

# Littlemore Parish Council

## MINUTES OF THE MEETING OF LITTLEMORE PARISH COUNCIL HELD ON TUESDAY 12<sup>th</sup> JANUARY 2020 BY VIDEO LINK VIA ZOOM AT 7.00PM.

Present: Councillor Lynda Comber (Chairman)  
Councillor's: Macer Wicker (Vice Chairman), Sue Aldridge, Michael Evans,  
Jan Pullen, Gill Sanders, Sue Stewart, Margaret Wareing, Maggie Willis, Kim  
Wicker.

Officers: Richard Wilkins (Clerk to Parish and R.F.O)  
Daniela Harrison (Assistant Clerk)

Staff: Dr. Judith Godsland (Littlemore Local Editor)

In Attendance

Val Churchill and Michael Wood from Locality Supports Officers from Oxford City Council.

Meeting opened – 19:00

### **FC.01/21 Chairman's Welcome**

Cllr Lynda Comber welcomed everyone to meeting.

Cllr Comber reminded everyone of the Code of Conduct and Council Standing Orders and requested everyone to respect others in meeting.

### **FC.02/21 Apologies for absence**

Cllr John Tanner                      Cllr Anita Fisher                      Cllr Dorian Hancock  
Cllr Tiago Corais

**RESOLVED: To receive and note the apologies for non-attendance at the meeting.**

### **FC.03/21 Declarations of interest**

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting

Cllr Lynda Comber reminded members that declaration can be made at any point during meeting.

### **FC.04/21 Acceptance of Minutes Previous Meeting**

**RESOLVED: To agree and sign as a correct record the minutes of the Parish Council meeting held on**

Tuesday 8<sup>th</sup> December 2020 Full Parish Council Meeting

**FC.05/21 Clerks Update**

Parish Clerk Richard Wilkins provided following verbal report

Locality Support Meeting

Caroline Green has now been promoted to Chief executive for OCC, for this she won't be able to meet with Parish Council representatives. Caroline has allocated time from Locality Support team Val Churchill, Michael Woods and Joseph Barrett to assist. A pre-meeting has taken place to set foundations and a meeting for working group is scheduled for 3<sup>rd</sup> February 2021.

**Action Point:** Clerk to organise zoom meeting and send invite.

Parish Council Elections

Still unknown if elections will be going ahead. OCC elections office manager awaiting confirmation from Government, once update received this will be shared with members of Council.

OALC Training Program

OALC training program has been sent out to all councillors, at present only Cllr Sue Aldridge and Clerk are booked on Courses.

CloudyIT Update

Parish Clerk will be meeting IT consultant shortly to investigate the roll out of the new IT assets including training schedule.

Precept Request

Precept has been sent to Adrian Wood, Financial Services Oxford City Council. Once confirmation on Special Expenses received this will be provide to members of Council.

Cllr Sue Stewart requested to know if there was an update for meeting with Cllr Alex Hollingsworth from Oxford City Council

**Action Point:** Clerk to contact Cllr Hollingsworth

**FC.06/21 Chair update**

Cllr Lynda Comber had nothing to report to Council.

**FC.07/21 Correspondence**

Parish Clerk Richard Wilkins notified members of following correspondence;

Resident on Herschel Crescent

Resident has contacted Council to find out what developments are planned for Herschel Crescent.

**Action Point:** Clerk to respond to resident.

Parking on Grange Road, JHN Academy Pickp/Drop Off

Resident raised concern with reference to parking outside John Henry Newman Academy. This email has been forwarded onto Oxford City and Oxfordshire County Councillors. Oxfordshire County Council are going to increase presence of enforcement officers to this area.

**Action Point:** Clerk to find out if resident contacted.

Cowley Low Traffic Neighborhood

Details were provided of an online meeting being held by Oxfordshire County Council as objections to plans received. County Council Officers are recommending to cabinet this be approved.

Debate was held and clerk answered questions and a vote was called.

Cllr Michael Evans proposed that Parish Council withdrew comment for scheme, seconded by Cllr Kim Wicker.

Vote:

For: 3                      Against: 4                      Abstain: 2

**Resolution: Proposal not carried.**

Cllr Gill Sanders advised that the scheme would be review within 18 months.

Oxford Road Traffic Calming Scheme

Objections have been registered with the County Council over scheme, therefore it will be heard by cabinet on 21<sup>st</sup> January 2021, Cllr Margaret Wareing has agreed to attend if free. Clerk to liaise with Cllr Margaret Wareing - availability.

**FC.08/21 Littlemore Local Update**

Judith Godsland provided following verbal report.

