

**Minutes of the Meeting of the Community Committee
Held at Exeter Hall, Oxford Road, Kidlington on 21 June 2018**

Present: Cllr M Billington (sub Chairman) Cllr N Simpson
Cllr G Hopcroft Cllr Carole Pack
Cllr A Rose
Cllr D Betts
Cllr H Kingsley

Apologies: Cllr N Prestidge (Chairman)
Cllr C Griffiths

In Attendance: Clerk – Rachel Faulkner
Community Projects Officer – Les Dent
Hilary Lombard – The Oxford Community First

Declaration of Interest: None disclosed.

173. Minutes

Cllr Betts requested an amendment be made to the “Non Attendance” replaced with “Apologies” which were submitted by both Cllr Betts and Rhodes ahead of the meeting. The minutes of 19 April 2018 were then agreed and signed as a true record.

174. Oxford Community First

Hilary Lombard addressed the Committee to inform them on The Oxford Community First which is a Charity group part funded by DEFRA, CDC, South & Vale and a project presently undertaken for OCC. She gave advice on assistance available with emphasis on Community Led and Neighbourhood Plans, various training packages, youth guidance with opportunity for volunteering schemes via OCVA for the community. Concern was raised also on the decline of the elderly community groups namely Evergreens and Lunch Club. She suggested liaising further with OCVA for assistance with these vulnerable groups. The Clerk agreed to resend the update from The Oxford Community First.

175. Matters Arising

- **Improvements for Cycling for Kidlington (Minute 162)** – Committee had previously received report from Cllr Prestidge. It was acknowledged that good focus had been made on the entire Community Transport Plan. Cllr Prestidge to progress.
- **Rose Project (Minute 163)** – The Clerk updated Committee on progress and engagement with Gosford Hill School 6th formers. CDC are leading predominately on this, however updates will be received on the various stages.
- **Kidlington In Bloom (Minute 163)** – Cllr Pack advised she was presently promoting the Front Garden Competition and had circulated leaflets to past entrants to encourage more take-up before the deadline of the 30 June. The KIB judging route on 13 July has been confirmed. Church Refectory booked for the lunch as last year. Concern was raised on how the poppy and cornflowers were developing. The Clerk was assured extra seeding and water had been undertaken by CDC.

- **Memorial Bench – Bicester Road Cemetery (Minute 164)**– The Clerk confirmed 3 benches have been purchased, payment received by Mrs Gatt for one; installation costs in hand. It was confirmed one of the existing benches to be relocated to Foxdown Close, as previously agreed. The Clerk advised these works were not a priority given the requirement for grass cutting and other Open Spaces responsibilities for this time of year.
- **Deer Fencing /Station Fields Allotment (Minute 164)** - The issue of the recently installed deer fencing was discussed. The Clerk confirmed the additional fencing would be purchased to resolve this issue shortly.
- **Spruce Road Amenity Space (Minute 164)** – Cllr Prestidge’s report circulated previously details further contact with the housing association being made to enquire if consideration can be given in their budget for next year.
- **Exeter Close Play Area/Outdoor Gym (Minute 165)**– The Clerk updated the Committee on the works and slight concern on timings for the Grand Opening. The company confirmed an additional team would be there to ensure the deadline is met with the gym station being in situ also.
- **Refurbishment of other Play areas (Minute 167)** – Cllr Prestidge’s report previously circulated confirms a report to follow on suggestions for these areas with the goal to start work on these in 2019.
- **New Website (Minute 169)** – The Clerk reported this was still a work in progress and to be completed in time for September 2018.

176. Outdoor Lighting/Exeter Close

The Clerk advised on her recent meeting with Zeta Solar Lighting and subsequent quote received for installation on 4 lights to place on the pathway through Exeter Close to encourage more footfall through the park. A check needs to be made where the existing lighting is focussed on and to obtain further quotes from the contacts suggested by OCC.

177. Bicester Road Cemetery/Single Depth Graves

The Clerk asked for clarification on the policy agreed at time of purchasing the land for burials on whether it was specified for double depth graves only. It was agreed single depth graves are acceptable if requested. The Clerk confirmed we were still awaiting the Cemetery Development Report.

178. Community Fun Day – 14 July 2018

The CPO updated on the plans for the day including the entertainment booked, community stalls. Cllr Rhodes, Hopcroft, Simpson, Betts and Billington confirmed their availability for the day. The timings for the official opening of the play area needed attention with suggestion of media coverage.

179. Allotment Waiting List Policy

The process of administering the waiting list and process of allocation timescales was discussed in detail. It was decided when an allotment is offered 1 month is a reasonable

amount of time to allow a decision whether or not to accept the offer. After that time it should be offered to the next person on the waiting list.

The maintenance of the unlet allotments was discussed and it was requested these should have some low level maintenance ref cutback/strimming as causing a problem for allotment holders, with rubbish needing removal. The Clerk advised this work will be considered but the Open Spaces Team presently have a high priority list of works to attend to so consideration will be given at a later date. Discussion followed reference trees within the allotments at Hazel Walk. Cllr Betts commented on the specific tree survey that is worked alongside and only priority tree works highlighted by CDC would be undertaken, given the cost implications to KPC. It was suggested and agreed that a visit to Hazel Walk would take place to assess the tree.

180. Boilers at Stratfield Brake

The Clerk updated the committee on the issues surrounding boiler and associated works at Stratfield Brake with a proposal from CDC to undertake investigatory water and pipework at a cost to KPC. He believes the replacement of boiler system at Stratfield Brake is unnecessary. The Clerk reminded all on the ongoing responsibility for KPC and continued costs to KPC until such time the boilers are deemed fit for purpose. It was agreed to monitor the bills over a 12 month period and report back to Committee for further consideration.

181. Rights of Way (OCC Definitive Maps)

The Clerk updated committee on what was needed and it was agreed all Councillors take a look on line in detail in their wards to determine what rights of ways need updating and further highlighting and commenting on OCC Definitive Mapping for bringing up to date.

182. Emergency Planning for KPC

It was discussed and agreed a framework and protocol was needed for an emergency action plan. Cllr Betts agreed to progress this with the CPO. A date to be confirmed.

183. Access Request at Stratfield Brake

The Clerk relayed the request for purchase of this section of land owned by KPC and located at Croxford Gardens. It was agreed to accept in principle if not the primary route for access.

184. Ron Groves Park – Travellers update

The current issue of travellers located at Ron Groves Park was discussed in length with options for solutions. It was agreed to organise a skip to be located at Exeter Close Park entrance in case this becomes an option for more traveller families.