

## **HORLEY PARISH COUNCIL**

### **AGENDA**

Dear Councillor,

You are summoned to attend a meeting of the Parish Council which will be held in the Old School Room at 7.30 pm on Thursday 17 November 2016.

**Clerk to Horley Parish Council**

- 1) Apologies for absence**
- 2) Declaration of Interests**
- 3) Minutes of the meetings held on 15 August 2016**
- 4) Matters arising**
- 5) Verge Maintenance**

At the meeting on 25 August, the Council noted that the amount of grass cutting being undertaken by Oxfordshire County Council has been reduced, and instructed the Clerk to investigate the cost of organising some additional cuts which might be financed by the Council.

Three contractors were invited to provide quotes for the cost of cutting those public highway verges within the village which are not maintained by residents at present, but only one responded. The quote provided was for a cost of £90 plus VAT for one cut to all those areas. In addition, if the Council wished to cut a 1 metre wide strip along the verges outside of the 30 mph limit, the cost would be a further £15 per kilometre plus VAT. Members are invited to consider whether they wish to proceed with any verge maintenance next year, and make provision in draft estimates for next year as appropriate.

#### **6) Finance**

##### **(a) 2016/17 budget monitoring report**

The report annexed below shows the income and expenditure to date, as compared to the annual budget.

The report from the external auditor concerning the Council's return for 2015/16 has been received, and raises no matters of concern or recommendations.

##### **(b) Draft budget for 2017/18**

The right hand column of the report annexed below comprises the draft budget for next financial year. Members will need to consider any amendments or additions to the items included. It is also necessary to consider for what the balances held by the Council should be allocated.

## **7) Land adjoining the Old Council Houses, Wroxton Lane**

In accordance with the resolution at the last meeting of the Council, the Clerk met Oxfordshire County Council to discuss the possibility of providing additional parking spaces on this land. The County Council agreed to consider two options; the first comprising parking spaces on the land perpendicular to the highway, and the second comprising a smaller number of spaces parallel to the highway in the form of a lay-by.

Currently the County Council officer dealing with the matter is consulting with his colleagues in their arboricultural and drainage teams. The arboricultural officer is anxious to avoid the loss of any of the alder trees on the land, as it is felt that they are helping to regulate the water table in this area. The drainage officer's views are still awaited.

## **8) Requests for charitable donations.**

Since the last meeting, Oxfordshire Association for the Blind have requested a donation from the Council. A copy of the request is attached at Appendix 1 to the report. The Council supported this charity last year with a donation of £25.

The second request is from the Banburyshire Citizen Project. This charity has been established recently, and the following has been received:-

*"You may have heard that Age UK Oxfordshire where I used to advise at has closed its centre in White Lion Walk, Banbury.*

*In response to this we set up the charity and will be opening the Banburyshire Advice Centre in Marlborough Road Methodist Church, Banbury shortly offering welfare and general advice to the over 50s and funding permitted Career Counselling for adults. Our advisers have 20 years experience altogether giving advice to the general public."*

The charity has requested the Council to consider making a donation.

## **9) Planning report**

A report showing the applications on which the Council has been consulted since the last meeting is annexed below.

## **10) Water leaks in Wroxton Lane**

Chairman to report on the current position regarding recent water leaks in Wroxton Lane.

## **11) Proposed removal of the telephone box**

BT have notified Cherwell District Council of their intention to remove the public telephone box which is currently situated at The Square. Cherwell have contacted the Council seeking comments, to be provided before 6 December. The consultation indicates that BT records show that no calls have been made from the box in the last 12 months. It is understood that the box does not accept cash. If the Council wishes to object to the removal of this

telephone, it will be necessary to indicate the grounds for doing so. If, for any reason, the Council is happy to see the telephone removed, but wishes to retain the kiosk, it has the option to adopt the kiosk in return for a payment of £1. Members are requested to consider the proposal, and indicate how they wish to respond to Cherwell District Council.

#### **12) Reports from external organisations**

Any Member reports from external organisations.

