

Minutes of the Parish Council Meeting of Blackthorn				
Held In:	Blackthorn Village Hall		On:	Thursday 4 July 2019 at 7.30p.m.
Present:	Parish Council Chairman Cllr. Mrs J. Lamont (JL), Cllrs. R. Lamont (RL), Mr R. Rue (RR) and Mrs A Stevenson (AS).			
In Attendance:	District Cllr. D. Hughes and Clerk/RFO to PC: Mrs T Charlesworth.			
Item No	Topic		Action owner	Due Date
Apologies:				
19.59	None.			
19.60	To receive declarations of Personal or Personal and Prejudicial Interests':			
	- Cllr. RB had declared an interest by email in 19.64 – 9.1 below Application No: 19/00912/F: it was noted that he was not present at the meeting and therefore, took no part in the discussions. - Register of Members' Interest: None.			
19.61	Minutes:			
	RESOLVED:			
	The Meeting of Blackthorn Parish Council held on 6 June 2019 at 7pm were approved and signed as a correct record by the Chairman Cllr. JL.			
19.62	Co-option: To consider/approve application from Mr C. Haggerty-Swain:			
	RESOLVED - To approve the application from Mr C. Haggerty-Swain: Clerk to notify of decision and arrange to get the 'Declaration of Acceptance of Office' signed and witnessed and DPI Registration form completed.			
19.63	District/County Cllrs: I. Corkin and D. Hughes: 'See below 19.65.			
19.64	Matters for Report (Appendix 1):			
	Sewage Pumps: Clerk followed up and awaiting response.		Clerk	
Discussion Time (One Hour: projects to be rotated into the slot throughout the year):				
19.65	Project Reports (Appendix 3):			
7.1: Emergency and Community: Nothing further to report.			Working Group Clerk	
7.2: Traffic Issues: Update on meeting with OCC/CDC and Network Rail: Linked with:				
Drainage: ➢ Diversion of pumps along the ditches of the A41 into the River Ray: No update. Village Plan for Water Management: ➢ Water level: No update. ➢ Village Pond: No update: Blackthorn Brook: ➢ Update of ownership: No update. ➢ Clearance of final 15m: Permission for access: Nothing to report. A41 – Responsibility for Maintenance: - Speed Survey Device: None. - Highways: Money for roads in Oxfordshire: No update.			RR	
7.3: Traffic Calming: VAS Equipment: No update on analysis. - It was noted that the equipment on Lower Road is currently out of action due to large Thames Water Vehicles blocking the camera whilst they carry out conduit works.			RR	
7.4: Play Area: Parking Area: ➢ Meeting with C.D.C: Site visit arranged for 23 July 2019. Emptying of Bins: It was RESOLVED that: - This would be included in the duties for clearing the bus shelter and as such payment would be increased to £25.00 per month to reflect this. Inspection Report: Read; action required as follows: - No: 3 – Zone 2: Bark requires topping up. - No: 7 – Runway – Bark requires topping up.			RR/AS	
7.5: Allotments: The Parish Council has been notified that 'Plot B' has been transferred to a new tenant; RESOLVED that			RR	
- the PC was able to approve the new tenant as they were next on the waiting list; - Clerk to send a copy of the 'Tenancy Agreement' for signature; - The Clerk was tasked with writing to the previous tenant referring to item (e) on the Tenancy Agreement.			JL	
			Clerk RB	

	▪ 'Tenancy Agreement' to be reviewed at the next PC meeting and amended to include a paragraph to prevent a hand-over from one tenant to another.		
	BUSINESS:		
19.66	Finance (See Appendix 3):		
	8.1: Invoices paid prior to the meeting: ▪ None.		
	▪ Invoices for payment: It was RESOLVED that the attached list of invoices (<i>Appendix 3</i>) were approved for payment:	Clerk/RFO	
	▪ Clerk's Pay/Exp June 2019 – £167.67 - Cheque No: 101301.	Clerk	
	▪ Cleaning of Bus Shelter — July 2019- £15.00- Cheque No: 101298.	AS	
	▪ Swarco Traffic Ltd - VM12189 - Invoice 90013275 - £274.44 – Annual Warranty Renewal – Cheque No: 101299.	RFO	
	▪ St Mary the Virgin, Ambrosden PCC – Churchyard/Graveyard – Contributions for 2017/18 and 2018/19 – £296.00 – Cheque No: 101300.	RFO	
	▪ Grass Cutting - Inv. No's: 3037 - £148.00 (Grass cutting play area 18.6.19) – 3036 - £696.00 (grass cutting verges in and outside white gates 18.6.19) – Total £844.00 – Cheque No: 101297.	JL	
	▪ John Hicks (& Associates) Ltd - £82.80 – Cheque No: 101302.		
	▪ Navitas Design Ltd – 1 Year Web hosting and domain name registration – Renewal date 31 August 2019 - It was RESOLVED not to approve payment as the company has failed to provide a website to date.		
	▪ Receipts: ▪ Merton PC – Contribution towards ALCC - ALCC Membership – Renewal due £20.00. ▪ Merton PC – Contribution towards SLCC - Your SLCC Membership Renewal Notice - £44.50.		
	8.2: Bank Reconciliation to date: (attached): It was RESOLVED to accept and approve the bank reconciliations as follows: 1.4.19 Up to 30.6.19 (Bank St. Issue Date: 18.6.19): Balance B/fwd £ 30,413.59 Add Total Receipts £ 7,274.64 Less Total Payments £ 6,091.89 Balance C/fwd £ 31,596.34 ▪ Bank Signatories: Following on from the addition of RR; the Chairman having met at Barclays is required to attend with the Parish Council cheque book and a passport.	Clerk/RF 	

