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

1. Apologies:- There were no apologies required

2. Matters arising from the October meeting

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
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<tbody>
<tr>
<td>2.1</td>
<td>The clerk has investigated the Unity Trust Bank and although there remains one confusing issue which is still under investigation However, <strong>it is recommended that</strong> OPC immediately transfers the car park reserve of £17k and any future cemetery receipts and payments to the new account</td>
<td>OPC to Vote</td>
</tr>
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<td>2.2</td>
<td>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 – <strong>Part completed, Chairman Rec Committee is in negotiation with OUFC</strong></td>
<td>9.5 Continuing Clerk</td>
</tr>
<tr>
<td>2.3</td>
<td>OPC insurance company have revised their description and charges regarding the changing rooms at Hale Lane. <strong>The increase in premium is to be passed to the OUJFC as part of their running costs</strong></td>
<td>9.6 Completed Clerk</td>
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<td>2.4</td>
<td>Details of cash flow tabled – “exceptional spends” updated</td>
<td>10.1 Completed Clerk</td>
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<td>2.5</td>
<td>The initial draft of the budget for 2012/13 was tabled and requests for forecast spends has been made to <strong>ALL</strong> committees – <strong>awaiting returns from committees</strong></td>
<td>10.1 Continuing ALL</td>
</tr>
<tr>
<td>2.6</td>
<td>The clerk to produce a specification and schedule for mowing of the cemetery and the Green and to request bids from contractors for 2012/13.</td>
<td>11.2 Continuing Clerk</td>
</tr>
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<td>2.7</td>
<td>The RFO was requested to include a line item for future car park contingencies – ie enforcement issues – see 3.2 below</td>
<td>11.4 Completed Clerk</td>
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<td>2.8</td>
<td>It was suggested that to avoid vandalism in the twilight hours that the opening times be restricted between 7.00am to 3.00pm. <strong>Now that there is a key to the toilets the Chairman will investigate the timing mechanism to see if it’s practicable – The Chairman has downloaded the operating manual and will alter the clock in the near future.</strong></td>
<td>10.2 Continuing JE-W</td>
</tr>
<tr>
<td>2.9</td>
<td>Electrical and water checks are being investigated by Cllr Verrall</td>
<td>11.5 Completed JV</td>
</tr>
<tr>
<td>2.10</td>
<td>Unblocking the Park Lane sewer in the recreation Ground – <strong>some of the residents have contributed to the costs clerk to chase others.</strong></td>
<td>11.6 Continuing Clerk</td>
</tr>
<tr>
<td>2.11</td>
<td>There will be a re-charge for replacement Fire extinguishers at Hale Lane and the football pavilion. <strong>Cllr Verrall is obtaining quotes</strong></td>
<td>10.6 Completed JV</td>
</tr>
</tbody>
</table>
2.12 Both football clubs are to be requested to pay for their annual Water Hygiene tests as part of their running costs.

2.13 Cllr Verrall is obtaining/comparing quotes for electrical tests at both football venues

2.14 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.

2.15 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!!

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

3. General

3.1 Although the precept demand has not yet arrived from SDC, the return is not required until end of January 2012.

3.2 The car parking meters have been removed from the budget for next year. It may be possible to obtain a loan, or they may be self-financing if required.

3.3 £200/month repayment from OUFC has been input into the budget

3.4 A line item has been added for future work on the willow tree

3.5 NB we were looking at a 12% increase in the precept, but by cautious budgeting we hope to keep it down to 8%.

4. Cemetery

4.1 It is recommended that OPC change the rules to allow those that wish to suitably embellish their graves to be restricted to one area of the cemetery and to raise their fees accordingly

4.2 Correspondence has been received from a resident concerned at security of the car park and suggesting a permanent height barrier: width barriers: parking limited to 2hrs: and yellow lines on the access road to the M26. The Chairman will respond to the requests.

5. Car Park

5.1 Line item in the budget for future resurfacing

6 Toilets

6.1 Nothing to report

7. Allotments
7.1 Nothing to report

8. Hand Driers

8.1 A new contract has been sent to OPC which has been forwarded to NALC as it contains inconsistencies

9. Recreation

9.1 Nothing to report.

10. Bus Stop(s)

10.1 The insurance company has made the payment for the Rye Lane bus shelter and Mr Catt is constructing a new one.

12. School House/Heritage Centre

12.1 Awaiting response from HC committee regarding the re-charge request

13. The Solar System

13.1 Nothing to report

14. A.O.B.

14.1 QE2 Playing Fields – unsure if there is any real benefit in moving to trust status – clerk to check with SDC

12.2 Clerk

14.2 Grants for the playground at Hale Lane recreation ground require that we have a longer lease than at present – it is therefore proposed that we take up the SDC offer of a 99 year lease.

OPC to Vote