#### **13) High Sheriffs Awards for 2016/17**

Applications have been invited for nominations under the High Sheriff's Award scheme for 2016/17. A copy of an email setting out the nomination process, and the criteria which apply to this year's awards is attached at Appendix 2 to this report. Members are invited to consider whether they wish to nominate anyone for an award under the scheme. Members are asked to note the High Sheriff's request that the detail of any nomination should remain confidential. Consequently, if any Member wishes to put forward a nomination, the Council should move into confidential session before considering the proposal in detail.

#### **14) Date of next meeting**

Thursday 16 February 2017 – 7.30 pm.

#### **15) Any other urgent business**

## REPORTS

### Item 6: 2016/17 budget monitoring report to 31/10/16 & draft budget for 2017/18

	<b>Category Description.</b>	<b>Budget 2016/2017</b>	<b>Spent to 31.10.16</b>	<b>projected under/ overspend</b>	<b>Draft 2017/18 budget</b>
1	Clerk's Salary	£0.00	£0.00	£0.00	£0.00
2	Clerk's Expenses	£150.00	£15.39	£0.00	£150.00
3	Churchyard Maintenance	£400.00	£0.00	£0.00	£400.00
4	Insurance	£300.00	£290.05	-£9.95	£300.00
5	Election Expenses	£0.00	£0.00	£0.00	£0.00
6	School Room Hire	£150.00	£0.00	£0.00	£150.00
7	Subscriptions				
	OALC	£140.00	£0.00	£0.00	£140.00
	SLCC	£50.00	£0.00	£0.00	£50.00
	ORCC	£30.00	£0.00	£0.00	£35.00
8	Petty Cash	£0.00	£0.00	£0.00	£0.00
9	Audit Fee	£0.00	£120.00	£120.00	£0.00
10	S137 expenditure				
	Horley Views	£0.00	£0.00	£0.00	
	Horley Views website	£50.00	£0.00	£0.00	£50.00
	Horley Footlights	£0.00	£0.00	£0.00	
	C.A.B.	£0.00	£0.00	£0.00	
	Others	£150.00	£0.00	£0.00	£150.00
	Defibrillator	£650.00	£772.00	£122.00	£125.00
	Queen's Birthday		£100.00		
11	Dog Bins				
	Servicing	£385.00	£192.19	£0.00	£385.00
12	Hedges	£300.00	£0.00	£0.00	£300.00
13	Verge maintenance?				
14	Contingency	£3,470.00	£0.00	£0.00	
	Kerbing works				
	Refund of CDC Queen's birthday grant		£230.00		
	Reimbursement of Chairman's expenses		£41.94	£41.94	
	<b>TOTAL</b>	<b>£6,225.00</b>	<b>£1,761.57</b>	<b>£273.99</b>	

## Balances and income to 31.10.16

Business saver account balance 31.3.16	£15,865.99
Community account balance 31.3.16	£100.00
	<hr/> £15,965.99
less expenditure relating to 2015/16	£185.00
	£15,780.99
Income	-£3,117.37
	-£2.16
	-£230.00
	-£2.30
	<hr/> -£3,112.50
	<hr/> £22,245.32
Less expenditure to date	£1,761.57
	<hr/>
Balance 31.10.16	<b>£20,483.75</b>

## Item 9 - Planning Report

The applications on which the Council has been consulted since the last meeting are summarised below. All decisions issued by the Council in response to applications received are displayed on the village website ([www.TheHorleyViews.com](http://www.TheHorleyViews.com)), including a link to the relevant application on the CDC website.

Application Number	Applicant	Description	Horley PC response
16/00265/TCA	Mr David Kyle	Five day notice to fell a beech tree	None
16/01323/F	Homestraight Mortgages Ltd	Extension and change of use of barn to dwelling, increase in number of caravan pitches from 5 to 9, and storage pitches from 20 to 25 (application in Wroxton parish)	None as application refused before a response could be submitted

Members may recall that in September last year Mr Roger Freeman applied for planning permission to construct a new house incorporating an existing barn at Keepers Cottage, Little Lane. The Council objected to the application, which was subsequently withdrawn. It would appear that substantial works are now being carried out to this property. The Council's enforcement officer has been contacted, seeking to establish what action Cherwell District Council are planning to take in response to these works.



