

BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held in Bletchingdon Village Hallon Thursday 29th June, 2017 at 7:30pm

Present: Cllr A.K.Saunders (Chair), Cllr C.E.Lane, Cllr Mrs M.Knight, Cllr Miss J.Benton, Cllr M.E.Taylor, Cllr D.Ledger & District Cllr David Hughes (part)

Members of Public: Mr Andy Jordan, Mr Roger Simmonds

- 096/17 **Apologies:** Cllr M.Kersh, County Cllr Carmen Griffiths
- 097/17 **Chairman to sign the Declaration of Acceptance of Office:** Cllr Saunders signed the Declaration of Office following his election at last month's meeting. The Clerk signed and dated it.
- 098/17 **Vice-Chairman to sign the Declaration of Acceptance of Office:** Cllr Lane signed the Declaration of Office following his election at last month's meeting. The Clerk signed and dated it.
- 099/17 **Nominations for additional members of Planning Advisory Group:** Cllr Saunders reported that Mr Andy Jordan, of the Malt House and Mr Roger Simmonds, of New House, St Giles, had been approached and had both accepted a role on the Planning Committee.
- 100/17 **Declarations of Interest:** None
- 101/17 **Public Participation:** No questions from the public.
- 102/17 **To approve the Minutes of the Parish Council Meeting held on 25th May 2017:** The Minutes were approved by PC and signed by Cllr Saunders.
- 103/17 **Update on progress from the Minutes:**
- a) Sanctuary Housing re: Valentia Close – Cllr Saunders reported that Claire Gibson has emailed Sanctuary (6/6/17) due to blocked drains at No.25 affecting her property. The Clerk chased this for an update on 26/6/17 and was told it was being dealt with. The Clerk will chase again before next meeting. [Cllr Ledger arrived]
 - b) Anti-social behaviour update – Cllr Benton reported less activity in the car park; although there had been boys on skateboards, the cars were no longer there. Cllr Lane raised concern that although Sue Lane had reported incidents to police she hadn't had any feedback. Cllr Benton also raised the bus shelter as attracting minor vandalism and anti-social behaviour. The Clerk will contact PC Alderman to raise concerns. [Dist Cllr Hughes arrived]
 - c) Marlborough School bus progress – Cllr Saunders stated that PC should have all received a draft copy of letter to be sent to OCC. Cllr Lane said it was a brilliant letter but asked why it didn't mention the Gosford Hill school as an alternative. Cllr Saunders explained that the primary issue was that Bletchingdon School was in the Marlborough School Partnership. The letter will be sent to O.C.C.
 - d) Bins & bus stop – Cllr Saunders reported that Jamie McNaught installed bin at bus stop (he asked the Clerk to remind him to send in an invoice). Cllr Lane reported that he had removed the bins outside Daubney Cottage and 9 Station Road as they were loose in the ground (the Clerk will monitor litter) and new bin/s for village green will be discussed at a future meeting. Cllr Saunders reported that the bus stop still hasn't been cleaned or repainted by Jez Pewsey, he suggested we give him another week and then look for alternative contractors.
 - e) Water-pump facelift – Cllr Saunders asked the Clerk to write and thank Mr Bob Tustin for carrying out the painting of the water-pump on The Fingert free of charge. All agreed it was good job.
 - f) Cllr Ledger confirmed that he was still on the School Governing Body as the LA representative.
- 104/17 **District Councillor Hughes Update:** Cllr Hughes suggested that if the PC are not going to be doing a Neighbourhood Plan then it should state the fact that Bletchingdon has pro-

actively sought additional housing and has provided about 120 new homes on a number of sites within the village. Cllr Hughes suggested looking at Weston-on-the-Green's Neighbourhood Plan. Cllr Hughes also asked for a list of things CDC does well and things it doesn't do so well, so he can take it to a meeting with the new Chief Executive of CDC. To be actioned.

