

# NETTLEBED PARISH COUNCIL MEETING

Minutes of the meeting of the Nettlebed Parish Council at The Village Club, High Street, Nettlebed on **Tuesday 7<sup>th</sup> February 2023 at 7.30pm**

## Councillors

### Present:

Councillors: James Leach, Amanda Foister, Wim Klaucke,  
David Camburn, Paddy Lyell, Geoff Bond

**In attendance:** Cllr. Jo Robb, Cllr. Freddie van Mierlo

**Also present:** 2 members of the public

## MINUTES

- 032/23 To receive and accept apologies for Absence  
Apologies were received and accepted from Cllr Paddy Lyell
- 033/23 Requests for Dispensations, Declarations of Interest, Gifts and Hospitality  
There were none
- 034/23 To facilitate public participation with regard to items on the agenda  
It should be noted that the time allocated for the public session is a total of 10 minutes for all those wishing to speak.  
There was no public participation
- 035/23 To approve the Minutes of the Parish Council Meeting held on 10<sup>th</sup> January 2023, previously circulated  
The Council **RESOLVED** that the minutes from the meeting on 10<sup>th</sup> January be accepted as a true record and were signed by the Chairman.]
- 036/23 To receive reports from District and County Councillors  
OCC February update was circulated and posted on NPC website. Cllr Freddie van Mierlo reported that the OCC budget was not looking as bleak as anticipated. A higher than expected settlement from the Government means that drastic cuts can be avoided. See full report on website
- 037/23 Councillor Vacancies - To consider the vacancy and any applications for co-option  
Mr Ondrej Zacko was invited to introduce himself to the Council. Ondrej said that he and his wife had moved to Crocker End in 2020. He studied his second master's degree at Warwick Business School and now works in management consulting. He considers himself a very positive person and believes his interest in the community; nature and his professional skills to help organisations run better, will be an asset to the Parish Council. Ondrej joined the Nettlebed Bell

Ringers in 2021 and is a member of the Crocker End Green Common Management Committee, his wife teaches dance at the primary school and founded the Nettlebed Book Club in 2021.

The Council considered Mr Zacko's application for co-option to the Council. Cllr. Cllr Wim Klaucke proposed the nomination and Cllr. David Camburn seconded the proposal. The Council unanimously **RESOLVED** that Mr Zacko's nomination be accepted and welcomed him as a Councillor. Mr Zacko signed his Acceptance of Office and Register of Member's Interests forms and joined the Councillors for the remainder of the meeting.

- 038/23 Update on progress from the Minutes – the Clerk/Chairman to report on progress of outstanding items which do not require further decision
- The contract between NPC and BT Payphones for the adoption of the K6 kiosk has been cancelled
  - Work to treat the wayfinding signs has been cancelled – the wood will be left to weather naturally
  - Work to reduce the gradient of the pavement outside the Village Club has been completed
  - A new laptop and protective sleeve and mouse have been purchased – all data has been transferred from the old laptop and laptop has been added to the fixed asset register.
- 039/23 2023 Parish Councils Elections timetable
- Mon, 20<sup>th</sup> March – Publish Notice of Election to be displayed.
- Nominations may be submitted inc. Sat 25<sup>th</sup> March & 1<sup>st</sup> April, but not Sundays.
- Tues, 4<sup>th</sup> April – Final date for receipt of nominations @ 4pm.
- Election:** 4<sup>th</sup> May 2023
- Action:** Councillors to co-ordinate towards the end of March to arrange submission of nomination papers - to be delivered by hand by 4pm on Tues, 4<sup>th</sup> April to Abingdon.
- 040/23 Transport update – Norman Gibson
- The timetables for the buses have changed again – quite significantly.
- Action:** Clerk - Post new timetable on websites and Facebook
- 041/23 Dog Waste and Litter Bins – update and next steps
- Clerk chased David Langstaff, SODC for potential date of litter assessment in the village - left v/m 10/1 and 14/2. If it is deemed that the litter is quite bad, a bins may be provided by SODC.
- Clerk has requested that the litter bin located in the layby on the A4130 between Bix and Nettlebed, is emptied more regularly – not sure if this is being done.
- 042/23 Play Area – do discuss and agree maintenance / replacement
- Cllr Amanda Foister carried out the quarterly Play Area inspection (Jan) and circulated to Councillors. The sign outside the play area is illegible and needs to be replaced. There is a lose screw on the carousel.
- ACTION:** Clerk to arrange for maintenance work on the carousel.

Councillors **RESOLVED** to accept the quote from Allen Brittain, to paint the equipment, work to be carried out after the play equipment has been jet washed. Clerk has requested Lingwoods to pencil in first week in April for power wash.

**Boundary Fence** It was agreed in Jan to go with a like-for-like solution ie. wood. RoSPA recommend having an entrance gate and a maintenance gate. Still awaiting costs wooden fence and metal gate options.

