Present:- Cllr. J Edwards-Winser (Chairman), Cllr. Mrs J Lawrey(Vice-Chairman)  
Cllr. M Whitehead, Brenda Hambrook (Clerk & RFO)  

Apologies:- There were no apologies required  

2. Matters arising from the October meeting  

2.1 Documentation from the Unity Trust Bank has arrived and the clerk is looking into transferring the accounts from the Bank of Ireland. This will enable a short-form of on-line banking, ie accounts will be able to be interrogated, but not manipulated.  

2.2 OSA has requested that we take over the insurance for the shed (garage) on the recreation field. OSA no longer requires public liability insurance as it has all been transferred to the sports clubs  

2.3 The clerk has contacted the football club regarding Water/Electricity Charges. It transpires that nothing has been paid for 18 months. OPC to investigate a separate meter for the football club and for them to have bills charged direct to OUFC  

2.4 OPC insurance company have revised their description and charges regarding the changing rooms at Hale Lane. The increase in premium is to be passed to the OIJFC as part of their running costs  

3. General  

3.1 Details of cash flow tabled – “exceptional spends” remain outstanding  

3.2 Details of payments tabled and agreed  

3.3 It was decided that litter collection was too expensive and that savings could be made in this area. It was agreed that costs should be halved and that Mr Still be advised accordingly. OPC to Vote  

3.4 The Financial Risk Assessment has been completed and awaits ratification by OPC OPC to Vote  

3.5 The initial draft of the budget for 2012/13 was tabled and requests for forecast spends has been made to ALL committees – awaiting returns from committees  

4. Cemetery  

4.1 The clerk to produce a specification and schedule for mowing of the cemetery and to request bids from contractors for 2012/13.  

4.2 The clerk to produce a specification and schedule for mowing of the Green and to request bids from contractors for 2012/13  

5. Car Park  

5.1 There have been several complaints at the office with respect to lack of parking spaces. This is under investigation by the Highways committee.
The RFO was requested to include a line item for future car park contingencies – ie enforcement issues 11.4 Clerk

6 Toilets

6.1 It was suggested that to avoid vandalism in the twilight hours that the opening times be restricted between 7.00am to 3.00pm. Now that there is a key to the toilets the Chairman will investigate the timing mechanism to see if it’s practicable 11.6 JE-W

6.2 Electrical and water checks are being investigated by Cllr Verrall 11.5 JV

7. Allotments

7.1 Nothing to report

8. Hand Driers

8.1 Although forced into accepting 3yr contract the RFO is querying the 10% cost increase.

9. Recreation

9.1 Unblocking the Park Lane sewer in the recreation Ground – some of the residents have contributed to the costs clerk to chase others. 11.6 Clerk

9.2 There will be a re-charge for replacement Fire extinguishers at Hale Lane and the football pavilion. Cllr Verrall is obtaining quotes 10.6 Continuing JV

9.3 Both football clubs are to be requested to pay for their annual Water Hygiene tests as part of their running costs. 10.7 Continuing JV

9.4 Cllr Verrall is obtaining/comparing quotes for electrical tests at both football venues 10.8 Continuing JV

10 Bus Stop(s)

10.1 New shelter at top of Willow Park too costly – idea abandoned

10.2 Following the car crash which destroyed the shelter at Rye Lane, OPC have received a quotation for its replacement. (£900), The RFO will send this to the insurance company. 11.7 Clerk

10.3 Following the re-routing of the bus service the chairman is chasing Arriva, KHS and SDC regarding a new hard standing at Rye Lane. They are all abrogating their responsibility!! 11.8 JE-W

12 School House/Heritage Centre

12.1 A re-quote is being obtained for the 5yr electrical check and required upgrade 11.9 JV

13 The Solar System

13.1 Nothing to report