- 105/17 **Fix My Street Update:** The Clerk reported that most things reported to OCC Highways by PC had now been repaired. Only items outstanding on website are reported by others and are mainly potholes. An issue has been raised about parking at Annesley Close, which PC will monitor.
- 106/17 **Enforcement Update:** Cllr Saunders reported that CDC had given a deadline of 11th July for the owner of the land south of Diamond Farm to conform. After that date 4 enforcement notices will be served. Cllr Saunders will ask for copies of the notices and for updates on all other enforcement issues in parish.
- 107/17 **Traffic Survey: Next Steps:** Cllr Saunders explained that following last month's meeting Cllr Griffiths started asking questions about lack of progress on speed limit on Kirtlington Road resulting in the Consultation for B4027 Station Road & Springwell Hill (Bletchington) - Proposed 30mph Speed Limits, Zebra Crossing & Traffic Calming has started. Comments are due back by 28th July so Clerk will circulate and put on next month's agenda.
- 108/17 **CDC Car Park, Station Road:** Cllr Saunders explained that a resident had asked about the status of the car park area off Station Road. The Clerk had contacted CDC who stated that it was a CDC car park provided for the residents to use in common. The recycling banks are operated by CDC (the Clerk was asked to check if Brian still monitors the bins and reports to CDC). CDC are also arranging the necessary works to be carried out to resolve the potential tripping hazards on the pavement here. Cllr Saunders will respond to resident and the Clerk will contact CDC to suggest a sign should be displayed 'Parking for Residents Only'.
- 109/17 **Unadopted road leading to church:** Following correspondence received from Mr Gough regarding who is responsible for maintenance of the road leading to the church, the Clerk, Cllr Ledger & Cllr Saunders have made enquiries. The road where the damage (pot holes) is, is adjacent to no. 6 Church End. This 'road' leading to the church is public footpath (so OCC has a duty to ensure unobstructed use for pedestrians only), but it is unadopted by OCC. It was agreed that Cllr Ledger will contact the owner at No.6. and the land agent for Bletchington Park for further information. It was also agreed that Cllr Ledger should be reimbursed for the Land Registry Searches carried out so far and in future, related to this issue.
- 110/17 **Finance:**
- 110a/17 **To minute additional payments made since last meeting:** The Clerk omitted to include a payment to Glasdon UK Ltd for the purchase of a bin at a cost of £188.29 and the payment made to Came & Company for the insurance was short by £21.57. Both payments were made on 6/6/17 after the error was noticed authorised by Cllr Saunders and Cllr Taylor.
- 110b/17 Cllrs were asked to consider invoices for payments itemised on the payment schedule

Cheque No	Payee and Reason	Budget	Minute Ref	Total Amount	VAT
101483 Dated 6/6/17	Glasdon UK Ltd	General Admin		£188.29	£31.38
101484 Dated 6/6/17 Error on previous payment	Came & Company - Insurance	General Admin	123/16	£21.57	N/A

101485	Green Scythe Ltd - mowing	Trees & Open Spaces	069/16	£516.00	£86.00
101486	Rebecca McNaught – expenses inc. McAfee	General Admin	This minute	£85.22	£15.82
101487	C. Fraser Payroll & pension admin	General Admin	This minute	£ 40.00	N/A
101488	Rebecca McNaught – salary (Apr,may,jun)	Clerk's Salary	037/16	£1125.00	N/A
			Total	£1976.08	£133.20

The Direct Debit to BT was taken on 23/06/17 for a sum of £30.

111/17 **Planning Matters:** Both new members of the Planning Committee had now arrived and were introduced to the PC. They were able to hear what applications are currently being considered and the discussion regarding applications made since September was useful to share with them. They will be included in all future Planning Application circulations and invited to make comments which will be put forward to the CDC by the Clerk.

111a/17 To consider all recent Applications received from Cherwell District Council detailed below or on the District Council website up to the date of the meeting;

1) 17/00845/F - Zclad Ltd - Bagnall's Haulage Ltd, Coal Yard, Station Rd, Enslow - To provide new offices, new showroom, new saw shed, new covered storage and designated and marked out parking areas and pedestrian only access – comments needed to be in by 21/06/2017 and the planning committee made no objections, but pointed out a Clause stating land was to remain a coal yard. The Clerk added that a notice of 'Withdrawal of Planning Application' had been made on 27/6/17 for this application.

2) 17/00949/F - Investfront Ltd - The Digs, Heathfield - Extension and alterations to existing building including raising eaves and ridge height and insertion of dormer windows to accommodate 2 dwellings (part retrospective) – comments needed to be in by 21/06/2017. Planning committee made comments about another retrospective application and the clerk has asked CDC how builders are able to start building without permission, but has had no reply.

3) 17/01227/CLUE - Investfront Ltd - The Studio and The Digs, Heathfield - Certificate of Lawfulness of existing use - The Digs and The Studio as independent dwellinghouse. Cllr Lane explained that he understands this type of application to be to get something signed off as what it is used for. Therefore, it is not change of use, but it has always been used in this way but not formerly registered. Cllrs agreed that the PC doesn't understand the facts fully enough to make comment.

