

BENSON PARISH COUNCIL

Parish Hall, Sunnyside, Benson, Wallingford. OX10 6LZ
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Minutes of the Benson Parish Council meeting held on Thursday 28th July 2016 at 7:30pm in the Benson Parish Hall Committee Room.

Present:

Cllr P Peers	(Chair)	(CPP)
Cllr P Baylis		(CPB)
Cllrs J Fowler		(CJF)
Cllrs S McCann		(CSM)
Cllr T McTeague		(CTM)
Cllr D Olley		(CDO)
Cllr T Stevenson		(CTS)
Cllr M Winton		(CMW)

Proper Officer: P Eldridge (CLK)

SODC Cllr R Pullen

A reporter from the Henley Standard

There were no members of the public present

1. Apologies. Cllrs R Jordan, Cllrs F Lovesey, P Murray and R Workman.

2. Declarations of Interest:

- a. Cllr S McCann declared an interest in item 6.b.i. planning application for 21 Old London Road, Benson, OX10 6RR, as he is the owner of the property.
- b. Cllr J Fowler declared an interest in item 6.b.i. planning application for 21 Old London Road, Benson, OX10 6RR, as he lives in a neighbouring property.

3. To receive reports from the following:

- a. Cllr M Gray – OCC Member. Cllr Gray was not present at the meeting.
- b. Cllr F Bloomfield – SODC Member. Cllr Bloomfield was not present at the meeting.
- c. Cllr R Pullen – SODC Member. Cllr Pullen reported on:
 - i. Littleworth housing development and the requirements for a relief road.
 - ii. The SOC Local Plan consultation and the requirements for as many individuals as possible to respond.
 - iii. Progress of the consultation for unitary authorities in Oxfordshire.
 - iv. Pending housing development in Benson and surrounding villages.

4. Public Session. There were no members of the public present.

5. Minutes of Last Meeting: To approve and sign minutes of the meetings held on Thursday 23rd June 2016. **Members who were present at the Benson Parish Council meeting held Thursday 23rd June 2016 unanimously resolved to approve the minutes of the meeting.** Cllr P Peers chair of the parish council signed the minutes as a true record. Cllr Peers went through the action list noting that the briefing for Cllrs on the Benson Community Hydro Project (BCH) was still outstanding. Clerk responded that he was planning to ask for the briefing to be given

immediately before the next Benson Parish Council meeting scheduled for Thursday 25th August 2016. Cllr J Fowler noted that it would be better to wait for the results of the feasibility study before arranging the briefing.

Action: Clerk to mark current action on the BCH briefing complete and take a new action to arrange the briefing when feasibility study complete.

CLK

6. Benson Parish Council Planning Committee:

a. To approve and sign the minutes of the planning meeting held on Tuesday 12th July 2016. **Members who were present at the Benson Parish Council planning committee meeting held Tuesday 12th July 2016 unanimously resolved to approve the minutes of the meeting.** Cllr J Fowler chair of the planning committee signed the minutes as a true record.

b. To consider Planning Applications:

i. Cllrs S McCann and J Fowler left the council chamber.

BPC40/16/P16/S2221/HH. 21 Old London Road, Benson, OX10 6RR.
Rear 'chalet' extension.

Members remaining unanimously resolved to return no objections.

Cllrs S McCann and J Fowler entered the council chamber and resumed their seats.

ii. **BPC41/16/P16/S2234/HH.** Potters Farmhouse, Old London Road, near Ewelme OX10 6PX.

PROPOSED REMODELLING OF EXISTING ACCOMMODATION & ERECTION OF CART SHED STYLE GARAGING.

Members unanimously resolved to return no objections with the comment that a condition be made that the new extensions must not be used as separate living accommodation.

iii. **BPC17/16/P16/S0860/HH.** 49 Preston Crowmarsh, Wallingford, OX10 6SL.

Demolishing two outbuildings/sheds (wooden) and replacing them a new shed for a back garden.

Amendment 1 as amplified by the tree report dated July, 2016.

Members unanimously resolved to make no comment on the amendment.

c. To note Planning Decisions:

i. **BPC24/16/P16/S1404/HH.** 74 Preston Crowmarsh OX10 6SL.

New first floor and ground floor additions and alterations.

Permission Granted.

ii. **BPC25/16/P16/S1695/FUL.** Hethersett, 8 Mill Lane, Benson, OX10 6SL.

