

Minutes of the Parish Council Meeting of Blackthorn				
Held In:		Blackthorn Village Hall	On:	Thursday 7 February 2019 at 7.30p.m.
Present:		Parish Council Chairman Cllr. Mrs J. Lamont (JL), Cllrs. Mr R. Burden, Mrs A Stevenson (AS) and Mr R. Rue (RR).		
In Attendance:		Clerk/RFO to PC: Mrs T Charlesworth and District Cllr. D. Hughes.		
Item No	Topic		Action owner	Due Date
19.01	Apologies: The Parish Council accepted apologies from: Cllrs. R. Lamont (RL).			
19.02	To receive declarations of Personal or Personal and Prejudicial Interests': - None in relation to items to be discussed on the agenda. - Register of Members' Interest: None.			
19.03	Minutes: RESOLVED: The Meeting of Blackthorn Parish held on 6 December 2018 at 7.30pm were read, approved and signed as a correct record of the meeting by the Chairman.			
19.04	Co-option: To consider/approve any applicant's. No applications received.			
19.05	District/County Cllrs: I. Corkin and D. Hughes (<i>See below 19.11</i>) Cllr. IC's written report circulated.			
19.06	Matters for Report (<i>Appendix 1</i>):			
	- Sewage Pumps: Update on letter to Thames Water regarding the recent flood alerts and the failure of the pumps to cope and the recommendations made by the PC and agreed by the Environment Agency: No response to date (see below 19.07 – 7.2). - Wretchwick Green: Attendance of Paddy Ken to Parish Council Meeting: Thanked the PC for its invitation. He has spoken with members of the project team who feel that as this stage it would be better to present once more detailed plans have been prepared. - Precept requirement submitted to C.D.C.	Clerk Clerk/RFO		
	Discussion Time (One Hour: projects to be rotated into the slot throughout the year):			
19.07	Project Reports (<i>Appendix 3</i>):			
	7.1: Emergency and Community: Nothing further to report. 7.2: Drainage: - Diversion of pumps along the ditches of the A41 into the River Ray: No update. - Village Plan for Water Management: - Water level: - Village Pond: - Blackthorn Brook: - Update of ownership: In relationship to Water Management above; a lengthy discussion took place with regards to the problems within the village and possible resolutions. The PC to investigate the cost of sluice gates. - A41 – Responsibility for Maintenance: - Speed Survey Device: C/fwd. - Highways: Money for roads in Oxfordshire: Look at improvements for A41 safety. 7.3: Traffic Calming: VAS Equipment: Traffic data in relation to Lower road has been downloaded; analysis to be carried out. 7.4: Play Area: Parking Area: - Update on provision of parking spaces: Consider/approve:- - Quote for proposed phase 1. - Tarmac Area: Quote for proposed phase 2. - Housing Association: Update. - Meeting with B. Duxbury: Chairman to make arrangements for meeting. Nuisance/Rubbish Issues: Update on purchase of park 'rules' notice sign and removal of frog bin: C/fwd. Bark: To be completed. Flooding: Awaiting response from T. Stewart. Actions in 7.2 above may help resolve flooding issue and relocation of equipment may not be necessary. 7.5: Allotments: No response to date.	Working Group RR/AS RR RR RR/RL JL Clerk		

	BUSINESS:		
19.08	Finance (See Appendix 3):		
	8.1: Invoices paid prior to the meeting:		
	Invoices listed as paid prior to meeting had not been paid and are approved for payment below.		
	Invoices for payment: It was RESOLVED that the attached list of invoices (Appendix 3) were approved for payment:	Clerk/RFO	
	Clerk's Pay/Exp Dec 2018: £144.21 - £23.20 - Jan 2019: £144.21 - £18.05 - Total: £329.67 - Clerk's Pay and expenses issued on separate cheques; pay not to be banked if standing order in place - . Cheque No's: 101278/101279.	RFO	
	Cleaning of Bus Shelter - Jan/Feb 2019- £30.00 - Cheque No: 101277.	AS	
	Blackthorn Village Hall - Hall hire invoice 2018/19: C/fwd as invoices not presented.	JL/RFO	
	Blackthorn Village Hall - Contribution to Gift Vouchers 2018: C/fwd as invoices not presented.	JL/RFO	
	- Invoice - Pond - Sediment Core Check - To consider invoice if presented at meeting: No invoice presented; RESOLVED: - No sediment core check required at present. - Clerk to remove from agenda.	Clerk	
	Receipts: - Scottish Widows - Interest - 1.10.18 £0.28 -1.1.19 £0.28.	RFO	
	8.2: Bank Reconciliation to date: (attached): It was RESOLVED to accept and approve the bank reconciliations as follows: 1.10.18 Up to 31.12.18 (Bank St. Issue Date: 19.12.18): Balance B/fwd £ 34,356.95 Add Total Receipts £ 0.28 Less Total Payments £ 4,040.58 Balance C/fwd £ 30,316.44 1.10.18 Up to 31.12.18 (Bank St. Issue Date: 21.1.19): Balance B/fwd £ 34,054.06 Add Total Receipts £ 456.82 Less Total Payments £ 4,040.58 Balance C/fwd £ 30,772.98		
	8.3: Budget Comparison: RESOLVED to accept/approve the document. Clerks Pay: Review payment method: Barclays Bank Plc - Standing Order Request: The Clerk confirmed that the standing order is not yet in place.	Clerk/RFO	
	8.4: Quotes: Consider/approve None.		
	8.5: V.A.T: Spreadsheet: Presented and accepted.	Clerk/ RFO	
	8.6: End of Year Accounts 31 March 2019: Arrow Accounting - Checklist: - Documents for review: - Asset Register: RESOLVED to adopt. - Financial Regulations: Model version updated 2016: RESOLVED to adopt with the following addition to 6.4: 'unless the Council is relying on 2 signees due to changing personnel'. - Standing Orders: New Model updated 2018. RESOLVED to adopt.	Clerk/RFO.	
	8.7: Barclays/Scottish Widows: - Change of Bank Signatories. - Barclays Bank Plc. - Account information needs updating: In hand.	JL/RR	
	8.8: Grass Cutting Contract: Review of rolling contract for 2019/20 - 2020/21: Having considered the small increase to costs for 2019/20. It was RESOLVED: To accept the proposed increases and approve the contract for 2019/20 - 2020/21.	Clerk/RFO	
19.09	Planning Matters (See Appendix 4):		
	9.1: New Applications: - C.D.C. - Development Management - Town and Country Planning Act 1990 - consultation - planning application - Application No: 18/01828/F - Applicant's Name: Mrs Susan Logan - Proposal: Hay/machinery store - Location: Pound Farm Blackthorn Bicester OX25 1TE - Parish(es): Blackthorn - Comment by 10 January 2019. RESOLVED: No objections or observations. - C.D.C. - Development Management - Town and Country Planning Act 1990 - consultation - Amendments - Application No: 18/01980/F - Applicant's Name: Mr William Deeley - Proposal: Alterations and conversion of existing agricultural building into a dwelling - Location: Barn East of OS Parcel 0062 East of Blackthorn Road Launton - Parish(es): Blackthorn - Summary of amendments: Change of access to the previously approved		