111b/17 To note Notices of Decisions;

17/00746/F - Daubney Cottage, Station Road - Erection of new bay window to front and single storey extension to rear (revised scheme of 16/01882/F to change roof of rear extension from glazed to solid) **PERMITTED**

17/00855/F - Alaris Developments Ltd - **The Oxfordshire Inn**, Heathfield - Variation of condition 2 (plans) of 15/02077/F - amend the scheme by altering some of the proposed openings and raising roof over single storey part of block **PERMITTED**

17/00780/LB - Monks Head, The Causeway, Weston Road - Replace asbestos cement and UPVC gutters and downpipes with cast aluminium. Re-site one downpipe. External joinery repairs, window door and fascia. Minor re-pointing. French drain (short length). Install log burning stove and flue. Repair hearth - **PERMITTED**

17/00903/F - Park Gate House, Weston Road - Erection of an oak framed garden room – **REFUSED**

PLUS some that were not minuted before now;

17/00265/F – Sand Farm House -secure machinery store and repair workshop**PERMITTED**

17/00124/TCA – 2 Bletchingdon Park Stables-T1 x Yew Tree-removal of low branches etc – **PERMITTED**

17/00122/TCA – Park Gate House, Weston Road – T1 x Cherry – fell - **PERMITTED**

111c/17 Clerk presented a summary of Applications received since September 2016, for information only, highlighting a number of applications that were refused where PC made no objections and vice versa.

112/17 **Reports from meetings:** None

113/17 **Correspondence Received:** Cllr Saunders read out a number of letters received this month. CDC – Empty Homes Project – requesting any information the PC had about empty properties within the Parish. Ian Gedling wrote thanking the PC for the Grant of £600. Groundwork South contacted the PC to inform them of the Tesco Bags of Help grant scheme. Cllr Benton commented that her request for funding for the It's A Knockout to enable further fundraising for the community garden had been turned down by Tesco. Seafarers UK have informed the PC that it is Merchant Navy Day on 3/9/17 should we wish to fly the red ensign to commemorate it. Cllr Knight asked if the PC should consider getting a flagpole. Guideposts Trust Ltd asked the PC to consider making a donation, however as they do not offer services within Bletchingdon the PC decided not to make a donation.

Items for information or next Agenda only - all items for next agenda to be submitted to the Clerk by Thursday 13th July please.

114/17 **Sewage Smell:** Cllr Lane raised the subject of the blocked drains along Station Road/Islip Road again. Following the flooding of the house on the corner of The Row Thames Water were called out to unblock the drains. The Clerk will contact Thames Water to find out what the long-term plan is here. Cllr Ledger added that he thinks the smell comes and goes because it may be linked to the pumping of sewage from Kirtlington.

115/17 **Village Green Trees:** Cllr Lane reported that the shoots at the base of the trees on the green need trimming again. All agreed that Jake Williams should be asked to do this.

116/17 **Hodgeman's Spinney Footpath:** Cllr Lane reported that this public footpath is overgrown and needs reporting to OCC.

117/17 **Path alongside Park Wall:** Cllr Taylor reported the overhanging branches are too low over the path alongside the Park Wall. Cllr Lane will report to Paul Timms.

118/17 **Gap at Springwell Close Play Area:** Cllr Benton reported that the path used to access the school, which also leads to small play area at Springwell Close is accessed from Springwell Hill by a gap. Sue Davies has asked if a gate could be put on this gap to prevent children running into the road. Cllr Saunders will discuss with Nick as it is Duchy land.

119/17 **OCC Verge cutting:** The Clerk will contact OCC to find out when they will be carrying out a second cut of the verges on the roads between villages.

120/17 **Grass Cutting around the residential roads:** The Clerk will contact CDC in the first instance to ask if they are responsible for this as they don't seem to have been cut this year.

121/17 **Green Scythe:** The Clerk reported that Green Scythe had sprayed of the paved areas outside the village hall and done some weeding of the borders. Cllr Benton thought the weeding of the borders hadn't been done sufficiently. The Clerk will contact Green Scythe to find out what the plan is.

123/17 **Date of Next Meeting:** Cllrs confirmed the date of the next meeting as **20th July 2017** at 7.30pm. This is a week earlier than usual due to school holidays.

Meeting closed at 9:58pm