Demolition of existing attached garage and attached single-storey wing forming redundant doctor's surgery, construction of new replacement two-storey side extension, single-storey rear extension and single-storey front extensions. New vehicular access gate fronting Mill Lane to existing driveway. Additional raised terrace to rear of new rear extension. Change of use from doctors/dentists surgery to residential use.

Permission Granted.

d. Local Plan 2032 Preferred Options Consultation June 2016. To discuss and formulate the Benson Parish Council response. After discussion it was agreed that Cllr J Fowler would consolidate the council responses and submit

the Benson Parish response on line. Cllr P Peers thanked Cllr Fowler for all of the work he had carried out on the consultation.

e. To receive a report from the Chairman of the Planning Committee. Cllr J Fowler reported that he had still not received a response from SODC on housing numbers which include RAF housing stock not available to anyone other than RAF and civil service personnel. Cllr Fowler continued that he would discuss this with an SODC representative at an upcoming meeting of the Neighbourhood Plan Steering Group.

7. **Benson Parish Council Finance Committee:**

a. To approve and sign the minutes of the Finance Committee held on Tuesday 19th July 2016. **Members who were present at the Benson Parish Council finance committee meeting held Tuesday 19th July 2016 unanimously resolved to approve the minutes of the meeting.** Cllr P Peers chair of the finance committee signed the minutes as a true record.

b. To present finance recommendations to Council:

i. **Recommendation to Full Council that £423 + VAT be allocated from the 2016/17 staff training budget of £500 for RFO AAT Level 2 Bookkeeping online course and Halls Manager Excel and Word online courses.**
Members present unanimously resolved to approve the recommendation.

c. To receive a report from the Chairman of the Finance Committee.

8. **Benson Parish Council Halls Committee:**

a. To approve and sign the minutes of the Halls Committee held on Tuesday 12th July 2016. **Members who were present at the Benson Parish Council halls committee meeting held Tuesday 12th July 2016 unanimously resolved to approve the minutes of the meeting.** Cllr T McTeague chair of the halls committee signed the minutes as a true record.

b. To present a halls recommendations. There were no recommendations from the halls committee.

c. To receive a report from the Chairman of the Halls Committee. Chairman had nothing to report. Cllr T McTeague noted the work done by the Halls Manager on the most recent Fire Risk Assessment.

9. **Benson Parish Council Recreation and Lands Committee.**

a. To approve and sign the minutes of the Extraordinary Recreation and Lands Committee held on Tuesday 19th July 2016. **Members who were present at the Extraordinary Recreation and Lands committee meeting held Tuesday 19th July 2016 unanimously resolved to approve the minutes of the meeting.** Cllr P Baylis chair of the Recreation and Lands committee signed the minutes as a true record.

b. To present recreation and lands recommendations:

i. **Recommendation to Full Council that permission is granted to Benson United Football Club (BUFC) to store 2 x portable goalposts along the edge of the Sunnyside recreation area at the Northern corner adjacent to Hale Road with the conditions:**

1) That BUFC assume full responsibility for the upkeep,

public liability, security and insuring of the stored goalposts.

- 2) **That the goalposts are stored side by side padlocked together and additionally secured to fixed posts at each end with padlocks.**
- 3) **Nets should be removed from the posts after each use.**

Members agreed that in addition to the above terms and conditions the parish office would need a copy of the BUFC liability insurance and also hold a set of keys or the combination for the padlocks so that the posts could be moved for grass cutting etc.

Members present unanimously resolved to approve the recommendation.

Action: Clerk to inform BUFC of Benson Parish Council decision on the siting of goalposts.

CLK

c. To receive a report from the Chairman of the Recreation and Lands Committee. Cllr P Baylis reported:

i. That the garden club had asked for some locations that the parish council would like some crocuses to be planted. Cllr Baylis requested that any ideas on locations be sent to her.

ii. That 3 separate infestations of Giant Hogg Weed and been discovered on Parish Council Land, 2 adjacent to the Cuckoo Pen and 1 at Millbrook Mead. Cllr Baylis continued that quotes were being arranged for the professional eradication of the infestations but that if work was to commence in the 2016 season funding would need to be allocated immediately. Cllr P Peers moved to suspend standing orders:

Suspend Standing Orders: Members present unanimously resolved to suspend standing orders.

Suspend Standing Orders.

