

7.	<p><b><u>Actions From Previous Minutes</u></b></p> <p>Completed:</p> <ul style="list-style-type: none"> <li>• SCAS defibrillator training session set for 24th November with sign up required by 1<sup>st</sup> October 2018. If inadequate numbers sign up, session will be cancelled.</li> <li>• Driveway project now a routine MPC agenda item.</li> <li>• Informal meeting held with quantity surveyor on driveway project details.</li> <li>• Community First Oxfordshire (CFO): Clerk confirmed no enquiries made of CFO in 2017/18 except for pavilion matters. Therefore village hall membership suffices.</li> <li>• Clerk confirmed statutory requirements around the APM and APCM. In future the two meetings will be one week apart, APM first. In election years the APM will be held post-election.</li> <li>• Pavilion driveway weeds removed and gravel raked.</li> <li>• Cllr Bemis re-emphasised importance of stating hire conditions and deposit forfeiture terms to pavilion hirers upon booking.</li> <li>• Cllr Bemis secured from Cllr Gray details of driveway lighting at Cholsey pavilion.</li> <li>• Clerk obtained and circulated Prep. School traffic survey data and attendance figures from planning proposal public sessions.</li> <li>• Cllr Hayward confirmed the temporary tree preservation order on two trees on the Cranford School site had, following much support, now been made permanent.</li> <li>• Cllr Stickings and the Clerk respectively organised a contractor to cut the car park hedge and the trees along the pavilion driveway.</li> <li>• Cllr Powell circulated traffic speed survey data. Copy to Prep. School as agreed.</li> <li>• Removal of fallen tree branch on rec. now taken place.</li> </ul> <p>Ongoing:</p> <ul style="list-style-type: none"> <li>• Cllr Gray to advise of feasibility of Ferry Lane work in current year, or if fully funded by MPC could OCC contribution be reimbursed in 2019/20.</li> <li>• Cllr Powell to assign litter pick work areas for village autumn litter pick on 30<sup>th</sup> September and will re-check SODC risk assessment requirements.</li> <li>• Cllr Hayward to complete Badger Bank viewpoint seat refinishing.</li> <li>• Cllr Powell presented web site research findings to the meeting. Will now be progressed as formal RFI with multiple providers with objective to have new website sorted by end of 2018.</li> <li>• Cricket club storage being discussed with PMC. Have been using a shower as a store. Club had suggested an attached external store. Cllr Bemis to report back to PMC: external store attached to pavilion not agreed, suggested improve security of existing shed or add internal secure store to shed.</li> <li>• Pavilion insurance cover clarified with respect to fire doors being wedged open. Insurance appears to require fire doors to be closed outside Monday-Friday, 9am-5pm. Cllr Bemis to pass on details to PMC.</li> <li>• One solution to the fire door requirement (previous minute refers) is an automatic closer. MPC did not previously support, but PMC may trial such a unit at their cost if they wish. Cllr Bemis to report to PMC.</li> <li>• Informal joint heads meeting (MPC/PMC/MEC) set for 27th September.</li> <li>• Cllr Wilkins met on site with Wicksteed Playgrounds to discuss safety matting under the swings. £3,037 to supply and fit replacement, or a lower cost repair kit was also available for fitting my local labour. Defer until latest safety inspection.</li> <li>• Cllr Powell to investigate availability of SODC Councillor grant as a contribution to support the safety matting replacement.</li> <li>• Car park sign. Clerk to circulate revised working before ordering replacement.</li> <li>• House at 45 Underhill appears to have incorporated an adjacent footpath or highway into its garden. Cllr Powell undertook to study aerial photography and maps, and consult OCC, as to status.</li> <li>• Speed survey indicates justification for greater enforcement camera attendance covering northbound traffic. All to review for decisions next meeting.</li> <li>• Playground safety inspection imminent. Organise grass cutting and tree pruning.</li> <li>• Clerk to request update from Cllr Gray about Halfpenny Lane road safety activity.</li> </ul>	<p>Cllr Gray</p> <p>Cllr Powell Cllr Hayward</p> <p>Cllr Powell</p> <p>Cllr Bemis</p> <p>Cllr Bemis</p> <p>Cllr Bemis Cllr Powell</p> <p>Cllr Wilkins</p> <p>Cllr Powell Clerk</p> <p>Cllr Powell</p> <p>All Clerk Clerk</p>
