

Letcombe Regis Parish Council

Parish Clerk: Mrs Elizabeth Jenkins
Tel: 01235 765530
Email: letregispc@gmail.com

4 The Old Stables
Warborough Road
Letcombe Regis
OX12 9LD

Minutes of the Annual Parish Meeting held on Monday 2nd May 2018 in the Warborough Room of the Village Hall at 7.30pm

Present: Jeanne Lapsley (JL) Chairman, Loretta Light (LL) Vice Chairman, Joyce Ward (JW), David Barber (DB), Doug Frewer (DF), Derek Maurice (DM) Elizabeth Jenkins (EJ) Parish Clerk.

There were 6 members of the public present

		Actions
1.	Apologies for absence: Cllr J Ward attending a presentation, PC D James attending NAG meeting and villagers Judy Vaughan Williams, Alison & Clive Phillips, Murray Charlton. Sue Hannon had also send her apologies but attended later in the meeting.	
2.	Welcome by the Chairman Cllr Lapsley: The Chairman opened the meeting by welcoming everyone present and thanking them for coming.	
3.	Minutes of the 2016 Annual Parish Meeting held on Monday 16th May 2016 and matters arising: Copies of the draft minutes had been made available in the shop, on the website and were available at at the meeting. The Chairman asked if the minutes were a true record of the meeting and this was confirmed, she also asked if there were any matters arising that were not on the agenda and none were forthcoming.	
4.	County Council: Oxbridge Expressway Cllr Constance referred to Oxfordshire County Councils report for April. They had been asked for its views on the proposed Oxford to Cambridge Expressway but until the Highways England publishes its preferred route OCC are unable to give a formal response. OCC have responded to Highways England's key points recognising the strategic objectives of the project, the opportunities it brings in order to support and enable growth & development, enhance connectivity and taking forward innovation and smart technology. However following detailed discussion on the project there are important principles which should be integral to the Oxfordshire corridor selection and decision-making process. i) Ensuring that the Expressway corridor does not increase pressure by impacting on Oxfordshire's existing highway network. In particular it must not use the section of the A34 through Oxfordshire which is both a regional and national strategic route and local distributor route where it forms part of the Oxford Ring Road. A separate strategic route must be provided to avoid conflict of use. ii) It must minimise the impact on existing highway networks if using existing road	

networks or drawing strategic traffic onto local road networks and highway infrastructure e.g. the ring road and Bicester would not be able to cope. It must be developed separately alongside locally planned high enhancements such as the Culham river crossing. Further information is available from the [Highways England website](#).

Potholes:

Cllr Constance reported that potholes are at the top of the Council agenda and OCC. 150M is needed to fully service the roads, OCC have put aside 16m to be used this year and contractors, Skanska, have taken delivery of another Dragon-Patcher which uses a combination of compressed air, heat, bitumen and chippings to repair potholes. This means that there are now two machines working full-time in the county with another being shared with Peterborough and Cambridgeshire. Because it can repair a number of holes at the same time, and much faster, a Dragon-Patcher can carry out repairs far more cheaply than before. A typical Dragon-Patcher repair costs just under £14 whereas one fixed using conventional methods on a non-rural road costs about £60. On a good day a Dragon can repair 200 potholes; that, combined with the low road repair costs, means that the investment is a sound one. More work is done and more money is saved so that it can be put into resurfacing. The Dragon also carries out preventative work by sealing cracks in the road surface that would otherwise let in water and eventually turn into more potholes. In the past year, OCC's own machine, along with the shared Dragon, has fixed over 21,000 potholes. It is expected that the new one, over the next twelve months, could fill up to 14,000 more.

HGV'S on rural roads.

Villagers throughout Oxfordshire are working with the county council's trading standards team to police the scourge of heavy lorries ignoring weight limits on rural roads and bridges. And three out of the four most recent prosecutions in Magistrates' Court have come about after members of the public reported the drivers and their vehicles to the council. OCC enforcement officer Simon Mitchell said: *"While we and the police do actively patrol hotspots, our partnership approach with local residents is proving very successful."* "Since February 2016, there have been 100 prosecutions for breaching weight restrictions brought by Oxfordshire Trading Standards resulting in £55,792.50 in fines. A further 57 more cases are under active investigation. In total 660 formal warning letters have also been issued to HGV drivers as a result of investigations into the 454 public reports, 157 vehicles seen by patrolling Trading Standards officers and 460 vehicles recorded by the ANPR camera at Newbridge.