Cllr P Baylis proposed that £5000 +VAT be immediately allocated for the eradication of infestations of Giant Hogg Weed at the Cuckoo Pen and Millbrook Mead this was seconded by Cllr T Stevenson.

Members present unanimously resolved to approve the proposal.

Members present unanimously resolved to resume standing orders.

Resume Standing Orders.

10. Benson Parish Council Technology Committee:

a. To approve and sign the minutes of the Technology Committee held on Tuesday 19th July 2016. **Members who were present at the Technology committee meeting held Thursday 19th July 2016 unanimously resolved to approve the minutes of the meeting.** Cllr P Baylis chair of the Technology committee signed the minutes as a true record.

b. To present technology committee recommendations to Council:

i. **Recommendation to Full Council that Oxford IT Solutions be engaged to install clouds services on the 3 council computers at a cost not to exceed £280 + VAT.**

Members present unanimously resolved to approve the recommendation.

ii. **Recommendation to Full Council that Oxford IT Solutions be**

contracted to provide computer maintenance contract on the 3 council computers at a cost not to exceed £240 + VAT for the first year.

Members present unanimously resolved to approve the recommendation

CLK

Action. Clerk to contact Oxford IT Solutions to arrange for direct debits and instigate the work.

c. To receive a report from the Chairman of the Technology Committee.
Cllr P Baylis reported:

- i. Clerk had completed the Windows 10Pro upgrade on 2 office PCs.
- ii. New PC for Halls Manager has arrived and has had the OS installed ready for the installation of email Office 365 and Sage. Cllr J Fowler asked what would now happen to the Benson Parish Laptop, Cllr Baylis responded that this would be discussed at the next Technology Committee meeting and instructed the clerk to add an item on this to the next technology agenda.

Action. Clerk to add an item to the next technology agenda to discuss what to do with the Benson Parish Council laptop.

CLK

11. **Benson Parish Council Working Groups.** To receive reports from the Benson Parish Council Working Groups:

a. Benson Community Hydro Working Group. Cllr J Fowler reported that the project had been awarded a Grant of £19,284 from The Waste and Resources Action Programme (WRAP) which would cover the expense of the feasibility study to be carried out by Renewables First. Cllr T McTeague asked if there was information available on the results achieved by Renewables First and Cllr Fowler agreed to provide some. Cllr P Peers noted that good work had been carried out by the Benson Community Hydro Working Group and thanked the working group for all the work carried out to date.

Action: Cllr Fowler to provide information on Renewables First results.

CJF

b. Benson Neighbourhood Plan Steering Group. Cllr J Fowler noted that he had nothing particular to report but would take any questions. Cllr S McCann noted that there was no web link from the Benson Parish Council website to the Neighbourhood Plan website. Cllr P Baylis Benson Parish Council website administrator responded that she would add a link ASAP.

c. RAF Benson Liaison. In the absence of Cllr F Lovesey the clerk reported that the liaison meeting planned for Monday 1st Aug 2016 had been postponed to a currently unconfirmed date in August. Clerk continued that to date there had been no further response from the RAF on the requirement to maintain trees along the RAF base perimeter fence.

12. **Benson Parish Council Chairman:**

a. To receive a report from the Chairman. Cllr P Peers reported:

i. That during a Workshop she had attended on the unification of OCC and SODC councils she had noted that it would be difficult for parish councils to cope with the additional workload proposed to maintain grass cutting road side signs etc. Cllr Peers continued that Benson Parish Council did not currently have the expertise and volunteers required for the additional tasks and there would be no financial benefit for the council taking on the work. Cllr Peers ended by saying that she was also

concerned that additional responsibility might deter the recruitment of new parish councillors in the future.

ii. That she had been in contact with Sharon Crawford SODC planning officer on the delay of the work to complete the footpath in front of the new row of terraced houses on Oxford Road.

iii. That she had also been in contact with Sharon Crawford about the change of use required for the new Benson Deli located at the back of the Crown Inn. Cllr Peers continued that the response had been that the Deli would be checked out by the Environmental Team and Conservation Officer.

iv. That she had emailed SODC Cllr F Bloomfield on the situation of the plot of land adjacent to the River Thames weir. Cllr Bloomfield had responded that he had passed the issues to the SODC Planning Enforcement Officer.

v. Cllr Peers completed her report by publically thanking Cllr Bloomfield for his assistance with actions on issues for the Benson Parish Council including the issues being experienced by a parishioner.

b. To report on any items or issues brought forward.

