

LITTLEMORE PARISH COUNCIL

Minutes of the Littlemore Parish Council Meeting on Tuesday 14th February 2023 at Littlemore Village Hall

The meeting began at 7.02pm

Present: Cllrs Maggie Willis (Chair), Susie Aldridge, Joyce Milligan, Sadiea Mustafa-Awan (present for part of the meeting: FC 131/22 to FC 136/22 inclusive), Janice Pullen, Anna Railton, Anne Stares, Sue Stewart.

In attendance: Judith Godsland (Minutes Secretary and Editor, Littlemore Local), Tony Eaude (Neighbourhood Plan Working Group).

Members of the Public: Chris Smowton, Sandy Douglas.

Public Forum

There were no questions, comments, or representations from the public.

FC 126/22 Chair's Welcome

Cllr Willis welcomed everyone to the meeting.

FC 127/22 Apologies for absence

Tiago Corais (work), Michael Evans (work), Dorian Hancock (illness).

Council **agreed** to accept the reasons for absence given. Council was reminded that apologies and reasons for absence should be submitted ahead of the meeting.

FC 128/22 Declarations of Interest

No further declarations of interest were made by Councillors present.

FC 129/22 Minutes of the last Full Council Meeting

The Council **approved** as a correct record the minutes of the Parish Council meeting held on Tuesday 17th January 2023. Cllr Willis then signed the minutes and initialled each page.

FC 130/22 Minutes of Council Committee Meetings

The Council received and **noted** draft minutes of the Planning Committee meeting held on Thursday 26th January 2023. The draft minutes of the Finance & General Purposes Committee meeting held on Thursday 26th January 2023 were not yet available.

FC 131/22 Finance

The Council **approved** a recommendation from the Finance & General Purposes Committee (F&GPC) to create a new reserve heading for the Neighbourhood Plan and transfer £3,000 from the Herschel Crescent Fencing Earmarked Reserve to this new heading.

A request from the Neighbourhood Plan Working Group (NPWG) for £10,000 to be made available in the 2023-24 financial year will be discussed at the next F&GP Committee.

The Council **noted** the Year End Internal Audit Observations for the Financial Year 2020-21 which had not been received previously.

FC 132/22 Chair's Update

The new High Voltage Cable from electricity substation to the Science Park will not be laid across the Oxford Road Recreation Field. It will go down Oxford Road instead.

FC 133/22 Correspondence

Pete White of ProPest Pest Control had written to ask if Council would need his services this year. No-one present was aware of problems with vermin or had received concerns from members of the public. **Action:** Council **decided against** this.

A resident in Sandford Road had informed Council that her driveway had been blocked by road works. **Action:** Cllr Railton **will advise** her as to where she can report this problem.

A resident has written to ask if the Council has plans to commemorate the Coronation of Charles III. **Action:** The Council will plant a tree in Littlemore (see FC 137/22 and FC 138.22).

FC 134/22 Personnel

The Council heard that following interview, the preferred candidate for the Clerk/RFO position had withdrawn. The Committee will interview another of the applicants.

FC 135/22 Small Grants

Cllr Willis left the room for this item due to her declared interest in the Village Hall

The Council **approved** a request to change the use of a £500 Small Grant previously awarded to the Trustees of Littlemore Village Hall in 2020-21.

FC 136/22 Neighbourhood Plan

The Council **approved** the Terms of Reference for the Neighbourhood Plan Working Group and thanked Cllr Pullen for all her work.

The Council **agreed in principle** to appoint Adam Symons as consultant to advise on the work of the Neighbourhood Plan, subject to contract.

FC 137/22 Trees

The Council **agreed in principle** to replace the list of dead trees in residential roads, subject to Cllr Railton getting professional advice about exact locations and species, and subject to the agreement of the frontagers.

The Council **agreed in principle** to plant a beech tree at the Oxford Road end of Little Park, subject to satisfactory assessment of distance from the nearest structure. Cllr Railton will provide details of the cost and styles of commemorative plaques available.

The Council **received** update on remedial work on trees in Oxford Road Recreation Field and Little Park. This work is to be completed by the end of March 2023.

FC 138/22 Coronation Events

The Council **agreed** that it would mark the Coronation by planting a beech tree.

FC 139/22 Transport & Connectivity

Cllr Railton **will forward** to all Councillors, notes recording outcomes of a meeting with Cllr Andrew Gant, Oxfordshire County Council, on 27th January.

FC 140/22 Date of Annual Parish Meeting

Council **agreed** that the Annual Parish Meeting will be held on Tuesday 23rd May 2023.

FC 141/22 Date of Next Meeting

The date of the next meeting will be Tuesday 14th March 2023.

The meeting closed at 9.02 pm.

Signed as a true and accurate record:

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Cllr Maggie Willis

Chair, Littlemore Parish Council

Tuesday 14th March 2023

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