AF to submit the next playground report in May 2023. (Jan, April, July, Oct)

043/23 Commemorative Trees

Margaret and ex Cllr David Butler would like to plant a Quercus Robur (English Oak) to commemorate the death of Queen Elizabeth II. It was also suggested that the Parish Council could provide a tree to commemorate the coronation of King Charles II. The Clerk has requested permission from Nettlebed Estate and is awaiting a response.

044/23 Village Maintenance – update

The Waste Team will be in Nettlebed between 27/3-29/3 for the annual deep cleanse. The Clerk has submitted the areas to focus on in order of priority.

045/23 Nettlebed Roundabout - to discuss maintenance

Clerk has been in touch with OCC regarding the damaged posts on the approach island near the roundabout along the B481. Jon Beale is chasing this up.

046/23 To review and adopt Freedom of Information Policy, previously circulated

Councillors **RESOLVED** to agree to re-adopt the Freedom of Information Policy and agreed that this policy would be reviewed every two years in future.

047/23 To review and adopt Financial Reserves Policy, previously circulated

The Parish Council is required to maintain adequate financial reserves to meet the needs of the organisation. The purpose of the policy is to set out how the Council will determine and review the level of reserves.

Councillors **RESOLVED** to adopt the Financial Reserves Policy as circulated and agreed that this policy would be reviewed every two years in future

048/23 To review and adopt Bee Keeping Policy, previously circulated

Councillors **RESOLVED** to agree to re-adopt the Beekeeping Policy and agreed that this policy would be reviewed every two years in future

Oxfordshire Bee Association – let them know.

049/23 Traffic Calming – update JL

20mph scheme has been approved – no timescale for roll-out yet – See Appendix I

050/23 Port Hill speed limit – to discuss and agree next steps

See report – Appendix II

Following a fairly lengthy discussion about the possibility of reducing the speed limit along this stretch of road to 50mph, or the installation of white gates, Councillors **RESOLVED** to contribute £1,500 towards traffic calming along the A4130 towards a solution to reduce vehicle speed in Port Hill and the approach to Nettlebed. The resident who raised this issue has been informed that as this initiative is not supported by OCC, Highways, funding for the remaining costs would need to come from elsewhere. OCC's ball-park cost to change the current speed limit from 60mph to 50mph is estimated at c£9,000.

051/23 Allotment - update

There are now four vacant plots. Clerk has advertised.

052/23 Crocker End Green Common Management Committee (CEGMC) - update

CLlr Wim Klaucke contacted the resident who kindly cuts the grass on the common, he advised that he would like to continue cutting, but the arisings are not collected because the terrain is so bumpy and would probably damage equipment. Councillors **RESOLVED** to use Green Gym for a session on the common at a cost of £30.00. CLlr Wim Klaucke to arrange.

053/23 Wildflower Verges – update AF

Verge raking taking place on Saturday, 11<sup>th</sup> Feb at 10.30 – meet outside the play area on Watlington Street. Wear suitable footwear and bring a sturdy rake. Posters have been displayed around the village. Hi-viz vests are being provided by Grundons Waste Management Ltd.

054/23 Annual Litter Pick – agree dates

Councillors **RESOLVED** to hold the litter pick on Sat 25<sup>th</sup> March

055/23 Bee keeping Policy – to review and adopt

This item is a repeat of 048/21 (above)

056/23 Nettlebed School & Community Centre (NSCC) – AF

The new JUC committee met for the first time in November, group included from Nettlebed School, Head of Governors, Headteacher and Facilities Manager. Amanda Foister attended from Nettlebed Parish Council, Paddy Lyell sent his apologies. The group agreed terms of reference for meetings and to meet quarterly. Discussed need for better communication of community hall as a resource and simplifying the booking process. Head teacher shared plans of Astro Turf and details of the new playground. Discussed the integration of the pre-school and the changing times of this causing an increased demand on the parking. Next meeting April 2023

057/23 To receive report from Nettlebed District Commons Conservators (NDCC)

In addition to the regular Commons maintenance by the Commons volunteers a major new project has started north of The Green - the Nettlebed Peat Restoration. This work is being funded via TOE (Trust for Oxfordshire's

Environment) by Vision XS (a consultancy offering strategy and analysis to the attractions industry, based in Wallingford). The project covers 2.8ha and continues the work that Rod d'Ayala has been doing to improve the water holding capacity of the ponds and enhance peat creation by placing some cuttings of shrubs and saplings that have grown back, in the ponds to degrade anaerobically.

The Clerk has received a grant application from NDCC - To replace damaged and outdated signage on the areas around the recreation ground in Nettlebed – this will be on the agenda for the Full Council meeting in March.