13. To discuss and agree any Proposals or Approvals.

a. No proposals were brought to the meeting

14. Correspondence:

a. To review correspondence and post received as detailed on attached list.

Post received for meeting Thursday 28th July 2016

Post/Emails Received	Action
1. Local Plan 2032 Preferred Options Consultation June 2016 circulated Wed 27 th Jun 2016 at 11:25.	Noted
2. Next steps following parish and towns meetings on unitary local government circulated Mon 25 th Jul 2016 at 13:23.	Noted
3. The Big Health and Care Conversation - Invitation to join circulated Tue 26 th Jul 2016 at 11:12.	Noted
4. LGRC Town & Parish Council Expo 9th September Droitwich Spa circulated Tue 26 th Jul 2016 at 11:28.	Noted
5. Hate Crime Champion – Volunteer circulated Tue 26 th Jul 2016 at 11:35.	Noted
6. Oxfordshire Minerals and Waste Core Strategy – Consultation on Additional Documents circulated Tue 26 th Jul 2016 at 12:02.	Noted
7. Household waste recycling centres consultation circulated Tue 26 th Jul 2016 at 12:30. After a brief discussion it was agreed that Cllr P Peers would respond to the consultation before the closing date of 11 th Aug 2016. Action: Cllr Peers to respond to the Household waste consultation.	CPP
8. Speed Surveys 2016 circulated Tue 26 th Jul 2016 at 12:19.	Noted
9. The latest 'at a glance' news from Community First Oxfordshire circulated Tue 26 th Jul 2016 at 12:26.	Noted
10. Update: Local Government reorganisation for Oxfordshire circulated Tue 20 th Jul 2016 at 09:28.	Noted

11. Letter from SODC concerning P16/S2243/MPO: Atalanta House, Beggarsbush Hill, Benson, OX10 6PL circulated Tue 26 th Jul 2016 at 12:49. Cllrs also noted that the application had been withdrawn.	Noted
12. Gas Supply to 42 Brook Street Benson OX106LH circulated Wed 27 th Jul 2016 at 11:38.	Noted
13. Erection of 2 new residential dwellings to be numbered: 33D and 33E High Street, Benson, WALLINGFORD OX10 6RP circulated Wed 27 th Jul 2016 at 14:24.	Noted
14. Letters for Benson Parish Council from Mr H Merryweather circulated Tue 26 th Jul 2016 at 10:55. Cllr J Fowler acknowledged the receipt of the letters.	Action
15. Email on SSE installation of Smart Meters circulated Tue 26 th Jul 2016 at 13:07. Cllr P Peers suggested the representative speak at the 2017 APM which was agreed. Action: Clerk to speak with the representative and inform him of the opportunity and ensure that the next APM agenda has an item for a presentation on Smart Meters.	Action
16. Emails from Mr John Dalton about Land adjacent to Benson Weir circulated Tue 26 th Jul 2016 at 13:01 & Wed 27 th Jul 2016 at 11:03. Dealt with under item 12.a. Chairman's report.	Action
17. Shed on allotment circulated Wed 27 th Jul 2016 at 11:14. After a brief discussion it was agreed that Cllr P Baylis would review the policy on the erection of sheds on the allotments. Action: Cllr Baylis to review policy on erection of sheds on allotments.	CPB
18. Wicksteed Refurbishment of Sunnyside changes to quoted amount circulated Wed 27 th Jul 2016 at 11:18 & 11:25. Cllr P Peers moved to suspend standing orders: Suspend Standing Orders: Members present unanimously resolved to suspend standing orders. Suspend Standing Orders. Cllr P Baylis proposed that extra funding of £288 +VAT be immediately allocated for the refurbishment the Sunnyside Play Area this was seconded by Cllr P Peers. Members present unanimously resolved to approve the proposal. Members present unanimously resolved to resume standing orders. Resume Standing Orders. Action: Clerk to place order for the refurbishment of the Sunnyside Play Area.	CPB
19. Barriers to Engagement in the Production of Community Emergency Plans circulated Wed 27 th Jul 2016. It was agreed to defer this item to the next meeting: Action: Clerk to add item to next agenda to discuss barriers to emergency plan engagement. Post Meeting Note. Action required by 12 Aug 2016 agreed with Parish Council Chair that clerk should complete a return.	CLK
20. McDonald's LWYL Event 25th August circulated Wed 27 th Jul 2016. It was agreed that the clerk should meet with the McDonald's Representative and offer some external painting of the parish hall.	CLK

b. To review Parish Office Notes as detailed on attached list.