	(please check public access for full details) – Respond by 29 January 2019. ■ RESOLVED: ■ To object to the application for the following reasons: ■ The application does not comply with the spirit of the sustainable development conditions on which the application is made; the proposal appears to be for 'executive' housing not agricultural housing; is it essential that anyone lives there as part of their job; it is isolated and not part of any community; it does not appear to be a farm building which could not be used (are agricultural buildings being built without planning permission so that they can be turned into housing later); it does not appear to be particularly old and could not be described as a heritage building that this work would secure its future; It could not be said to enhance 'its setting' as it does not appear to be visible from anywhere the public can access.	Clerk	
	9.2: Decision Notices: ■ None.		
	9.3: Appeal Notices: ■ None.		
	9.4: Withdrawal Notices: ■ None.		
	9.5: Planning Issues: ■ Oxford-Cambridge Expressway: No change to report since December; there will be an opportunity to comment on detailed routes when they are available. ■ Blackthorn Meadow: Clarification of Parish Council responsibilities: The PC has received clarification that it has no responsibilities.		
19.10	■ Website:		
	■ Update on the running of the website: C/fwd. ■ Navitas Design Ltd: No update.	RL	
19.11	District/County Cllrs:		
	■ District Cllr .D. Hughes reported: ■ It has been suggested that a height/arrow indicator to the right be fitted to the bridge on the A41 following concerns that trucks are turning on the A41 at Blackstone Farm. ■ The council is retaining good staff and communication has improved; finances are looking healthy. ■ He will share some interesting information regarding 'Safeguarding'. ■ Oxford-Cambridge Expressway: Once Highways England have selected the best route there will be a consultation period.		
19.12	■ Data Protection Regulations:		
	■ Adoption/Approval of Draft Documents: Consent Form: ➢ RL to review. ■ Registration with ICO: C/fwd. ■ Domain Name: Update on linking email addresses with the website: C/fwd. ■ UK based website provider: In hand.	RL RL	
19.13	Correspondence (See Appendix 5): B.P.C.252/253 Circulated for comments prior to the meeting: Comments to be considered any action approved:		
	■ BPC252(05): Buckinghamshire Minerals and Waste Local Plan Modification Consultation - viewed and downloaded at www.buckscc.gov.uk/RMWLP. This consultation will run for an eight week period commencing on Monday 10th December and finishing at 5.00pm on Monday 4th February 2019. ■ BPC252(11): Cherwell Wellbeing Activity Map - now live! ■ BPC252(14): TVERC Spring Recorders' Conference - on Saturday 2nd March at the Centre for Ecology & Hydrology in Wallingford. ■ BPC253(05): Piddington PC - The next meeting of the above group is on Wednesday 20th February 2019 7 p.m. at FRINGFORD VILLAGE HALL. ■ All matters noted.		
19.14	Website/Parish Magazine/Issues raised through 'Facebook':		
	■ Update on PC Website: ■ Publication of financial documents in line with Transparency Code: Ongoing. ■ Parish Council vacancies: Continue to advertise. ■ Facebook: ■ None.	Clerk/RFO	
19.15	Neighbourhood Watch:		
	■ Progression is being made: Need to look at communication through website; Facebook; email etc.	RL	

19.16	Parish Council Liaison Person:		
	Election of new representative: C/fwd.	JL	
19.17	Village Matters: Reported incidents:		
	None reported.		
19.18	Matters for Further Information or Discussion at the Next Meeting:		
	- Matters for Information: - None. - Matters for Discussion: - None.		
19.19	Date of the Next Meeting:		
	9 May 2019 at 7pm in Blackthorn Village Hall: Annual Parish Council Meeting. 9 May 2019 at 7.30pm in Blackthorn Village Hall: Annual Meeting of the Parishioners of Blackthorn.		
There being no other business the Chairman closed the meeting at 21.30. <i>Draft Minutes subject to Confirmation</i>			