- 058/23 Correspondence – to note correspondence received not otherwise on the agenda where decisions are not required

Email from resident in Catslip concerned about the speed of traffic traveling between the Nettlebed roundabout and Bix. OCC Highways were consulted and responded that the layout of this part of the A4130 meets the criteria for National Speed Limit, that there have been no recorded data of injury collisions on this stretch of the A4130 and, no properties faced the road. Reducing the speed limit would not, therefore, be a “priority for further consideration” - a reply has been sent to the resident.

A communication was received from a resident unhappy about the installation of the wayfinding signs in the village. The resident requested it to be noted that she felt that the money spent was not good use of the parish precept.

- 059/23 Chairman’s and Clerk’s Report

- David Byers has carried out weekly inspection on the defibrillator at the Village Club and at the School – both are emergency ready
- OCC have informed NPC that a Hornbeam (*Carpinus betulus*) will be planted at the far end of Lion Meadow
- Election Nomination packs have been given to all councillors.

- 060/23 Training – to consider any further training offered by OALC and SLCC  
Open Spaces: Protecting Commons, Greens and Open Spaces. £80, min of 10 attendees for the course to run. 9.30am-1pm each day and is delivered online.  
Councillors **RESOLVED** that any councillor wishing to attend could do so.

- 061/23 **Planning**

i. Planning applications – to consider all recent applications received from SODC detailed below and any other planning applications submitted and published on the SODC planning portal between the circulation of this agenda and the meeting.

**P23/S0299/HH 10** The Ridgeway Nettlebed - Demolition of existing garage and rear extension, Proposed two storey side and rear extension and single storey front entrance porch.

No objections to this application, however there is some concern about the potential loss of light at 8 The Ridgeway and would appreciate the Case Officer looking carefully at that.

Vote: unanimous

**P23/S0335/HH 28** The Stable Yard Catslip Nettlebed – Conversion of garden room to gym.

No objection  
Vote: unanimous

ii. Notice of Decision – to note  
P22/S4355/HH Solar House Catslip development work at the following **GRANTED**

P22/S4140/FUL Halfridge, Catslip RG9 5BN Proposed demolition of existing house and pool building and erection of replacement country house dwelling and detached 4 bay garage. Provision of new entrance gates and piers and extensive new hard and soft landscaping following removal of existing tennis court and swimming pool and provision of new wildlife pond and other biodiversity enhancements. (As amplified by information received 17 January 2023) **GRANTED**

062/23 Confirm Meeting Dates to January 2024  
Feb 7<sup>th</sup>, March 7<sup>th</sup>, March 21<sup>st</sup> Annual Parish Meeting (to be held between 1<sup>st</sup> March and 1<sup>st</sup> June), April 4<sup>th</sup>, APCM May 16<sup>th</sup> (Parish Elections, Thursday 4<sup>th</sup> May) June 6<sup>th</sup>, July 4<sup>th</sup>, Sept 5<sup>th</sup>, Oct 3<sup>rd</sup>, Nov 7<sup>th</sup>, January 9<sup>th</sup> 2024

063/23 Accounts & Finance

i. VAT reclaim for the period 1.9.22-31.1.23

The amount to be reclaimed for the period is £720.61

ii. To receive Financial Report

As at 31<sup>st</sup> January 2023, the Accounts stood at:

Barclays Community Account	£5,820.15
Barclays Premium Account	£34,128.60
Total holdings	£39,948.75

Councillors **RESOLVED** to agree and accept the Financial Report

### **Outstanding Payments**

It was noted that Nettlebed Village Club have still not provided any invoices for hall hire - £375 is owing by NPC to the Village Club. The wildflower plugs have not yet been purchased. James Leach's expenses - £38 will be paid in Feb.

### **Income Received**

<b>Standing Orders</b>		<b>Date Cleared</b>
Administration to the Council	£1,318.54	30/01/23
Function 28	£24.00	03/01/23
Oxfordshire LGPS – pension	£263.29	10/01/23

<b>Direct Debits</b>		<b>Date Cleared</b>
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Castle Water	£39.24	30/01/23
ID Mobile	£6.00	18/01/23
<b>Payments made between meetings</b>		<b>Date Cleared</b>
LGPS	£147.31	30/01/23

Due to back dated pay increase, the amount paid should have been £410.31. £263.29 was paid by SO, £137.31 paid by BACS to make up to £410.31. HMRC payment should have been £237.70 (less £5.26 overpayments = £232.44) – payment has been adjusted to £232.44.

<b>Debit Card Payments Made</b>		<b>Date Cleared</b>
SurveyMonkey	£384.00	16/01/23
Amazon	£4.47 - stationery	16/01/23
Amazon	£8.97 - batteries	16/01/23
<b>Bank Transfers</b>		<b>Date Cleared</b>
From Business Premium Acc to Community Acc	£6,000	30/01/23

iii. Bank Statement – to acknowledge scrutiny and acceptance of the previously circulated bank statement

The bank statement was reviewed and accepted

iv. Invoices for payment – to consider and approve income and invoices for payment itemised on the Payment Schedule

The Council **RESOLVED** to approve the following invoices for payment via Bank Transfer (BACS) which Cllr. James Leach would authorise.