Parish Office notes Thursday 28th July 2016

1. None submitted

15. Finance:

a. To sign off the reconciled bank statement for the current account as at 30th June 2016.

Members present unanimously resolved to approve the reconciled bank statement as at 30th June 2016

b. To consider Grant applications payable under powers from 1972 Local Government Act (s137):

i. Grant request from Enrych Oxfordshire.

Members present unanimously resolved to approve grant of £100 to Enrych Oxfordshire.

Action: Clerk to instruct the RFO to prepare payment at the August parish CLK council meeting.

- c. To sign cheques as detailed on the attached list.

Date of Invoice	Organisation/ Individual	Description	Cheque Number	Amount
28/07/2016	HMRC	July PAYE and NI	506002	724.71
28/07/2016	OCC	July pension contribution	506003	1048.98
28/07/2016	G Stock	July Salary	506004	81.90
28/07/2016	A Bates	July Handyman services	506005	1640.55
18/07/2016	Sharp & Howse	Boiler service contract to Dec 2106 plus replacement thermostat	506006	1518.00
25/07/2016	LB Plumbing	Repair ladies cistern and unblock urinal	506007	175.00
30/06/2016	Grundon	June waste collection	506008	99.10
14/07/2016	SODC	Dog bins 1/4/16-30/6/16	506009	163.26
15/07/2016	PRS	PRS for 4/16-4/17	506010	342.30
14/07/2016	Longpine	PH roof repairs	506011	1236.00
11/07/2016	Roy Passey	Car park ramp repairs	506012	1032.00
28/07/2016	P Eldridge	Monitor for Halls Manager and keys	506013	79.99
30/06/2016	Griffith & Partners	Salt Store valuation	506014	180.00
30/06/2016	Executive Alarms	Annual service of fire alarms and lights	506015	264.00
30/06/2016	Clarity Copiers	Photocopier usage 3/16-6/16	506016	162.86
01/07/2016	Cathedral Hygiene	Hygiene services	506017	433.66
06/07/2016	M Ottery	Repairs to lighting in PH and PV	506018	218.00
04/07/2016	Sage UK Ltd	Payroll annual licence and Cover	506019	313.20
30/06/2016	Microshade	Internal audit 2 nd visit (Stuart Wilbur)	506020	395.88
01/07/2016	Clearview	Window cleaning	506021	140.00
05/04/2016	Andrew Ashcroft Planning	NP consultancy	506022	1292.76
25/05/2016	Oxford It	Final website payment	506023	899.10

16. Items for Councillors to Note:

a. Cllr D Olley thanked parish staff for arranging the letter drop on the storage of BUFC goalposts.

b. Cllr T Stevenson noted that current advice was to leave hedges uncut until September due to an extended bird nesting season

CLK

Action: Clerk to inform contractor to leave hedge cutting until September.

c. Cllr M Winton asked for confirmation of which Cllr was due to carry out the

August play area inspection. Clerk responded that it was Cllr Winton and that in future the inspection would be noted on the previous month's minutes.

CPB

d. Cllr T Stevenson noted that the Ragwort on the field leased to a Parishioner was severe and needed to be pulled up and burnt. After a brief discussion it was agreed that Cllr P Baylis should review the responsibilities for the clearance of Ragwort and then action the clerk on the issue.

Action: Cllr P Baylis to review responsibility for ragwort clearance of leased parish council land.

17. To confirm the date of the next council meeting.
Thursday 25th August 2016.

18. Dates of Next Meetings:

- a. Parish Council Meeting. Thursday 25th August 2016.
- b. Finance Meeting Thursday 11th August 2016.
- c. Halls Regeneration Meeting Thursday 11th August 2016.
- d. Recreation and Lands Meeting Thursday 8th September 2016.
- e. Planning Meetings (to be notified).
- f. Play area Inspection for August Cllr M Winton.



