

**Minutes of the Fyfield and Tubney Annual Parish Meeting  
and Annual Parish Council Meeting  
held on Wednesday 17<sup>th</sup> May 2017.**

**Present:** Mr John Watts – Chair.  
Mrs Jean Burley.  
Mrs Shirley Collins.  
Mr Julian Mellor.  
Dr Stephen Fraser – Clerk.  
  
Mrs Anda Fitzgerald-O'Connor – OCC Councillor  
Mr Huw Thomas – Thames Water  
  
Fifteen members of the general public.

**Annual Parish Meeting.**

The chairman welcomed the members of the public and opened the meeting at 7:30pm.

Mr Huw Thomas gave a short presentation covering Thames Water's water resources and capacity projections. There followed some discussion as to how housing development, in particular local planned sites, could impact on the local infrastructure. He explained that they had a statutory responsibility to provide resources to any constructed property and as such could not block a development. However, they could require specific action from a developer to ensure that a service could be provided and that this could be of a degree that the development may not proceed.

Mr Thomas indicated that he would forward an electronic copy of his presentation and some resource maps to the Clerk.

There being no other topics for discussion, the chairman closed the meeting at 8:15pm.

**Annual Parish Council Meeting.**

**Election of Chairman.**

Mr Watts, seconded by Mrs Collins, proposed Mr Mellor as chairman. The motion was carried unopposed.

Mr Mellor then took the chair and thanked Mr Watts for the thirty years that he had acted as chairman of the council.

**Apologies**

Apologies had been received from Mr. Jonathan Greaves.

**Minutes of the Last Meeting.**

These were signed as a true record by the Chair.

**Matters Arising.**

Mr. Alan Woodward indicated that he was willing to serve as Parish Councillor. It was **resolved** that Mr. Woodward be co-opted onto the council with immediate effect. He signed an 'Acceptance of Office' form in the presence of the Clerk and was issued with a 'Register of Members Interests' form to be duly completed and returned to the Clerk.

The Clerk reported that he had not been in contact with Mr John Lay regarding the Village War Memorial. It was felt that time had run out on this project and it was **resolved** to not proceed with the project. Mr. Mellor would contact Mr. Lay and appraise him of the decision. Concern was raised over the grant received from OCC towards the memorial received in February 2014 from the

Stewardship Fund. Mrs Fitzgerald-O'Connor would enquire as to whether it should be returned or could be used for another parish project.

### **Lioncourt Development.**

Mr Mellor summarised the position following the end of public consultation on the Vale's Local Plan Part 2. It was unclear as to when the submitted comments to the plan would be made available on the District Council website.

A suggestion that the President of St. Johns College be invited to a Parish Council meeting to defend the college's stance on Lioncourt was felt to be too provocative.

There was a general feeling that the parish must continue to make its objections known and that the Lioncourt Action Group should meet to discuss how best to proceed. The Clerk to arrange a meeting in the near future.

To aid dissemination of information, it was felt that a collection of email addresses would be useful. The Clerk to update the website requesting parishioners who were happy to receive emails to submit the same to the Clerk.

The Clerk would also add an objection letter from Yvonne Constance to the website.

### **A420 Issues.**

A meeting had been held with Ed Vaizey, Conservative Parliamentary candidate, at PharmaGenesis on the 5<sup>th</sup> May 2017. A number of points were put to him concerning the A420 covering:

- Improved pedestrian crossing central refuge/footbridge
- Improved right turning into Fyfield from A420 West, central refuge
- Reduction of speed limit to 50mph from A415 roundabout
- Re-surface with “quiet” surface when re-surfacing work is done summer 2017
- Vehicle activated signs warning of vehicles turning/pedestrians crossing
- Gates at either end of stretch
- Plan for ongoing maintenance /cleaning of existing signage.

He was very receptive and would attempt to support the parish if re-elected. As part of an information gathering exercise, Mr Mellor would coordinate the gathering of accident data.

Mr Watts suggested in addition to the points already raised that 'large proposed developments close to the A420 should be curtailed, or preferably stopped altogether, to prevent yet more traffic having direct access onto the A420'.

