

**FRITWELL PARISH COUNCIL**  
**Minutes of Meeting held at the Village Hall on 15<sup>th</sup> June 2023 at 7.00pm**

**Present:** Councillors Jonathan Boyce – Chair (JB), Marc Beeney- Vice Chair (MB), Dan Kimber (DK), Simon Kimber (SK), Rebecca Green (RG), Polly Foster (PF), Kelley Hood – Clerk (KH) and 4 members of the public.

**1) Welcome, Introductions and Apologies**

1.1 Apologies received from Cllr Reeves, Cllr Fatemian & Cllr Hood (RH)

**2) Declarations of Interest**

2.1 Cllr Boyce noted that he had an interest in any matters discussed involving the village pond or the enforcement relating to a neighbouring property.

2.2 Cllr Foster has an interest in any matters discussed involving Lagan Homes as a neighbour of the property.

**3) Public Participation**

No comments. Raised under AOB

**4) Approval of Minutes of Meeting held on 27<sup>th</sup> March & 15<sup>th</sup> May (AGM/APM)**

4.1 All Councillors agreed to accept the draft minutes as a true and accurate reflection of the meeting held on 27<sup>th</sup> March & 15<sup>th</sup> May 2023. Proposed by Cllr Boyce, seconded by Cllr D Kimber and agreed by all. The minutes were signed by Cllr Boyce.

**5) Matters arising from the Minutes (not covered by the agenda)**

5.1 Anglian Water – Cllr Boyce to contact Sheila Ultsch for previous correspondence regarding Anglian Water. Then Clerk to contact Anglian Water for update to infiltration plan- **Open JB**

5.2 20mph VAS and SID Signs- Cllr Boyce is working with TVP regarding hand-held speed cameras to be used but no timeline yet available. VAS was serviced under warranty by TWM. Speed watch is to be reinstated in August – **Open JB**

5.3 AGAR – Audit and submission is complete. Notice of Public Rights is on display until 14<sup>th</sup> July in the notice board to allow members of the public to contact the Clerk if documents would like to be inspected- **Closed.**

5.4. Cllr Boyce wanted to say a special thanks to Cllr Hood for his proactive work in cleaning up both bus shelters – **Closed.**

5.5 The right-hand panel of the notice board at the Village Hall is not closing correctly. Thanks to Christine Denton for organising the panel repair – **Closed.**

5.6 Emergency Plan & Winter Weather Preparations - Cllr Boyce has taken an action to review the website for the most current Emergency Plans and update accordingly. Plan reviewed and updated – **Closed.**

5.7 Cllrs to review and accept Roles & Responsibilities as below. All Cllrs remain responsible for the delivery of all services equally, but leads are established to centralise tasks and activities – **Closed.**

Area/Service	Lead Councillor
Planning Lead	Cllr Green
Village Maintenance Lead	Cllr Hood
Finance Support to RFO	Cllr Beeney
MCNP Lead & Public Footpaths & Bridleways	Cllr Foster
Cemetery	Cllr Boyce
IT Services	Cllr S Kimber
Village Maintenance Support	Cllr D Kimber

5.8 Cllr Boyce to draft a letter of thanks to Robin England for recalibrating the speed signs in the village – **Open JB**

5.9 Cllr Boyce confirmed he is assisting resident regarding collapsed wall at the Pond as a resident and not a Cllr.

5.10 Cllr Beeney is awaiting delivery of the notice boards and will liaise with Cllr D Kimber for installation – **Open MB/DK**

## 6) Local Councillors Reports

6.1 Cllr Fatemian (OCC) and Cllr Reeves sent reports prior to the meeting which have been added to the Parish Council website under the Parish Council Meeting documents for 15<sup>th</sup> June 2023.

## 7) Financial Matters

7.1 Current Financial Report and spending since last meeting were agreed by all.

7.2 Election fees were budgeted at £800 and cost was actually £864 resulting in a small adjustment to accounting figures.

7.3 Requirement for Debit Card for Clerk confirmed by all Cllrs for to deal with necessary small purchases on Parish Council A/C.

## 8) Planning Matters

Review recent and current applications and report on other planning issues.

8.1 Approve responses made by FPC since last meeting - **None**.

8.2 Note CDC planning decisions since last meeting - **None**.

8.3 Agree action on outstanding planning applications – Cllr Boyce suggested keeping a close eye on **23/00711/OBL** that prior planning is not breached due to further submissions.

8.4 Cherwell District Council Local Plan Review – update – Slated to be August when the report is issued but that is not yet confirmed.

8.5 Mid- Cherwell Neighbour Plan (MCNP) Review – update – Polly provided an update.

8.6 Lagan land – Land is understood to be up for sale.

## 9. Village Maintenance

9.1 Fritwell sign on village gate in Raghouse Lane – The sign is going to be replaced by CDC – **Open JB**

9.2 Raghouse Lane - Fence between the 2 blind bends near the beginning of Raghouse Lane still an issue of concern for the village. Cllr Boyce to take evidence and present to CDC – **Open JB**

9.3 Cemetery - Cllr Boyce has received a complaint regarding grass deposits on headstones following mowing. Cllr Boyce to discuss with maintenance contractor – **Open JB**

## 10. Correspondence

10.1 Cllr Boyce to draft an email in response to an email from a resident near Town Well End and circulate to Cllrs for approval before sending – **Open JB**

## 11. Any other Business

11.1 Public Space Protection Order for the Playing field – Cllr Boyce to investigate – **Open JB**

11.2 Clerk to investigate having additional bank mandates – **Open KH**

11.3 Cllr Boyce to continue to work with CDC regarding the mowing of the verges – **Open JB**

11.4 Resident has raised again regarding the portrait of King Charles and would the Parish Council be applying to receive one – Clerk to investigate – **Open KH**

11.5 Village Maintenance – Cllr Boyce requested that all Cllrs review a list of projects he has sent round and add any other ideas on how to improve the village. A resident did ask if any of the reserves in the savings account will be used Cllr Boyce confirmed that would be that case – **Open All Cllrs**

11.6 Cllr Foster to investigate the possibility of protecting the Playing Fields with a Local Green Space designation via the Neighbourhood Plan – **Open PF**

11.7 All Cllrs are requested to review and submit their needs for training courses by end of June – **Open All Cllrs**

11.7.1 Cllr Boyce and Clerk to look at budget and contingency to support training needs. – **Open JB/KH**

11.8 Cllr Boyce to draft a letter to thank Steve Baker for moving farm equipment from Bridle Path – **Open JB**

11.9 Cllr Green raised the subject of using zoom for future meetings. October will be selected as a pilot, possibly December also to help increase attendance. Proposed by Cllrs Boyce, Seconded by Cllr S Kimber -**Open SK**

11.10 Publicity to advertise August PCM to younger residents of the village – **Open ALL Cllrs**

## 12. Dates of next meetings:

15<sup>th</sup> August 2023 | 10<sup>th</sup> October | 12<sup>th</sup> December

8.30 pm Meeting Closed