**Crawley Parish Council**

**Minutes of meeting held at 7.00pm on 27th March 2024 at The Lamb**

Present: Cllrs Heather Northam (Chair), Mark McCappin, Isabel Webb; Sheena Derry (Secretary); Sue Bremner-Milne (Treasurer); Lewis Ross, Jo Parker-Butler, Philippa Helyar, Joyce Parkinson, James, Donna, Luke and Lewis Freshwater (parishioners).

1. Apologies: Liam Walker, Michelle Hill.

2. The Minutes of the meeting held on 24th January 2024 were approved.

3. Declarations of interest: None.

4. Matters Arising

* There has been no response to the request for someone to take over from SB-M as Treasurer. SB-M has agreed to continue in the short term, while the PC are more proactive in recruiting.
* A schedule has been drawn up for maintenance around the village, but action has been delayed due to the wet weather. IW has cut back the ivy in the churchyard and cleaned the bench.
* A new contractor D&S Garden Service (Darren Smith) has been found to cut the grass verges in the village. Appointment proposed by IW, seconded by MM.
* SD has updated the village Emergency Plan and will send it to OCC together with the GDPR consent form and Emergency Plan survey.
* MM inspected the flooding problem at Whiteoak Green with IW, and has sent a report to OCC Highways, but has had no response despite several follow ups. MM to escalate.
* SD arranged to borrow a thermal imaging camera from Oxford Low Carbon Hub in February. Four councillors used it on their own homes but did not find it particularly helpful. In part this was probably due to the unusually mild weather we had at the time, but also to uncertainty in interpreting the images. It is unlikely that we will borrow it again in the foreseeable future unless more help is available.
* A letter was sent from the PC to James Freshwater thanking him for the work he has done on drainage on his land opposite Crawley Mill, which has prevented flooding on the road outside the Mill.

5. Parishioners’ Matters. No matters were raised.

6 and 7. District and County Council Report. There were no reports as LW was unable to attend.

8. Treasurer’s Report. There was nothing significant to report. The End of Quarter and End of Year are in a week’s time, so there will be a full report at the next meeting.

9. HN updated the Standing Orders and Financial Regulation and circulated these to parish councillors before the meeting. These were formally approved and adopted (proposed by MM, seconded by IW).

10. Witney Infrastructure (MM). The group set up to coordinate the responses of local parishes around Witney to the proposals and options for housing development in the North Witney Strategic Development Area is now known as WING (Witney Infrastructure Neighbourhood Group) and has eight parishes involved. A brief introduction is available on the village website. Their aim is to ensure that if the housing goes ahead, it is accompanied by construction of the West End Link and Northern Distributor Road, flood prevention measures through the Windrush Valley, and adequate community infrastructure. WING expects to have a preliminary report by the end of April, which will be sent to parishes for consultation before a final report is delivered.

11. WiVTAG update (MM). OCC are working towards finding area weight limits for HGVs and WiVTAG has a seat on the steering committee. MM and Deborah Triff have met with the team leader to present WiVTAGs views. At the moment OCC are gathering more information.

12. Future Dates

22nd May 2024 – PC Meeting

24th July 2024 – PC Meeting

25th September 2024 – PC Meeting

27th November 2024 – PC Meeting

22nd January 2025 – PC Meeting

26th March 2025 – PC Meeting

13. AOB. No specific points were raised, but the Freshwaters took the opportunity to say they were pleased to receive the letter from the PC and to explain more about their plans and what they have been doing so far.