### **Planning.**

- The following applications had been approved with No Comments
  - P17/V0664/HH Gamekeepers Cottage Fyfield
  - P17/V0409/HH 11 Abingdon Road Tubney
- The following application has been returned with Comments:
  - P17/V0662/RM Witney Rd Kingston Bagpuize
- The following applications were considered at the meeting and approved with No Comments:
  - P17/V1052/FUL 9 Abingdon Road, Tubney
  - P17/V1288/FUL Tubney Lodge, Tubney

**Finance.**

The Clerk reported the financial situation as follows:

• Balance brought forward.	£2,276.29
• Fyfield notice board repair	£32.81
• Donation to Home-Start Southern	£30.00
• Accounts 2016 – 2017, closed at	£2,213.48

A copy of the transactions for the 2016 – 2017 financial year was circulated. There being no objections, it was **resolved** to sign off this statement. A copy is attached to these minutes.

The following transactions applied to the financial year 2017 – 2018.

• First Instalment of Precept	£250.00
• Balance carried forward.	£2,463.48

The Clerk requested reimbursement for the annual Website Domain Fee of £29.38 and the biannual Web Hosting Fee of £89.52. It was **resolved** to pay the Clerk £118.90.

A Copy of the Risk Assessment and Management (financial) for the period 1st April 2017 to 31st March 2018 was circulated for review and subsequently adopted.

The Annual Governance statements in the External Audit document were agreed by Council and duly signed by the Chairman and Clerk.

The External Audit Return accounting statement, being in agreement with the above year end financial statement, was duly signed by the Chairman and Clerk.

It was **resolved** to ask Mrs Prichard to perform the internal audit.

**Public Access Defibrillator.**

Mr David MacElvogue informed the council that approval for the installation of the defibrillator cabinet was imminent and that physical installation would follow shortly. The Clerk would then liaise with South Central Ambulance Service to register the cabinet and to arrange a public demonstration of the device. It was essential that the whole village knew where to find the device, how to access it and preferably be able to operate it when required.

**Comet Minibus.**

There was a suggestion from Appleton Parish Council that a second Comet Minibus service to Abingdon might be useful within the parish. As this could not run until after the morning school run, it was thought that it would not be useful for people wishing to attend doctors' appointments in Abingdon.

**AOB.**

The Clerk to request that the Tubney Bus sign be repaired by OCC.

Mrs Collins reported that there had been a significant theft of computer equipment from the Tubney business park.

The Clerk requested authorisation to repair the Tubney Noticeboard at an anticipated cost of £33.00 which was given.

The Clerk had received a printed copy of the Vale Local Plan Part 1.

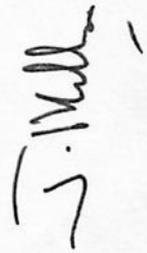
There being no other business, the meeting closed at 9:37pm.

Next Meeting Wednesday 20<sup>th</sup> September 2017.

## Fyfield & Tubney Parish Council Accounts for the Year Ended 31<sup>st</sup> March 2017

<b>Income</b>			
1 April 2016	Precept	£250.00	
1 April 2016	Central Government Grant	£6.00	
17 May 2016	Queen's Birthday Grant	£115.00	
28 Nov 2016	SSE Grant for Public Access Defibrillator	£1,658.00	
5 September 2017	Precept	£250.00	
<b>Total Income</b>			<b>£2,279.00</b>
<b>Expenditure</b>			
18 May 2016	Domain Fee	£25.36	
22 Jul 2016	Queens Birthday Grant to Fyfield PCC	£115.00	
19 Sep 2016	Acorn Timber Supplies – Bus Shelter Repair	£65.74	
4 Oct 2016	South and Vale Carers Centre	£50.00	
13 Jan 2017	WEL Medical Ltd. - Defibrillator	£2,119.50	
25 Jan 2017	Clerk's expenses	£50.00	
15 Mar 2017	Fyfield Notice Board repair	£32.81	
3 Apr 2017	Home-Start Southern	£30.00	
<b>Total Expenditure</b>			<b>£2,488.41</b>
<b>Balance Brought Forward at 1<sup>st</sup> April 2016</b>			<b>£2,422.89</b>
<b>Income</b>			<b>£2,279.00</b>
<b>Expenditure</b>			<b>£2,488.41</b>
<b>Balance at 31<sup>st</sup> March 2017</b>			<b>£2,213.48</b>

Chairman's Signature:



Date:

17/05/17