8.	<p><b><u>Pavilion Management Committee (PMC) Update</u></b></p> <ul style="list-style-type: none"> <li>• No meeting since last MPC meeting.</li> </ul>	
9.	<p><b><u>Moulsford Events Committee (MEC) Update</u></b></p> <ul style="list-style-type: none"> <li>• Minutes of meeting on 8th August circulated.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Grand Prix viewing on 26th August not strongly attended due to weather and cancellation of that day's cricket match. Equally one Friday social saw fewer than 10 people attend, again through poor weather.</li> <li>• Cllr Powell commented that while it is appreciated that MEC trial and test particular types of events it may be that some types of events will require sign up in advance to ensure that costs can actually be covered. It is dispiriting for all with so much effort to plan, set up and run an event only to find participation is much lower than expected. Similarly it may be that consideration by MEC based on attendances/revenue and costs that the Friday social season is reduced.</li> </ul>	
10.	<p><b><u>Pavilion Driveway Project</u></b></p> <ul style="list-style-type: none"> <li>• Cllr Powell summarised an earlier informal planning meeting with the already chosen (September 2016) quantity surveyor (Mr Eades) of Andrews Eades Chartered Surveyors in Thame. Options for kerbs, posts and low-level lighting were discussed. It was re-confirmed that Mr Eades be retained professionally and Andrews Eades quote of £850 to manage the project through to completion, and to deal with suppliers to ensure best value, was formally accepted.</li> <li>• Mr Eades will respond with a final specification for agreement, after which he will invite tenders from four contractors. Objective remains for this project to be completed by April 2019.</li> </ul>	All to Note
11.	<p><b><u>Reports/Correspondence/Other Matters</u></b></p> <p>From Cllr Wilkins:</p> <ul style="list-style-type: none"> <li>• With Mrs Dixon, attended to several maintenance and cleaning matters at the playground and the football goals. Both were thanked by the meeting for their voluntary work.</li> <li>• Reminded the meeting about the need for public seat replacement.</li> </ul> <p>From Cllr Bemis:</p> <ul style="list-style-type: none"> <li>• Hedge corner of Underhill/Reading Road. Owner has arranged cutting but was awaiting a pigeon nest to become vacant. Clerk to query status.</li> <li>• Queried the practicality of a cookery demonstration in the pavilion. Refer to PMC.</li> <li>• Also raised the matter of public seat replacement.</li> <li>• Mentioned the overgrown hedge on the eastern side of the A329 between the Prep. School and the filling station. Advised to report via fixmystreet.com.</li> </ul> <p>From Cllr Stickings:</p> <ul style="list-style-type: none"> <li>• Proposed a replacement seat type. Will investigate further with the supplier.</li> <li>• Reported blocked road drains along the A329, many with weeds growing. Defer until next meeting pending autumn leaf fall.</li> <li>• Also mentioned trees in private gardens shedding debris onto public footways, a perennial nuisance about which little can be done.</li> <li>• Queried the status of the salt bin in Ferry Lane. Advised it is being delivered and installed (by OCC) before winter. Cllr Powell had also provided an update in Moulsoford News</li> <li>• Asked about a recent accident at the playground. Equipment manufacturer advised and queried if a modification or addition was in development.</li> </ul> <p>From Cllr Hayward:</p> <ul style="list-style-type: none"> <li>• Queried the involvement of developer Rectory Homes at the last meeting which he did not attend. Cllr Powell provided a brief summary.</li> <li>• Expressed concern over the new 'footpaths across private land' signs asserting ownership of the Cranford sports field. Will look into the several informal paths that also cross this land.</li> </ul> <p>From Cllr Powell:</p> <ul style="list-style-type: none"> <li>• Will look further into SODC councillor grants and applicability to village projects.</li> <li>• Is assisting a Buckinghamshire parish council informally and pro bono with a village hall project.</li> </ul>	<p>Clerk Cllr Bemis</p> <p>Cllr Bemis</p> <p>Cllr Stickings Cllr Stickings</p> <p>Cllr Powell</p> <p>Cllr Hayward</p> <p>Cllr Powell</p>