- Currently working on February/March edition with deadline Thursday 14<sup>th</sup> January. Deadline extension was offered but not taken up.
- Will be contacting Cllr John Tanner with reference to Oxford City Council purchase of land.
- Asked if Parish Council like inclusion of recruiting volunteers for delivery – Cllr Lynda Comber welcomed idea to leave for the remainder for the lockdown period?

- Details of Precept not received by Parish Clerk. Parish Clerk to send update on Nature reserve/Community garden due to delay from City Council.
- A reminder, to send in contributions will be added to the Littlemore Local.

### **FC.09/21 Locality Support Officer & Community Response Team -OCC**

Val Churchill provided following verbal report

- Community Partnership meeting on Zoom, to increase numbers this will be advertised in the Littlemore local soon.
- Currently working under the Blackbird Leys Hub, she has met with Cllr Lynda Comber and Parish Clerk and has taken several points away that can be looked at, a date has been arranged for Feedback as to what they can do.
- Clarification as to whether the Parish Council have received update from the Police. Littlemore Local Editor has had correspondence from the Police, but Parish Clerk reported nothing supplied to the Parish Council directly.

Parish Clerk – there is a new development in Alice Smith Square and locals are complaining. there is a porta loo in the middle of the road and several skips rubble on grass area. This has been reported. Cllr John Tanner is chasing this up. Hoping this will be resolved by the end of the week.

### **FC.10/21 Thames Valley Police report**

No report received.

### **FC.11/21 Planning Report**

Cllr Sue Stewart advised nothing to report.

### **FC.12/21 Receive Working Group Reports**

Digital – No Report

Transport - Cllr Tiago Corais has emailed transport working group, a meeting for this is pending.

### **FC.13/21 Receive Amenities Report**

Parish Clerk Richard Wilkins provided following verbal report via presentation.

#### Graffiti

Update on graffiti on workshop in Oxford Road, this is being cleared up by repainting over. This has been added to the Littlemore Facebook page.

#### Boundary fencing on Herschel Crescent Rec

Previous ROSPA inspections has deemed boundary fence unsafe, a replacement is required urgently.

**Action Point:** Parish Clerk to obtain three quotes for fencing, like fencing around flats but will need to meet ROSPA standards.

#### Uneven Park Entrances

Uneven entrances on 2 areas in Herschel Crescent Rec and 1 in Eastern Bypass Park urgently require work to rectify risk.

**Action Point:** Parish Clerk to obtain three quotes to remove current surface and replace with Wet Pour Rubber Surfacing or something similar.

#### **FC.14/21 Receive Update on Neighbourhood Plan**

Cllr Maggie Willis advised nothing to report, will request when this is returned to the agenda.

#### **FC.15/21 Receive Update from Oxfordshire County Council**

Cllr Gill Sanders provided following verbal report.

- County Council budget is still open to consultation, hope to update next meeting.

#### **FC.16/21 Receive Update from Oxford City Council**

No report

#### **FC.17/21 Woodland Trust – Free Tress for Communities**

Clerk – The Woodland Trust are doing packs of trees, we are looking to put a bid in now in time for March or in November, due to the current situation and availability to allow volunteers to attend to plant these trees.

Can this be advertised in the Littlemore Local?

Agreed to be added to the agenda later in the year and added to the Spring issue of the Littlemore Local

#### **FC.18/21 Press statements**

No press statements required.

#### **FC.19/21 Agenda Items for the Next Meeting**

Motions to be submitted to Parish Clerk 7 working days before Parish Council Meeting, the Clerk has final say if to be submitted to next agenda. **Deadline for next meeting Monday 1<sup>st</sup> February 2021.**

## **FC.20/21 Meeting Dates to April 2021**

### **January**

Tuesday 26<sup>th</sup>

Personnel Committee Meeting, 7pm via Zoom

Thursday 28<sup>th</sup>

Finance Committee Meeting, 7pm via Zoom.

Planning Committee Meeting, 8pm via Zoom.

### **February**

Tuesday 9<sup>th</sup>

Full Council, 7pm via Zoom.

Finance Committee Meeting, 7pm via Zoom.

Planning Committee Meeting, 8pm via Zoom.

### **March**

Full Council, 7pm via Zoom.

### **FC.21/21 Pest Control Tender**

Deferred to next meeting.

### **FC.22/21 Date of Next Meeting**

Tuesday 9<sup>th</sup> February 2021

Meeting Closed 20.35hrs

Signed as a true and accurate record.

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Cllr Lynda Comber  
Chairman  
Littlemore Parish Council  
Tuesday 9<sup>th</sup> February 2021