<b>Payment Method</b>	<b>Payee and reason</b>	<b>Amount</b>
SO	Function 28 (Feb)	£24.00
SO	Oxford County Council LGPS Pension Contribution (Jan)	£278.02
BACS	HMRC payment cancelled	£44.25
SO	Administration to the Council	£984.10
DD	Castle Water (payment due 28/01)	£39.24
DD	iD Mobile (to 2 <sup>nd</sup> Feb)	£6.00
BACS	Nettlebed Estate – allotment rent	£3.45
BACS	Shaw Fencing	£72.00
BACS	Jo Pugh – Laptop Computer (John Lewis)	£599.00
BACS	Jo Pugh – stationery and admin sundries	£52.80

Councillors **RESOLVED** to approve the above payments

- 064/23 To raise any items for the agenda for the next Parish Council meeting  
Commemorative trees - Discuss and agree purchase of tree and plaques  
Review NDCC Grant application  
Lych Gate Memorial – to discuss maintenance
- 065/23 Date of next meeting  
7<sup>th</sup> March  
Meeting closed: 9.30pm

2023 Meeting Dates  
Jan 10<sup>th</sup>, Feb 7<sup>th</sup>, March 7<sup>th</sup>



## APPENDIX I

### Traffic Reports - Cllr James Leach

#### 1. Meeting at Crowmarsh Gifford PC on 8 December 2022 with Oxfordshire Police and Crime Commissioner, Matthew Barber

A meeting, hosted by Crowmarsh Gifford PC with PCC Mathew Barber, Chris Hulme, Traffic Management Officer, Hampshire Constabulary & Thames Valley Police Joint Operations Unit and the Chairs of most PCs from parishes on the A4130 (from Bix to Nuneham Courtenay) on 8 December.

Discussion focussed on speed and noise from both motorcycles and cars which all parishes experienced. With regards to motorcycle speed/noise Chairs were advised that the new 'noise cameras' were an unlikely solution – fixed permanently, bikers simply slowed down at that location and the cameras were not currently suitable for temporary/mobile use as their calibration was complicated and time consuming. Given the stretched resources of all police forces it was unrealistic to hope for a dramatic increase on the roads effected. The panel also admitted that currently without the voluntary closure of the H Café on the A4130 (the destination of many of the bikers) this problem was likely to remain.

Car noise was similarly difficult to prevent for many of the reasons above and the suggestion that more parishes raised voluntary Community Speedwatch teams was rejected by most parishes at the meeting (and the scepticism about voluntary speed camera echoed by parishes present who already had Community Speedwatch in place!) Firstly parishes had to purchase the equipment themselves; secondly the volunteers participating were the same villagers who volunteered for everything else; thirdly, being caught speeding three times by a Community Speedwatch camera simply got you a visit by the police, a 'rap on the knuckles' but no prosecution!

Sadly, little useful arose from the meeting.

#### 2. Speed on A4130 between Nettlebed and Nuffield

The ongoing issue of speeding traffic, raised by a Port Hill resident, needs to be addressed by Nettlebed PC. Residents are keen to continue the 40mph speed limit from Nuffield to Nettlebed given what they feel are the issues of residents on Port Hill trying to pull onto the A4130 from their houses.

OCC Highways have been consulted on the possibility of a speed reduction and responded that a 50mph limit might be possible given the traffic levels, type of road and likelihood of driver compliance. OCC Highways did not, however, consider that a 40mph limit was warranted given the results of the speed survey conducted in September 2021, the number of traffic accidents recorded over the last 20 years or

likely compliance with a 40mph limit

If a 50mph limit were to be imposed OCC have stated that the costs would fall fully on the parishes involved (Nettlebed and Nuffield) and (including public consultation, signage installation etc.) was likely to be in the region of £10,000.00. Nuffield PC's Clerk has already suggested that with their limited Precept and a number of existing, more important, priorities Nuffield PC would be unlikely to contribute to this cost which would then need to be absorbed fully by Nettlebed PC.

Councillors to discuss and agree next steps forward at February's PC Meeting

### **3. Speed on A4130 between Bix and Nettlebed**

Councillors were copied into an email a Crocker End resident about traffic speed and noise on the A4130 and asked about the possibility of reducing tr. OCC Highways responded: "Having looked at the injury collision data over the last 3 years, there have not been any incidents recorded along this stretch and, as the road itself has good forward visibility with one sweeping bend and no properties facing the road then this wouldn't be a priority for further consideration"