Bradbury Lodge, Gordon Woodward Way  
Oxford, OX1 4XL  
Tel: 01865 725595 Website: [www.oxeyes.org.uk](http://www.oxeyes.org.uk)

Mr David Marriott  
Horley Parish Council  
Park House  
Hornton Lane  
Horley  
Banbury  
OX15 6BJ

4<sup>th</sup> October 2016

Dear Mr Marriott,

I am writing on behalf of Oxfordshire Association for the Blind. As you may remember, we are an independent, registered charity (no. 1140556) and have been working in Oxfordshire since 1877.

Our aim is to help every visually impaired person in the county to remain as active and independent as possible and to provide early intervention support to those struggling to adapt to the loss of their sight

**Thank you so much for your support last year which helped us to provide life-changing support and vital information on over 10,000 occasions to 3,000 clients.**

We work closely with the renowned John Radcliffe Eye Hospital and receive referrals from the local authority Visual Impairment Team.

Provided with the help of over 100 volunteers our services include:

**Living with sight loss information and equipment**

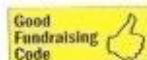
- o Information and advice face to face, by phone, email and newsletter
- o Equipment demo and purchase
- o Sight Desk

**Children, young people and families**

- o Parents information evenings
- o Children's activities

**Reducing social isolation and emotional support**

- o Social clubs and groups
- o Sports activities – including regular tennis and tandem cycling.
- o Volunteer home visits
- o Counselling



Oxfordshire Association for the Blind is registered as a charity in England and Wales No. 1140556 and as a company limited by guarantee in England and Wales No. 07495300.  
Registered office address: Bradbury Lodge, Gordon Woodward Way, Abingdon Road, Clifton, Oxfordshire, OX1 4XL.  
Patrons: The Rt Hon The Countess of Macclesfield and the Deputy Lord Lieutenant of Oxfordshire, Robin Beck-CBE.



### Technology assistance

- IT Training
- Computer support
- Technology workshops and courses

### Training for employers, carers, friends and family

- Visual impairment awareness training
- Carers support sessions

### An increasing need

In 2012 we completed a successful fundraising appeal which enable us to move from a cold and inefficient temporary building into a new permanent resource centre for blind and partially sighted people at our base in Oxford.

**Since then we have seen a 50% increase in the number of visually impaired people who have visited us.**

"Everyone is friendly and welcoming and I feel very comfortable here (about OAB). Everything you have provided has opened up a new world for me. You've made me feel that I'm not stupid and have allowed me to do more things, easily and independently. After your workshop on smartphones, my tutors can now email me. Guy (a volunteer tutor) was brilliant. He has fixed my laptop and given me confidence."



### Offering the only local support of this kind

In the UK, one in five people aged 75 and over are living with sight loss. With our ageing population, the prevalence of sight loss is increasing. Around half of all blind and partially sighted people feel 'moderately' or 'completely' cut off from people and things around them. Older visually impaired people in particular are at risk of becoming isolated, and often struggle to keep up with new equipment and technology that could greatly assist them.

Few people lose their sight suddenly or completely. In fact, the leading cause of visual impairment in the UK is Age Related Macular Degeneration, which usually results in a gradual deterioration of sight in older age but does not cause a complete loss of vision.



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Registered office address: Bradbury Lodge, Gordon Woodford Way, Abingdon Road, Oxford, Oxfordshire, OX1 4RL.  
Peopon: The Rt Hon The Countess of Macclesfield and the Deputy Lord Lieutenant of Oxfordshire, Robin Birch CB DL



Many people need advice on what might suit them based on their personal circumstances. The ability to be able to try out equipment 'hands on' and speak to an advisor at our resource centre is invaluable and means that people are informed, able to keep up with changes in technology and are better able to cope with their worsening sight (and often health).

The full benefits of having a resource centre where visually impaired people can come for practical assistance, whether to test a piece of I.T. equipment, and then buy or borrow it from us, or for help to make a cup of tea or cook a meal safely are hard to measure. However, we have recorded feedback that 98% of our beneficiaries reported that our help has improved their wellbeing and confidence, 100% said that we are welcoming and informative and 100% of people with caring responsibility (for someone who is visually impaired) that we have helped with their individual needs and circumstances.

