

Minutes of Parish Council Virtual Meeting
Tuesday 27th April 2021 at 8.00pm

Present:

Councillor John Summers (Chairman)
 Councillor Denise Hall
 Councillor Steve Lapper
 Councillor Phil John
 District Councillor George Reynolds
 District Councillor Phil Chapman
 The Clerk
 Residents and Public - 0

Welcome and Introductions – The Chairman welcomed all present. Members are reminded that this is a meeting in public not a public meeting and all points, questions and comments should be addressed through the Chair. The virtual meeting should not last more than 40 minutes and members of the public should mute their devices until the Public Participation Session.

Apologies for Absence - None

Declarations of Interest *Members are asked to declare any personal interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.*

Councillor Hall reported that she has an interest in planning application 21/01117/F Banbury Boarding Kennels and Cattery, as she is the owner of that business

1013. Minutes of the meeting of 23rd March 2021 (previously circulated) and Matters arising.
 The minutes had been circulated in advance of the Meeting. They were agreed to be a true record of the Meeting and were signed by the Chairman.

Matters Arising – None

1014. Clerks Report
Financial Statement

The Clerk reported that 7 cheques had been raised during March 2021:

628	J Summers	Playing Fields Play Bark	210.00	From Playing Fields Reserve
629	OALC	Annual Membership	146.16	In Budget
630	Thomas Fox	Roadside Hedge Cutting	468.00	In Budget
631	HMRC	Income Tax	137.60	In Budget
632	Clerk	Quarters Salary	549.90	In Budget
633	Clerk	2 years Expenses	145.94	In Budget
634	Everything Hedges	Gates work at both Playgrounds	380.00	From O.P. Play Reserves

There was £608.86 VAT outstanding at the end of March which has been claimed from HMRC, but is yet to be paid back.

Taking the above into account, at the end of March, the expected bank balance was £17,354.05 which is reconciled to Bank statement sheet No.199 at 1st April 2021. This balance contains the remaining reserves of £3112.50 for Orchard Piece Community Play Area and £851.57 remaining in Mollington Playing Fields reserve. The General Fund was £13,998.84. It had been forecast that at the end of the Financial year (end of March) the General Fund would stand at about £13800. The extra £198 is primarily because CDC have failed to bill the PC in March for emptying of Dog Bins. The outstanding amount will be carried forward and budgeted for in the year 2021 -22 instead.
Resolved: To accept the Financial Report

Internal Audit for Year 2020 - 2021

The Internal Audit Report had been received from the new internal auditor, Elaine Anstee, and circulated to Councillors in advance of the meeting.

Resolved: To accept the Internal Audit Report and display on PC website.

1015 Planning Matters

Applications

- 21/01117/F Extension to existing staff accommodation and replacement kennel buildings including parking and landscaping Banbury Boarding Kennels and Cattery Farnborough Road. Councillor Hall has declared an interest in this application. It is recommended that the Parish Council note that councillors have a conflict of interest and the Parish Council is therefore unable to comment on this application.

The following applications have been published since the Agenda was issued.

- 20/02504/F Single storey extension 11 The Holt. It was noted that the refusal of this application was appealed and given the short period of time since commenting the Parish Council would make no further comments.
- 21/00935/F & 2100936/LB Variation of Condition 2 of 18/01905/LB - minor amendments to the scheme, including revisions to the internal plan layouts, windows & doors, additional roof lights and small lean-to extensions. Manor House Main Street. As these are CDC conditions it is recommended that no comments are made to the application.

Resolved: PC to make No Comments on the above planning applications.

Decisions

- 20/03230/F Erection of a general-purpose agricultural storage building Land South East of Tile Barn Farnborough Road – Permitted
- 21/00223/F Variation of condition 2 (plans) and 3 (tile sample) of 20/02944/F Manor House Main Street – Permitted

1016. Councillor Reports

Councillor Summers

Playgrounds – Mollington Playing Field. Concerns were reported that corrugated tin sheeting was being used as a ramp/slide on the mound in the playing field and that trenches had been dug on the mound. The sheeting has been removed for safety reasons Resolved: To post a note on the community Facebook page to bring this to resident’s attention.

