

MINUTES FOR THE PYRTON PARISH COUNCIL MEETING

Held in Pyrton Village Hall at 8:00 pm on Thursday 15 March 2018

Present: Michael Crawford (elected Chairman), Lucy Brittain, Michael Crawford, Ben Schofield, Colin Ludlow, Genevieve Young (Clerk)

1. Apologies - None
2. Election of chairperson - Michael Crawford unanimously elected chairperson to serve until May 2019. Council agreed to rotate the chairperson annually, limit monthly meetings to one hour, equitable division of duties, and seek support from more volunteers.
3. Minutes of the last meeting dated 22 February 2018 were approved.
4. Matters arising - Spring tidy up scheduled for 10am Saturday 24 March; SODC will deliver ten (10) kits ahead of event. **Action:** Lucy or Ben to send mailchimp asking for volunteers.
5. Finances
 - 5.1. Lloyds account review - Lloyds checking account balance remains 4,616.81 GBP and savings is 1,800.00 GBP for a total balance of 6,416.81 GBP.
 - 5.2. **Action:** Ben to develop a budget for signs for quiet lanes initiative, expressway and B4009 by-pass.
 - 5.3. **Action:** Genevieve to contact Lloyds about registering for online account access. Also need to arrange to add Michael Crawford as signatory to the account.
 - 5.4. **Action:** Need to prepare an explanation for why the council requested 2,000 GBP for 2018/19 precept.
6. Council Business
 - 6.1. Filling council vacancy
 - 6.1.1. **Action:** Lucy will contact some Pyrton residents that may be interested.
 - 6.2. Creation of support to help council
 - 6.2.1. **Action:** Lucy will organize an afternoon tea to provide an opportunity to talk to possible volunteers; try to schedule in the next 7-10 days. Workstreams need to be developed so that expectations are clear.
 - 6.2.2. **Action:** Genevieve to reserve the village hall for Pyrton meeting to communicate changes in parish council, status of PNP, basis for precept, village views on traffic/transportation issues, etc; should schedule meeting for 6:30-7:15pm to improve turnout.

- 6.2.3. **Action:** Ben will prepare one page announcement of general meeting; ensure John Hayward is included on invite list. Ben to produce a cleaned up database of emails.
- 6.3. Status of PNP and CA appraisal, and related actions. Allocate actions under PNP council action plan.
 - 6.3.1. **PNP Action:** Michael will contact SODC for an update.
 - 6.3.2. **CAA Action:** Michael to revise text; Lucy will organize photos and maps.
 - 6.3.3. **Action:** Need an action plan for PNP put into workstreams; survey of grade II buildings and heritage value.
- 6.4. Area planning: WNP, Expressway, Harrington, SODC Local Plan. Allocate monitoring responsibilities.
 - 6.4.1. WNP Examiner report due out 16 March.
 - 6.4.2. OCC appears to have reservations regarding the sustainability of Chalgrove development.
- 7. Correspondence and Consultations
- 8. Tentative date for next meeting
 - 8.1. **Action:** Genevieve to schedule monthly parish council meeting for mid-April, annual meeting for parish in May, and annual parish council meeting also in May.
 - 8.2. **Action:** Ben needs to develop a PPC calendar to keep meetings organized and avoid overlap.