	want to speak on an application you will need to contact Democratic Services in writing by post or email no later than 12 noon on the last working day before the meeting: RESOLVED that: - The PC writes to C.D.C. outlining the issues addressed in an email from Cllr. RR to ensure that they take into consideration flooding concerns previously raised. District Cllr. D. Hughes would also speak to the officers. - Cllr. RB (Planning) checks that the issues surrounding flooding and the proposals for the pumps on the A41 are addressed.	Clerk	
	9.2: Decision Notices: None.	RB	
	9.3: Appeal Notices: None.		
	9.4: Withdrawal Notices: None.		
	9.5: Planning Issues: Oxford-Cambridge Expressway: No further update.		
19.68	District/County Cllrs: I. Corkin and D. Hughes: District Cllr. DH reported as follows:-		
	Development: - Tesco roundabout: There is currently a modest development to include Marks & Spencer; TK Max and Next. - Conference facilities being provided opposite the garden centre. - Chesterton: There is to be a water park as part of the hotel for residents with limited passes for local residents: Comments can be sent to C.D.C. Bus Service: District Cllr. DH would take up proposals for a service from Bicester to Banbury. <i>District Cllr. D. H. left the meeting at 9pm.</i>		
19.69	Website:		
	Update on the running of the website: To be followed up in a couple of weeks.	RL/RR	
19.70	Data Protection Regulations:		
	Adoption/Approval of Draft Documents: Consent Form: Registration with ICO: Domain Name: Update on linking email addresses with the website: UK based website provider: - All the above c/fwd as linked with the provision of the website (<i>see 19.63- 8.1 above</i>).	DP RL/JL	
19.71	Correspondence (See Appendix 5): B.P.C.258 Circulated for comments prior to the meeting: Comments to be considered any action approved:		
	BPC254(08): SLCC - New regulations called 'The Public Sector Bodies (Websites and Mobile Applications) (No.2) Accessibility Regulations 2018' have come into force, which means that from the 23rd September 2019, every new public sector website and app will need to meet certain accessibility standards and publish a statement saying they have been met. Existing websites will have until the 22nd September 2020 to comply: To check with Network provider. BPC258(05): C.D.C. - SPARK Funding for Blackthorn Village: Passed to village hall committee. BPC258(06): C.D.C. - Survey from Cherwell District Council Development Management. BPC258(08): Citizens Advice – Update information. BPC258(10): C.D.C. - Cherwell Industrial Strategy - Parish Survey.	RL/Clerk	
19.72	Website/Parish Magazine/Issues raised through 'Facebook':		
	- Update on PC Website: - Publication of financial documents in line with Transparency Code: Continue to update. RESOLVED publication of: - Parking on Play Area: No motorbikes to be ridden in the park; can be wheeled in. - Play Area Bins: Sorted. 'Dog Sign' still in place. - Parish Council Vacancy.	Clerk/RFO RL	
19.73	Parish Council Liaison Person:		
	New councillor opportunity.	Parish Council	
19.74	Village Matters: Reported incidents:		
	Bridleway: Hedge needs cutting back.		
19.75	Matters for Further Information or Discussion at the Next Meeting:		

	▪ Matters for Information: ▪ Accident on the A41: County Cllr. I. Corkin to request for the diversion through Blackthorn to be changed. ▪ Matters for Discussion: ▪ None.		
19.76	Date of the Next Meeting:		
	▪ 5 September 2019 at 7.30pm in Blackthorn Village Hall.		
There being no other business the Chairman closed the meeting at 9.06pm. <i>Minutes approved at the Parish Council meeting held on 5 September 2019 – M5/19-19/79</i>			