Peter Eldridge
Proper Officer
8th August 2016

Annex A
Actions for Parish Council Meetings as at
28th July 2016

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| 1. | Clerk to arrange a briefing to Cllrs on the BCH project council meeting minutes 21st Apr 2016 (12.a.ii.1).
<i>Action superseded. Action closed.</i> | CLK |
| 2. | Clerk to review signage around Rivermead paddling pool banning dogs in the pool council meeting minutes 26th May 2016 (22.b.i.).
<i>In progress.</i> | CLK |
| 3. | Clerk to schedule additional halls meetings and inform halls committee members of date's council meeting minutes 23 rd Jun 2016 (8.a.).
<i>Meeting scheduled. Action closed.</i> | CLK |
| 4. | Clerk to order picnic tables for Rivermead council meeting minutes 23 rd Jun 2016 (9.b.ii.).
<i>In progress.</i> | CLK |
| 5. | Clerk to inform Wallingford school community projects officer council meeting minutes 23 rd Jun 2016 (9.b.iii.).
<i>Projects Officer informed. Action closed.</i> | CLK |
| 6. | Cllr P Baylis to circulate details of seats to be purchased to Cllrs council meeting minutes 23 rd Jun 2016 (9.b.iv.).
<i>In progress.</i> | CPB |
| 7. | Cllr Fowler to ask SODC why a full environmental impact assessment is not required council meeting minutes 23 rd Jun 2016 (15.a.6.).
<i>In progress.</i> | CJF |
| 8. | Clerk to add item to recreation and lands meeting agenda to review letter of concern and disapproval council meeting minutes 23 rd Jun 2016 (15.a.7.).
<i>Item for R&L agenda noted. Action closed.</i> | CLK |
| 9. | Clerk to respond to Crowmarsh Parish Council and to add an item to recreation and lands meeting agenda for members to discuss council meeting minutes 23 rd Jun 2016 (15.a.8.).
<i>Response sent and item noted for R&L agenda. Action closed.</i> | CLK |
| 10. | Clerk to instruct grass contractor to stop weed killing until further notice council meeting minutes 23 rd Jun 2016 (15.a.8.).
<i>No weed killing instruction issued. Action closed.</i> | CLK |
| 11. | Clerk to mark current action on the BCH briefing complete and take a new action to arrange the briefing when feasibility study is completed council meeting minutes 28 th Jul 2016 (5.).
<i>In progress.</i> | CLK |
| 12. | Clerk to inform BUFC of Benson Parish Council decision on the siting of goalposts council meeting minutes 28 th Jul 2016 (9.b.i.).
<i>BUFC informed. Action closed.</i> | CLK |

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| 13. | Clerk to contact Oxford IT Solutions to arrange for direct debits and instigate the work council meeting minutes 28 th Jul 2016 (10.b.).
<i>Oxfordshire IT Solutions contacted. Action closed.</i> | CLK |
| 14. | Clerk to add an item to the next technology agenda to discuss what to do with the Benson Parish Council laptop council meeting minutes 28 th Jul 2016 (10.c.ii.).
<i>Item for next technology meeting noted. Action closed.</i> | CLK |
| 15. | Cllr Fowler to provide information on Renewables First results council meeting minutes 28 th Jul 2016 (11.a.).
<i>Information provided. Action closed.</i> | CJF |
| 16. | Cllr Peers to respond to the Household waste consultation council meeting minutes 28 th Jul 2016 (14.a.7.).
<i>In progress.</i> | CPP |
| 17. | Clerk to speak with the representative and inform him of the opportunity and ensure that the next APM agenda has an item for a presentation on Smart Meters council meeting minutes 28 th Jul 2016 (14.a.15.).
<i>Representative has agreed to speak at 2017 APM and APM agenda item noted. Action closed.</i> | CLK |
| 18. | Cllr Baylis to review policy on erection of sheds on allotments council meeting minutes 28 th Jul 2016 (14.a.17.).
<i>In progress.</i> | CPB |
| 19. | Clerk to place order for the refurbishment of the Sunnyside Play Area council meeting minutes 28 th Jul 2016 (14.a.17.).
<i>Order placed. Action closed.</i> | CLK |
| 20. | Clerk to instruct the RFO to prepare payment at the August parish council meeting council meeting minutes 28 th Jul 2016 (15.b.i.).
<i>RFO informed. Action closed.</i> | CLK |
| 21. | Clerk to inform contractor to leave hedge cutting until September council meeting minutes 28 th Jul 2016 (16.b.).
<i>Contractor informed. Action closed.</i> | CLK |
| 22. | Cllr P Baylis to review responsibility for ragwort clearance of leased parish council land council meeting minutes 28 th Jul 2016 (16.d.).
<i>In progress.</i> | CPB |