

**Minutes of the Longcot Parish Council
held in
Longcot Chapel
on Wednesday 21 November 2018 at 7pm**

Present: Andi Cunningham, Chairman, John Barneby, Amy Cooper, Alan Rich and Tina Brock, Clerk.

189/18 Apologies for Absence. Nathan Boyd (prior commitment). This apology was received.

190/18 Variation on Order of Business. None

191/18 Declaration of Interest. None.

192/18 Minutes of the Parish Council held on Thursday 4 October 2018 and Thursday 18 October 2018. Council RESOLVED to approve the minutes which were agreed and signed by the Chairman as a correct record.

193/18 Matters Arising from the Minutes. None.

194/18 Public Participation. None.

REPORTS

195/18 Report from County Councillor. None.

196/18 Report from District Councillor. None.

197/18 Report from Chairman. None.

COUNCIL

198/18 Financial Regulations. Council RESOLVED to approve the following amendment based on NALC model Financial Regulations updated July 2016 and to bring in line with the Councils Standing Orders 18.1 sub clause 2:

- i. 11.1 sub clause b value amended from £50,000 to £25,000.

199/18 Standing Orders. Council RESOLVED to approve the following amendments based on revisions made by NALC model Sanding Orders dated July 2018 as follows.

- S/O 15 sub clause to include the wording '(if there is one)'
- S/O 18.3 to add '**unless it proposes to use an existing list of approved suppliers (framework agreement).**'
- S/O 21.1 delete 'shall' include 'may'

200/18 Policies. Council RESOLVED to approve amendments to the Freedom of Information Publication Scheme to include the Council's website address. All procedures, polices and guidance of Council had been reviewed and considered fit for purpose.

201/18 Financial Risk Assessment 2018/2019 was completed and formally agreed. See annex 1.

202/18 Register of Assets (half year) was reviewed and accepted.

203/18 Health & Safety of the Council's Assets. Recreation equipment is monitored monthly by MRH Services and Councillors and annually by RoSPA; written reports are submitted. The mower is stored in a locked container and regularly maintained and serviced. All volunteers are trained, wear Hi-Viz jackets and helmets and covered under the Council's insurance.

204/18 Review of Effectiveness of the System of Internal Audit. Regulation 4 of the Accounts and Audit Regulations (2003) requires the findings of the review of the system of internal control to be considered by a committee of the relevant body, or by members of the body meeting as a whole. Examples of evidence in support of the review are:

- Annual Report of Internal Audit.
- Any reports by the External Auditor covering internal audit work or on key financial systems.
- Results of any other review on which reliance may safely be placed.

Regulation 6 requires bodies to review the effectiveness of the system of internal audit once a year and for the findings of the review to be considered by a committee of the body, or by

the body as a whole, as part of the consideration of the system of internal control referred to in Regulation 4. Council reviewed the system and found them adequate. Annexe 2.

FINANCE

205 /18 Payments of Accounts. Council RESOLVED to authorise the payments below:

Spending Power	Cheque No.	Payments now due:	Net Cost	VAT	Total
LGA 1972 s112 Contract/Pensions Act 2014	EP 19	T Brock - Clerk's salary Oct			201.05
LGA 1972 s111	EP 21	The Net Result - payroll			55.50
LGA 1972 s112 Contract/Pensions Act 2014	EP 22	T Brock - Clerk's salary Nov			201.05
LG(Misc Prov) Act 1976 s19	000713	A Rich - diesel, repairs mower	44.22	8.84	53.06
LGA 1972 s134	000714	Shrivenham Methodist Church - room hire			10.00
LG(Misc Prov) Act 1976 s19	000715	MRH Services - play park inspection			33.00

As at 21 November 2018 Councils bank accounts held a credit balance of:

Current a/c £6,207.27

Deposit a/c £4,906.30

206/18 Estimates 2019/2020. Council discussed the estimates and agreed to include some extra expenditure. The Clerk would make the amendments to be approved at the next meeting when the precept would be set.

207/18 Update on other current matters.