Orchard Piece. It was reported that the playing field is now fully operational and a revised risk assessment had been circulated to councillors.

Risk	Impact	Likelihood	Score	Mitigation (see notes below)	Likelihood after mitigation	Score
Exposure to coronavirus	3	3	9	Provide advice to users in the form of a notice	2	6

Safety of equipment	3	3	9	Routine safety inspections to be carried out. Annual safety check with plan mitigation for high risks identified. Management of the playground surface.	2	6
Safety of inspectors	3	3	9	Use of appropriate PPE hand hygiene and social distancing when carrying out inspections	1	3

Notes

1. Risk assessment is based on a scale of 1-5 for both impact and likelihood. Multiply together to create the risk score.
2. Mitigation cannot remove the risk but reduces the likelihood of it occurring.
3. Impact for children is less severe than for elderly and vulnerable adults. The impact is therefore likely to be 2-3.
4. Likelihood is considered to be 2 based on the number of cases in Cherwell of 27.2 per 100,000 in the 7 days to 25 March 2021.
5. Government rules states that outdoor play areas and gyms may open for exercise and gatherings of either 6 people or 2 households.
6. The only way to create a zero score is to remove the risk entirely by closing the playing fields. This is outweighed by the benefit to children and the community at large of the playing fields being opened and play equipment available for use.
7. Social distancing guidelines (Hands. Face. Space and Fresh Air) urges the public to adopt simple health behaviours and work together to keep their distance and stop the spread of coronavirus (Covid 19). The playing Field is now – Covid 19 guidance has been interpreted to mean that the outdoor gym equipment can be used from 29 March. Subject to confirmation a revised risk assessment will be carried out and posted on the website and playing field.
8. The Parish Council have considered options such as hand hygiene and restricting numbers using the equipment but are unable to enforce these as we do not employ people to provide this service.
9. Mitigation therefore must be the responsibility of users and parents. Notices will be put up to remind people of the Government's guidance for managing playgrounds and gyms and social distancing guidance.
10. If the level of coronavirus in the general population or indeed Cherwell District increase, then local closures may need to be considered

It was resolved to agree the risk assessment and include it in the Parish Council's risk register.

Councillor Lapper

Play Areas - Due to Health concerns 'No Dogs allowed' signs had been purchased and are to be fitted at both Play Areas.

Roads - Missing Street name signs have been discussed with OCC / CDC and ordered to be made for Ivy Lane, The Row and 2 for Church Lane. Sign for Cow Lane needs further discussion as OCC / CDC do not have records showing existence of Cow Lane.

Councillor Hall

Village Hall - Local Elections will take place on 6th of May so Village Hall will be open. Planning for Covid 19 regulations within the Hall to take place. The Village Hall Committee have applied for 'Restart Funding' particularly to provide for some new windows and to improve ventilation.

Councillor John

Grass Cutting – The planned delays to cutting the grass banks on Roundhill Road appear to have improved the growth of wild flowers growing on the banks. Situation to be monitored.

Crime - It was reported that there had been an attempted break-in through a skylight window at a property on Whiteway. Police advised.

1017. Councillors Points of Information

The following Covid 19 results were reported for Cherwell on 26 April:

- Daily new cases 3
- Total cases up to 26 April 2021 - 9,102
- Current weekly rate per 100,000 population in Cherwell. Reported up to 21 Apr 2021 -29.9
Source <https://phdashboard.oxfordshire.gov.uk/?view=cases&location=Cherwell>

It was also reported that the stile on the footpath near to DJ Farm needs some repair – request to be put on ‘Fix my Street’

1018. Dates of Future Meetings The next scheduled meeting of the Parish Council will be the Annual Parish Council Meeting, to be held on Tuesday 25th May 2021. This meeting will be preceded by the Annual Parish Meeting, starting at 8.00pm. The meetings are expected to be face-to-face meetings to be held in the Village Hall. Covid 19 Regulations must apply.

Parish Council Meeting finished at 8.38pm

Chairman, Mollington Parish Council

Public Participation Session – No members of public attending