Our equipment is not sold at a profit as it is here to help people adjust to losing their sight, to develop new skills and have the tools they need to retain their independence.

Action for Blind People, working with the RNIB, have also recognised the vital need for having locally based resource centres for the visually impaired and this is also a service they provide. We are really pleased that such important national charities are working to provide much-needed local support to visually impaired people but sadly this is not a service that is accessible to our clients (with the nearest of these centres being in central London and over 50 miles away from our busy resource centre).

#### Project costs

The current cost of providing our year round service across Oxfordshire is £300,000. We receive a very small amount of government funding, but this does not cover the cost of our current services, much less allow us to increase our services as we wish to do. We continue to work very closely with the local authority team to ensure we are bridging the gaps that they are unable to fill.

We aim to provide early intervention support from our resource centre and at our sight desk at the Oxford Eye Hospital. Our clients and their families are very generous in supporting us but we do not want cost to be a barrier to accessing our support.

Expanding our services is vital. There are over 12,000 people across Oxfordshire are living with some form of sight impairment and we are here to support them all.

We would be very grateful if the Horley Parish Council would consider making a contribution to our appeal. If you would like any more information, or have any questions, please contact us on 01865 725595.

Yours sincerely  
Ana Nava Kevic



Oxfordshire Association for the Blind is registered as a charity in England and Wales No: 1140286 and as a company limited by guarantee in England and Wales No: 07492300.  
Registered office address: Bradbury Lodge, Gordon Woodward Way, Abingdon Road, Oxford, Oxfordshire, OX1 4DL.  
Patrons: The Rt Hon. The Countess of Macclesfield and the Deputy Lord Lieutenant of Oxfordshire, Robin Birch CBE DL.





## Appendix 2

Applications are invited for nominations for High Sheriff's Awards for the year 2016/2017. The purpose of these awards is to recognise people in Oxfordshire who have **made outstanding contributions to the communities in which they live and work**. Nominees will usually have had a high impact on the lives of others over a sustained period of time and will be recognised by other people working in the nominee's area as inspirational and as setting an example for others to follow.

High Sheriff's Awards will not normally be made to people whose work and commitment has already been recognised by the award of a National Honour or by bodies such as the Police, the Fire and Rescue Service and Oxfordshire Charity and Voluntary Action.

Nominations can be made by anyone who lives or works in Oxfordshire or who is representing an organisation in the public, voluntary and charitable or private sectors. All nominations will be treated in the strictest confidence and nominees should not be informed that they have been nominated as it can be very disappointing to raise expectations which are then not met.

### **The Nomination Process**

All nominations should be made on the form which has been prepared for this purpose and should include the contact details of the nominee as well as the nominator together with a brief summary (400 words max) of the reasons why the nominee merits a High Sheriff's Award. A copy of the form is attached.

The deadline for nominations is Wednesday 11<sup>th</sup> January 2017. Successful nominees will be contacted in early February and the awards will be conferred at a ceremony in Christ Church, Oxford on Monday 28<sup>th</sup> February to which nominators, families and friends will also be invited.

### **Contributions to Community Life**

Nominations will be welcome for people who have made outstanding contributions to any aspect of community life but in the current year nominations in the following areas will be particularly welcome;

- Individuals who have helped carers or organisations which support carers of any age.
- Students from the Oxford Universities or Oxfordshire schools who have made a particular contribution to the outer community;
- Individuals who are, or have been, involved in crime reduction projects, whether in prevention, rehabilitation or support for the vulnerable young.

Nominations should arrive with the High Sheriff BEFORE Wednesday 11<sup>th</sup> January and sent via email to this email address or by post to High Sheriff of Oxfordshire, c/o Organisation Unlimited, 25 Littleworth Road, Benson OX10 6LY

We look forward to receiving your nominations

Kind regards,

Ella

**ELLA PICKARD**

On behalf of Sarah Taylor

High Sheriff of Oxfordshire 2016-2017