12.	<p><b><u>Treasurer's Report/Budget</u></b></p> <ul style="list-style-type: none"> <li>• Treasurer's report presented and attached.</li> <li>• Advised that sometimes it was difficult to reclaim VAT on purchases (e.g. stationery) from Amazon.</li> <li>• Agreed by the meeting that Moulsoford News advertising income be used for the driveway project and be paid into that account accordingly.</li> <li>• Mrs Aldridge queried why the council was apparently happy to spend on the driveway project yet appeared to be reluctant to pay for the professional fitting of a playground surface when an accident, albeit wholly unrelated, had been</li> </ul>	Cllr Stickings

	<p>reported. It was explained that the driveway had been a council commitment for more than two years. The project was also a public safety-related issue and funds had been collected from the public on the explicit understanding they would be spent on improving the driveway. The potential saving on playground resurfacing was simply by using local labour as sanctioned by and under the instruction of the manufacturer following their site visit, using exactly the same methods and materials their own workforce would apply. Mrs Aldridge was further assured that annual RoSPA-regulated inspections of the playground had identified the surface only as low risk. It was highlighted that this year's inspection was due imminently and the surface repair - along with any other remedial actions - would be reviewed following that inspection.</p>	
13.	<p><b><u>Other Business</u></b></p> <ul style="list-style-type: none"> <li>• None.</li> </ul>	
14.	<p><b><u>Date Of Next Meeting</u></b></p> <ul style="list-style-type: none"> <li>• Next meeting Wednesday, 10<sup>th</sup> October at 8:00pm.</li> <li>• The meeting closed at 10:30pm.</li> </ul> <p>Signed: ..... Dated: .....</p>	

**Moulsford Parish Council  
Treasurer's Report 4th September 2018  
Monthly Expenditure**

<b>PARISH COUNCIL</b>	<b>Income</b>	<b>Payments</b>	<b>Balance</b>	
<b>Instant Access Accounts b/f</b>				18,172.47
<i>Business Deposit</i>				
10-Jan Lloyds - Interest	0.91			
09-Jul Lloyds - Interest	<u>0.77</u>			
	1.68			
04-Sep Moulsford News Income 2017/8 transferred tp Project A/c		<u>670.00</u>		
		670.00		
<b>Balance</b>				<u><b>17,504.15</b></u>
<i>Business Current</i>				
				<u><b>1,488.83</b></u>
<i>correction 0.20 reported last month but not in calculations</i>				
	0.20			
06-Jun OCC Verge Cutting Allowance	383.04			
14-Jun Moulsford News - lindsell	45.00			
22-Jun Molsford News - Marcham	45.00			
10-Jul Moulsford News- QI Care	45.00			
20-Jul Moulsford News - Full Circle	<u>65.00</u>			
	583.24			
correction Clerks Salary reported as 332.15 not 332.16			0.01	
20-Jan SODC - Dog bin emptying	<i>Cheque</i> 1370		39.29	
			<u>39.30</u>	
				<u><b>2,032.77</b></u>
<b>Balance Parish Council</b>				<u><b>19,536.92</b></u>
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<b>PROJECTS</b>	<b>Income</b>	<b>Payments</b>	<b>Sub Bal</b>	<b>Balance</b>
<b>Pavilion B/f</b>			4,622.75	
no transactions				
<b>Pavilion balance</b>			<u><b>4,622.75</b></u>	
<b>Playground B/f</b>			1,316.23	
no transactions				
<b>Playground balance</b>			<u><b>1,316.23</b></u>	
<b>Driveway Refurbishment B/F</b>			4,727.50	
04-Sep Moulsford News Income 2017/8 transferred from PC A/c	670.00			
<b>Driveway balance</b>			<u><b>5,397.50</b></u>	
				<u><b>11,336.48</b></u>
<hr/>				
<b>Petty Cash b/f</b>				50.00
no transactions				
<b>Balance</b>				<u>50.00</u>
<b>Balance of all Accounts</b>				<u><u><b>30,923.40</b></u></u>