Care workers recruitment campaign:

A recruitment drive to encourage more people in Oxfordshire to consider a career as a care worker has attracted more applicants in just five months as in the previous two years. The campaign - *'Make a difference every day'* - features a number of real life care workers, already supporting people across the county, talking about the rewards of the job and why they would recommend the job to others. The Oxfordshire Association of Care Providers (OACP) website received 84 applications for a variety of care work roles between mid-November 2017 and the end of March 2018, compared with 66 applications in the two years between November 2015 and October 2017. A total of 107 new job seekers registered on the site between November 2017 and the end of March 2018, compared with 101 from October 2015 to October 2017. Around 130,000 people have looked at recruitment adverts on Facebook since the campaign launched. Oxfordshire currently has around 14,200 people working in adult social care. But the county's ageing population is growing at twice the average, so there is an urgent need for more caring, friendly and reliable care workers to support older, frail people in their own homes, in nursing and residential homes or in community hospital settings. According the latest workforce survey by OCC and Oxford Health Foundation Trust (OHFT), nine out of 10

care workers say they are proud of the work they do.

Reservoir Proposals:

A series of questions have been raised by OCC about Thames Water's Draft Water Resources Management plan proposing to build a huge new reservoir to the south of Abingdon between Steventon and Marcham. - part of its wider strategy for the South-East of England in the future. The District Council's Cabinet was asked to endorse a response to Thames Water's consultation on the idea. The company's Draft Water Resources Management Plan which proposes the new reservoir near Abingdon which will not only support the forecast needs of the Thames Water area but also some of the needs of the wider South-East. In response to the consultation the council has asked for more detail on Thames Water's calculations for growth in population and water usage for coming years that underpin the reservoir proposal. The council has also asked how much of the water from the reservoir would be sold to other water companies. A report to councillors also urged Thames Water to speed up their programme of 'leakage reduction' to 'delay the need for a reservoir as long as possible' as well as pointing out that there is a 'lack of clarity on whether potential sites have been assessed across the South East region'.

5. District Council:

Moving on to District news Cllr Constance confirmed that Matthew Barber has resigned from The Vale of the White Horse District Council. He is taking up the post of Deputy Police Commissioner full time and his successor will be appointed at the District Council meeting taking place on the 19th May.

NHS The second phase of the proposed changes to Health Services on Oxfordshire had been delayed and this included the decision whether or not to close Wantage Hospital.

The Chairman thanked Cllr Constance for her attendance and valuable input to the meeting.

Police Report:

The Chairman welcomed PCSO's Tom Walcott-Smith (TWS) and Keith Jennings to the meeting.

PCSO Wallcot-Smith reported a drop in the number of crimes committed in the past year in Letcombe Regis, There had been one fraud, one burglary of a dwelling, three hunting crimes two of hare coursing and one instance of deer poaching. Letcombe Bassett had had 1 non dwelling burglary nothing had been stolen. One criminal damage to crops and theft of one motor vehicle. Good use is being made of WhatsApp which is a messaging application used on both computer and mobile phones which allows users to text, chat, and share media, including voice messages and video, with individuals or groups. It is used by the police and farmers to pass messages about what is happening in the local area such as hare coursing vehicles on the Ridgeway etc. TWS asked if there were any questions and the Chairman said that the major problem we have in the village is with car parking, especially on pavements. Should we pass on the registration numbers TWS confirmed that it would be useful.

The Chairman then thanked PCSO Pack for his report and the continuing support from all of the police team on Village matters.

6. Parish Council Chairman's Annual Report 2017-2018:

This year has been a busy year, albeit slightly less so than last, and the Parish Council has held 6 meetings and continued to work to ensure that Parish remains well served by the

Local and County Authorities. I would like to take this opportunity to thank my fellow Councillors and the Parish Clerk for their commitment and hard work over the past year, and they will bring you up to date on their contributions later in the meeting.

In preparing this report it is astounding to see how much has happened during the year and I will be selecting some of the highlights, but I hope that through the Minutes of our meetings and the Register you are kept well informed.

