**Crawley Parish Council**

**Minutes of meeting held at 7.30pm on 22nd September 2021 at The Lamb**

Present: Colin Dingwall, Sue Bremner-Milne, Mark McCappin, Tony Connell, Graham Howkins, Gill Hill, Liam Walker, Sheena Derry, John and Michelle Hill, Jill Kerr, Lewis Ross and Heather Northam

1. Apologies: None.

2. The Minutes of the meeting held on 8th July 2021 were approved.

3. Declarations of interest: None.

4. Matters arising:

* Plans for the development of the Crawley Inn site are ongoing. It is proposed that the Inn is converted into three residential units and the land on the other side will have 2x semidetached properties and one larger house.
* Restoration of war memorial. The stone mason has not responded and provided a quote for the work, so CD is trying to find another.
* Community Library. Attempts to identify a telephone box at a reasonable price have failed. SD will ask how much support there is in the village for a library to determine whether we should continue to pursue this.
* Defibrillator. MM reported that the battery and pads for the defibrillator have now expired, so will need replacing. The battery lasts six years and costs £176, while the pads cost £80 and last for two years. These are not negligible costs for a small community like Crawley. SB-M said there were sufficient funds at the moment and MM will order replacements.

5. District Councillor’s Report. Gill and Colin had nothing to report.

6. County Councillor’s Report. LW reported that it had been a quiet summer.

* At the Cabinet Member Decision meeting on 29th July the Burford temporary Traffic Regulation Order was allowed to continue for the full 18 months (until February 2022), pending additional traffic counts in the area.
* Liam has access to some money that could help with defibrillator costs.
* A ‘Chairman’ should now be addressed as ‘Chair’.

7. Treasurer’s Report.

1. SB-M circulated the accounts for q2 2021-22 to the PC before the meeting, showing a balance of £3,565.52. Expenditure in the last period was for flowers for the war memorial and WiVTAG printing costs.
2. The precept is now in. We had expected to lose the grant for grass cutting and increased the precept to cover this, but still got this grant. It was agreed we would keep this increase for contingency.
3. SB-M has had very poor service from HSBC. She had opted to stay with them because they offered a free service, but they have now introduced a £5/month charge. She feels that it would be better to pay £6/month and change to Unity Trust, which many local councils report provides a much better service. SB-M to investigate.

8. Update on Village Emergency Plan. SB-M has circulated a first draft to all councillors. There are many gaps in the draft. We have no community facilities such as a village hall or playing field, and the question was raised about whether we should try to link with another village. We need to identify who has resources and where equipment can be stored; individuals need to agree for their details to be in the plan (circulated among councillors, not the whole community); there may be insurance implications (CD to investigate). We also need to identify “vulnerable” people (health, old age, young age etc – Heather McCulloch, Healthy Communities Manager at WODC may be able to help with this), and to have a detailed map of where all the houses are in village (many houses have only a name). There is a great deal of supporting information to help users prepare for and prevent problems, including several documents that can go on the website.

9. WiVTAG update (this item was dealt with after the County Councillor’s report).

* As reported by LW, the Cabinet decision was to let the Burford scheme run its full 18 months. WODC will carry out additional traffic monitoring in the meantime and investigate widening the current permit area. MM thinks widening the permit area would effectively mean that Burford end up running a regional scheme for the county, which he feels is unworkable.
* It is likely that the WODC report upon which the final decision is based will be written in November, so there is an urgent need to raise awareness of the issue in local communities, and especially Witney. Many of the WiVTAG committee have distributed flyers in their own communities, and MM has been to all properties in Crawley, and West End, Bridge Street, and Mill Street in Witney. There is a need to be seen and to get into the local press and social media.
* Witney Town Council is supportive of WiVTAG. MM has met with Cllr Ruth Smith from WTC. There is a full Town Council meeting on 11th October and Ruth Smith hopes to get a resolution at the meeting to confirm WTC’s support for the campaign against the Burford weight limit. WiVTAG is trying to get communities to lobby this meeting in support of WTC action. The focus of the WiVTAG campaign is to challenge Burford’s weight restriction and not to put blame on haulage companies and HGV drivers. MM asked for Crawley residents to attend in Market Square between 6.30 and 7.00pm on 11th October to join in this community action. It is expected that the press will be there.

10. Update on Sewers. MM has spoken again to Andy Stickland from Thames Water, who has confirmed that the foul sewer on Foxburrow Lane, which is at a depth of 3m, needs to be rebuilt. This is a substantial and costly repair. They will need to dewater the area, so will dig boreholes to monitor the groundwater and gauge the difficulty of the repair. This will not be done before next year, so will inevitably mean using tankers to remove excess from the pumping station on Dry Lane over the winter. MM will ask for limited overnight pumping when possible.

11. Update on Highway Maintenance.

* OCC has recut the grips on Foxburrow Lane and dug out some of the ditches around Priest Hill Lane. Jill Kerr expressed concern that cars drive onto the verge at the junction of Priests Hill Lane and push soil into the ditch, which then floods, and freezes over in winter. MM will look at the site and get back to OCC if necessary.
* OCC have also repaired the headwalls on the flood relief culverts under Dry Lane, which had been damaged by HGVs going up over the kerb. While there they assessed the practicality of putting in a double kerb or verge marker posts on the non-footpath side of the road. However, having seen the problem with lorries and cars trying to pass on that stretch of road, they feel that neither a double kerb or marker posts will solve the problem and they have referred it to the traffic signals team for consideration.
* OCC have contributed to the repair of Rob Hellyar’s wall on Farm Lane.
* The landowner has cleared the ditch from the flood relief culverts to the river Windrush.

12. Visual Appearance of Bridge and Footpath. TC has received a complaint about the general appearance of the bridge and footpath coming into the village along Dry Lane. It was agreed that a village work party would clear the weeds and generally tidy it up, perhaps combined with a litter pick. The date for the next litter pick was set for Sunday 24th October (10am start from the war memorial).

13. Consultations. There are several significant consultations currently open, including Oxford Plan 2050 and the Oxford-Cambridge Arc. SD has circulated information about these to the village where appropriate, but it was not felt necessary for the parish council to submit a response in their own right.

10. Socials. The social committee are making plans for a pub quiz, pumpkin carving, and Bonfire Night. There will also be a short Remembrance Day Service at the war memorial on 14th November. CD will order the wreath but will not be able to do poppy sales round the village. SD will ask if anyone else is willing to do this, and if not, ask if The Lamb would be happy to have them at the bar. Next year is the Queen’s Platinum Jubilee, and SD suggested we should mark the occasion, perhaps with a street lunch. LW will ask about street closures, and JK offered the use of her garden.

11. Future dates. MM suggested moving to meetings every two months, and it was agreed that we should continue with meetings on the 4th Wednesday of every other month, at 7.30pm.

* 24th November 2021
* 26th January 2022
* 23rd March 2022

12. AOB

* Jill Kerr reported an incident on 13th September in which an HGV got stuck on Foxburrow Lane, causing significant traffic disruption. There is a 7.5T weight limit on this road, and the driver said he was following instructions from the farmer he had just visited in Leafield. MM will follow this up with the farmer to establish what went wrong and avoid it happening again.
* The Parish and Town Forum (meeting between WODC and Town and Parish Councils) will be held on 4th November. CD will attend.