- ii. VWHDC s106 Contributions secured relating to development in Longcot. P15/V0271/) (16V49) Land at King's Lane, agreement dated 2 June 2016. On occupation £4,500 towards public are on site or in the vicinity and £19,665 towards leisure and community facilities in parish, spend by 10 years.

PLANNING

208/18 Submitted Planning Applications. The Council RESOLVED to submit the following observations:

i	P18/V1820/FUL amended details	<p>Land South of Red Gables, Kings Lane, Longcot, Oxon SN7 7SS <i>Part retrospective; proposed replacement dwelling (amended drainage plans received 7/11/2018).</i></p> <p>Objects</p> <ol style="list-style-type: none"> 1. Longcot has flooded badly 3 times in 30 years, with houses in the proximity of Red Gables being flooded each time. It is very important that a drainage plan for the site of Red gables allows for protection of the surrounding properties. 2. The drainage details supplied have the name of Mr Graham Harvey on its title, this is not the owner of this site? 3. We have studied the drainage map in detail that was supplied and cannot ascertain at all the plan to be able to move the water from the site to the nearest drain facility via some means. 4. The S1, S2 and S3 markers are referring to what? Is this a larger French drain area? 5. There is no point having inspection chambers if they are not going anywhere or be rodded to an outlet. 6. The long trench that is marked to the right of the map can only be a French drain type as we see for instance no details for say a harvester to store water underground to help with the storm runoff. 7. Mr Dela at the Vale in the past helped to implement a flood
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		<p>policy to try and help future flooding and so we have sent you the drainage details of this area, so for instance on the old map you will note there is an old pond site on the top of this development. These areas showing old ponds in Longcot require careful water management as the water will collect there naturally.</p> <p>8. We have attached the most recent camera pictures we have from the storm drains that this property will feed into on the access road and main road and they both show very low grade capability, so creating bigger roof space or reducing the permeable area in anyway will require very careful planning which is why the council takes great interest in the capacity of our drainage.</p> <p>9. We enclose a photo showing the very small area that made up the apron surrounding the stables on one side, which is usual with agricultural stables, and it shows a very small area that was under some paving stones. It is important that the new plans do not reduce the permeable ability of this land area.</p> <p>10. We also show a photo of the site before it was cleared to show the small footprint of the stable and the much larger footprint of the new application will of course increase the flood risk if the drainage details are not well thought out to function over the future years.</p> <p>11. We want to be assured that the drainage capability is well designed and functions well, and the plans submitted do not meet with this requirement.</p>
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209/18 Permitted Planning Application(s) were noted.

i	P18/V2108/HH	Downs Cottage, Fernham Road, Longcot, Oxon SN7 7TG <i>Renovate and repair the dilapidated stable block comprising a tack room, two stables and a cart store, with hay loft above and to demolish the derelict garage, which is of poor quality and more recent than the stable block and to replace it with a simple car port in traditional style and materials.</i>
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210/18 Update on other current matters. None.

HIGHWAYS

211/18 Hedgehog Friendly Location. Deferred.

212/18 Update on Other Current Matters. Council met with Lee Turner and Mark Francis, Highways, OCC to discuss ways to improve safety at the Majors/Old Wharf Road crossroads. Many solutions were discussed with a Gateway Scheme being the preferred solution. This would involve signage being changed and relocated and permission from landowners to install the gates on their property.

PLAY AREA

213/18 Update on current matters. Alan Rich had trimmed the hedges at the play park.

ALLTOMENTS

214/18 Update on other current matters. None.

NEIGHBOURHOOD ACTION GROUP

215/18 Oral Update. See annex 3.

INFORMATION

Exclusion of Press and Public

To move the following resolution, in view of the confidential nature of the business to be transacted it is in the public interest that the public and press be excluded from the remainder of the meeting and they are requested to withdraw.
216/18 Personal Matters. None.

DATE OF NEXT MEETING

217/18 The next meeting of **Longcot Parish Council** will take place on Wednesday 16 January 2019.

The meeting closed at 8.25pm.

Signed.....

Date.....2018