We are pleased to confirm that the Parish Council financial position is very strong and we have not seen a rise in the precept, you will all have seen the annual financial statement in this month's Register and the Parish Clerk will give a full report toward the end of the meeting. The PC has been able to support initiatives from within the village and several community grant requests have been approved, with £250 granted to the Riding Club, £360 toward the fireworks for the Village Bonfire Night celebrations and at its recent meeting a further £150 was approved for the newly formed Photographic Club. These grants are open to all in the village to support community initiatives, and if you are thinking of setting up a new activity or group please contact the Parish Clerk who can advise.

Love them or loathe them, White Gates have been installed around the village to provide a visual warning to drivers to reduce their speed. The cost for these has been met by the interest accrued from Section 106 monies negotiated when the Richmond Site was approved.

Other road improvements have been made with the repainting of many of the white lines throughout the village.

Sadly the exceptional weather this year has meant that there are a greater number of potholes than normal and we are continuing to request repairs from the Authorities. This remains an ongoing issue.

The PC has also purchased a further grit bin for the Bassett Road giving wider coverage of grit throughout the village.

Perhaps the most obvious development this year has been the redesign of the Village Website which was relaunched in January. The PC's working group of Cllr Light, myself and the Parish Clerk were pleased to be able to work with Peter Bellis, a village resident, whose expertise has resulted in a much more accessible and compliant site. We are most grateful for his help and guidance. We are currently reviewing our data to ensure that our working practices comply with the Data Protection Legislation currently being finalised by Parliament. The website also enables access to the legislative and policy framework we work within and thanks must go to Cllr Light for her work on formulating the PC's Safeguarding Policy. Please take a look.

As is Customary I must thank all those who continue to support the village, and in particular the PC wishes to publicly thank Francesca and her delivery team who continue to get the Register compiled and delivered to every household. Thanks must also go to Bridget Benn and Jim Birch for their ongoing management and maintenance of the PC Burial Ground, and Mike Light who has taken over from Cllr Doug Frewer as the PC Custodian Trustee on the Village Hall and Recreation Ground Trust. Ken Trotter also supported us with a professional view on the potential impact of changes to local air space usage, so thanks are also conveyed to him.

In support of the Trust the Parish Council has confirmed its commitment of £9k match funding grant to contribute to the improvements to the Children's playground.

Defibrillator training was arranged again in March this year, and will be delivered annually from now on. A further defibrillator will soon be placed on the outside of the Village Hall, thus providing 3 in place throughout the village. A useful note has also been circulated with the April edition of the Register.

The PC appointed a new village warden in November and we look forward to working with Arran to keep the Village looking at its best. This is particularly pertinent this year as it is the turn of the village to host the Gardens Open event. Please have a mind to this and help support the event by maintaining your garden frontages to their usual high standard.

I will now hand over to my fellow Councillors who will be able to give you details on what they have been involved with over the past year.

Councillors Reports:

Cllr Light - Health, Letcombe Brook and Ambulance Trust:

Cllr light reported that the replacement parts for the defibrillator cabinet had arrived and would soon be fitted so that the defibrillator would be back in use. One had also been purchased to replace the one on the Pavilion and this would be installed on the outside of the Village Hall

Cllr Light was recently appointed to the South Central Ambulance Service (SCAS) NHS Foundation Trust Council of Governors serving the counties operated in by SCAS of Berkshire, Buckinghamshire, Oxfordshire and Hampshire. Cllr Light recently spent a 12 hour shift with Didcot ambulance service.

As the PC representative on the Letcombe Brook Project (LBP) Cllr Light updates the PC after each meeting. Currently the LBP is working with the Environment Agency who are planning to cease abstraction and augmentation in 2020 when the work should be finished once the pipeline running from Childrey Warren to the reservoirs has been installed

Cllr Maurice - Burial Ground:

Cllr Maurice confirmed that the PC has been looking into the possibility of improving and extending the burial ground. It was believed that the PCC cemetery had been closed to new burials due to the area being waterlogged. However it was decided that it was worth checking the current condition and with the Rectors permission two boreholes were dug and, despite recent very heavy rain, the ground was found to be dry to a depth of 2 metres. This means that there are approximately 50 more spaces in the PCC cemetery for full sized burial plots and an adequate number of spaces for ashes burials in both. These numbers together with extending the PC Burial Ground by approximately a metre, would provide sufficient spaces for the foreseeable future. Plans to tidy up the PC burial ground will be discussed with the Trustees and the Parish Council. The cost will be borne by the S106 Burial ground grant from Richmond and must be claimed by May 2020.

