

**Minutes of a Parish Council Meeting**  
**Of Broughton Parish Council**  
**Held at St Marys House, Wykham Lane, Broughton**  
**On Monday 24<sup>th</sup> September 2018 at 7.00pm**

**Councillors Present**

Mrs Leech ( Chairperson), Mr Byrne and Mr Howarth

Clerk to the Council, Mrs C Coles and four villagers

**18/61. To receive apologies for absence**

None.

**18/62. To receive Declarations of Interest under the Council's Code of Conduct relating to business on the agenda**

No interests were declared.

**18/63. Public participation session**

Concern was expressed about users of the swimming pool and parking in the village. The Parish Clerk advised she had sent a letter and had a phone conversation with them. They are open Monday and Wednesday afternoons 4-6pm, term time only and have ten parking spaces. It was noted that people are not parking in a responsible way. They are parking on bends, on opposite sides of the road and at junctions and this is not adhering to the Highway Code. The Parish Clerk to write another letter.

A complaint was received about three compost bins which are situated in the car park in Wykham Lane. The Parish Council lease this car park from CDC and it is for general parking. The bins belong to a resident. The Parish Clerk to write a letter.

Mrs Vereker commented how nice the village was looking.

General highway matters were discussed. Speeding is of concern. Road markings on Wykham Lane are faint and the one way sign is not clear enough. The Parish Clerk to report and ask for the one way sign to be put on a yellow backing board.

**18/64. To approve and sign the minutes of the meeting held on 2<sup>nd</sup> July 2018**

The minutes of the meeting held on 2<sup>nd</sup> July 2018 were approved and signed as a true record.

**18/65. To note any matters arising from the minutes not included on this agenda for report only**

The pea shingle for the car park in Wykham Lane was ordered, delivered and spread in July.

Extra bottle banks have been put in place. A note was put in the last newsletter about their use and they are being used late at night. This will be monitored.

**18/66. To discuss the idea of a defibrillator**

This idea has been discussed by St Marys House. There were mixed views from Councillors. St John Ambulance may offer free training and it was felt that first aid training would be more useful. It was agreed to distribute a questionnaire to the village asking for views on whether the Parish Council should purchase a defibrillator or offer first aid training instead.

**18/67. To discuss the Trees of Remembrance Project, free sampling and commemorative plaque**

As part of the Nation's commemoration of the Centenary of the Armistice of WW1, Oxfordshire County Council is partnering with the Woodland Trust for a project of lasting remembrance.

The Woodland Trust have donated young native species tree saplings and OCC are offering a commemorative plaque. It was agreed to accept the offer of a free tree and plant in the churchyard at the Remembrance Service on 11<sup>th</sup> November.

*Action: The Parish Clerk to order the tree.*

**18/68. To discuss the updating of the website**

The website is a legal requirement and the Parish Clerk is putting Parish Council documents on it. Nick Jesson has agreed to update the website on a more regular basis.

*Action: Cllr Byrne to set up log in details and the Chair to arrange a meeting with Mr Jesson.*

**18/69. To receive an update on Speedwatch**

The equipment has been ordered and there is a six to eight week lead time. Delivery is expected in mid October. Four villages have agreed to buy the equipment and share its use.

**18/70. Financial Report**

*a) Update on bank balances*

The Clerk reported an account balance of £6459.71

*b) The following payments were approved under statutory powers:*

£594.00 to N L Matthews (pea shingle for car park)

£500.00 to A Bathe (grass cutting)

£15.41 to S Leech (Blades for strimmer)

£29.99 to S Leech (purchase of men at work signs)

£19.99 to S Leech (purchase of weedkiller)

£71.64 to S Leech (service for strimmer)

It was noted that all other grass cutting in the village (excluding the cemetery) is done by volunteers.

**18/71. To receive an update on Planning**

There was nothing to report.

**18/72. The following correspondence had been received and circulated:**

- OALC, Draft minutes and GDPR presentation
- OCC, Winter salt
- OCC, Trees of Remembrance Project: Free Sapling and Commemorative Plaque for All Local Councils in Oxfordshire
- CDC, Training, Funding Workshop sessions
- OCC, Proposals to improve services and reduce costs
- Thames Valley Police, Emergency Contact Details
- Volunteer Link-Up, Good Neighbour Scheme Support Services
- OCC, Highways Open Day on 13<sup>th</sup> October
- Resignation email from Hamish Gardiner

One item of correspondence was highlighted:

- OCC, Highways Open Day on 13<sup>th</sup> October. The Chair and Parish Clerk to attend this event.

**18/73. To receive Councillors Reports**

The car park and village have been strimmed recently.

A361 – The Safer Roads Foundation have identified the A361 between Banbury and Chipping Norton as one of the 50 sections of A class roads with the highest risk of fatal and serious road accidents in the country.

They have been awarded £4.135M to deliver safety interventions by 31<sup>st</sup> March 2020. One of the key changes is improvements at the Wykham Lane junction. The Parish Clerk to forward the email to Councillors.

**18/74. Date and time of next meeting**

It was agreed to cancel the meeting date of 15<sup>th</sup> October. The next meeting will take place on Monday 19<sup>th</sup> November 2018 at 7pm.

The meeting closed at 8.00pm.









