**Crawley Parish Council**

**Minutes of meeting held at 7.30pm on 27th July 2022 at The Lamb**

Present: Cllrs Colin Dingwall (Chair), Sue Bremner-Milne, Graham Howkins, Mark McCappin, Tony Connell; Sheena Derry (Secretary); Lewis Ross, Heather Northam, Isabel Webb (parishioners).

1. Apologies: Cllr Gill Hill.

2. The Minutes of the meeting held on 11th May 2022 were approved.

3. Declarations of interest: None.

4. Matters arising:

* CD has advised ‘A Touch of Grace’ that we wish to go ahead with cleaning the base of the war memorial and re-lettering with enamel, but we do not yet have a date for the work to start.
* SD has obtained a copy of Model Standing Orders from a neighbouring small parish council. It is hoped that we will be able to adapt these for use in Crawley.

5. District Councillor’s Report – Colin Dingwall.

* WODC is changing the way it uses its buildings. More services will be moved to the Welch Way office in the town centre, where it is hoped they will be more accessible. The Elmfield office will be vacated, and technology will be installed in the Woodgreen office to allow meetings to be live streamed.
* OCC has taken traffic enforcement away from WODC, and in Woodstock they have introduced paid parking, going against public consultation. The expected revenue is £300,000, and it is unclear whether this will be ringfenced. CD fears that paid parking will be imposed across the whole of West Oxfordshire. OCC are considering the creation of a Unitary Council, with no District Councils. This would mean all areas have the same council tax and parking arrangements, and would mean increased cost for people in West Oxfordshire.

6. County Councillor’s Report – no report.

7. Treasurer’s Report – Sue Bremner-Milne.

* The end of year reports have been published.
* There has been no charge to date for the new Gmail service.
* SB-M asked if she could go ahead with reclaiming VAT. This was agreed unanimously. She estimates that we will recover £80-100 p.a.
* CD expressed a wish to buy a solar sign to register drivers’ speeds through the village once the 20mph speed limit is in place. He thought this might cost £3-4,000, which would greatly deplete our reserves. MM has looked at the OCC document about rolling out the 20mph scheme and is unsure whether any formal application has been submitted for Crawley as is not on any of the lists. CD will check with Liam Walker.

8. New Code of Conduct. SD had circulated a new version of the Code of Conduct to all councillors before the meeting. This version was adopted by WODC in May and all town and parish councils are encouraged to do the same. All councillors were in favour.

9. Got2B. Isabelle Webb attended the meeting and asked to speak to raise awareness of a not-for-profit community interest company called Got2B, which offers a range of services to young people and their parents when they are in need. She would like us to publicise their first West Oxfordshire Youth Awards, recognising the achievements of young people aged 13 to 17. These awards are for people who have worked against the odds and achieved. CD will ask WODC to publicise the event and SD will send information via the village circulation list.

10. Future dates

* 28th September 2022
* 23th November 2022
* 25th January 2023
* 22nd March 2023
* 17th May 2023 (Annual Meeting of the Parish Council)

Our parish ordinary elections are scheduled for 4th May 2024, meaning that the annual meeting of the council must be held between 8th and 23rd May. For this reason, the meeting will be held on the third Wednesday of May (17th), rather than the usual fourth Wednesday of the month.

11. AOB

* Salt bins. We need to tell WODC which salt bins, if any, we would like refilled before the winter. All our bins are full, or nearly full, but the salt is rock hard. It may be necessary to try to dig it out and see if it can be broken up. This will be an item on the next agenda.
* Great Big Green Week is from 24th September to 2nd October this year. SD suggested that we do a litter pick and perhaps a ‘Climate and Nature’ Quiz. The litter pick will be on Sunday 2nd October, and SD will liaise with the Social Events Committee regarding a quiz.
* MM reported that Thames Water hope to go ahead with relining the foul sewer pipe under Foxburrow Lane using a low-pressure method. There is a meeting on 24th August and, if approved, they will proceed with planning the exercise. It will probably be several months before they can start the work.
* MM attended a full council meeting of OCC at which the Local Transport and Connectivity Plan (LTCP) was adopted. Area weight restrictions are now being considered as part of this, and West Oxfordshire is a priority area. MM has arranged a meeting on 31st August with John Disley (Head of Transport Policy at OCC) to discuss options.
* WODC has agreed a contribution of £15,000 to OCC to carry out an options study for a new bridge in Witney. MM asked what options they are considering. CD will ask Liam Walker.
* Farm Lane. MM, CD and TC had a meeting on 16th June with Wayne Barker from OCC to consider what could be done about people parking at the bottom of Farm Lane and obstructing the junction. He rejected the proposal to build out the pavement, saying the only option would be double yellow lines. However, this would involve a traffic order, which itself would cost £3,000 and is beyond our budget. It may be possible to put our own notice on a private wall. TC will investigate costs for a sign, and this will be an item on the agenda for the next meeting.
* TC has received a complaint about the time OCC are taking to repair the wall and railings at the bottom of Witney Road. Wayne Barker had looked at this when he visited. He said they could repair the railing, but the wall was “more complicated”. MM does not think it is complicated since the brick arch over the brook is sound. He will contact Wayne to discuss. It was noted that the brook is very overgrown and likely to impede flow once we do get rain. It is the responsibility of the landowner to keep the area clear. SD will draft a letter from the parish council to the relevant landowners\*.
* SB-M reported that the yew trees in the graveyard (for which the parish council is responsible) are now overhanging Farm Lane, making it difficult for vehicles to turn and interfering with phone signals. On the south side they now cover half of the graveyard. SB-M will get quotes from tree surgeons, and this will be an item on the agenda for the next meeting. Trees on the other side of the lane are the responsibility of the landowner.

\*The brook was cleared by nearby residents on 28th July and no further action is required.