Cllr Ward - Letcombe Register

At the Parish Council meeting of the 15th January 2018 Chairman Cllr Lapsley raised the subject of the Letcombe Register. The Register is an invaluable resource for the village and during the survey for the Village Plan it was noted that the Register is delivered to everyone in the village and read by the vast majority. Its monthly production is a massive undertaking by Francesca Engelmann and is delivered by her team of helpers.

The Councillors felt that it would be beneficial to meet with Francesca to ascertain if there is any way we could assist her in her regular undertaking. They were concerned that if for any reason Fran was unable to produce the Register there is no-one else who

knows how to put it together. It would also be useful to know the process for gathering the information and charging for advertising etc. Accordingly Councillors Lapsley and Ward met with Fran for a bit of fact finding.

Fran is very happy producing the Register and her only wish is that she receives items for inclusion as early as possible so that she can set up the pages. She explained how she takes advertising material and the charges she uses for the various sizes of advert. She feels that the charges cover the outgoings and that there is no real reason why charges should be increased unless the Parish Council felt it necessary to offset some of its costs. Fran has always used her own printer but recently this reached the end of its useful life and the Council voted to provide a new printer for her use.

Fran did not feel that there was any need for anyone to shadow her or to provide cover for her. She sees no reason why she would not be able to produce the Register each month as she has done for some time. We re-assured her that we had no desire to take over but to let her know that we support her and if she needs any help at any time we are prepared to provide it.

This meeting was discussed at the March Parish Council Meeting and Councillors agreed that we are happy to do anything to support Francesca. It was also felt that we should show our appreciation of the helpers who deliver the Register whatever the weather. It was decided to present each of them with a gift voucher as a thank you from the Parish Council.

The Chairman reported on what the Parish Council would be focussing on in 2018-2019.

- Parish Council Burial Ground Improvements which Cllr Maurice provided details on earlier
- Parking, which continues as a problem around the village
- Potholes!
- Phase two of the Millennium Green reinstatement
- Continue to monitor both plans for the Health Service Changes and Implications and Potential changes to Council Status, ie Unitaries, which seem to have been put on the back burner
- Proposals for Thames Water which Cllr Barber has told us about.
- Continue to link with Richmond Residents where possible
- Maintain the Public areas and footpaths.
- Monitor and comment on Planning Applications and ensure the CIL payments are paid to the village.
- Support Village Initiatives

All of these support the Community Led Action Plan.

She also announced that 2019 would be a year for electing your new Parish Council so if anyone is interested they should contact the Parish Clerk, or any councillors who would be pleased to provide details on the role.

7. Financial Report 2017/2018:

The clerk reported that the Parish Council accounts are currently split into four separate accounts as follows:

The Current account includes payments for the precept, burial ground fees, register

adverts, and VAT repayments. Payments from the account cover Staff costs, Administration, Community Grants, Subscriptions, Asset purchases and general running costs. It also includes the S106 Transport fund which is being used to improve safety throughout the village.

The Deposit account holds the reserves including the £9k matched funding for the children's playground.

The Village Hall Project account was set up to hold all grant money paid to the Parish Council eg S106 Richmond grant and any other grants apart from those received from the Big Lottery.

LRPC BIG Lottery (BL) account was set up at the request of the Big Lottery in order to administer their grant for the new Village Hall. On receipt of claim forms and invoices from the Parish Council BL transfer the payments, by BACS into the account, enabling payment of the invoices.

The accounts will be available for public inspection and the notice confirming the dates will be placed on the noticeboard and on the website in June.

Finally

Regretfully Cllr Doug Frewer has announced that he is to stand down. Doug has been a valued member of the Parish Council and until recently was also a Custodian Trustee of the Village Hall and Recreation Ground Trust. His experience, attention to detail and clear thinking will be sadly missed.

The Chairman then said that Doug's colleagues on the Parish Council, have all contributed to a small gift and card by way of a sincere thank you for all that he had done over the past 8 plus years and that he would continue to enjoy the village for many more years to come.

She then closed the meeting by thanking everyone attending the Annual Parish Meeting, announcing that the Annual Parish Council Meeting would follow after a short break and that everyone was welcome to stay

The meeting finished at 8.15pm

Jeanne Lapsley
Chairman
Letcombe Regis Parish Council
20th May 2018