

BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held in Bletchingdon Village Hallon Thursday 25th May, 2017 at 7:30pm

Present: Cllr A.K.Saunders (Chair), Cllr C.E.Lane, Cllr Mrs M.Knight, & County Cllr Carmen Griffiths

079/17 **Apologies:** Cllr M.Kersh, Cllr Miss J.Benton, Cllr M.E.Taylor

080/17 **Election of Chairman and Declaration of Acceptance of Office:** Cllr Griffiths invited Councillors to give nominations for Chair of Bletchingdon Parish Council. Cllr Knight nominated Cllr Saunders and this was seconded by Cllr Ledger. Cllr Saunders was then duly elected and verbally accepted the role of Chair. Cllr Saunders will sign the declaration of Acceptance of Office in the presence of the Proper Officer, the Clerk and full Council at the June meeting.

081/17 **Election of Vice-Chair:** Cllr Saunders invited nominations for the role of Vice Chair. Cllr Knight nominated Cllr Lane and this was seconded by Cllr Ledger. Cllr Lane accepted the role of Vice-Chair and will sign the declaration of Acceptance of Office in the presence of the Proper Officer, the Clerk and full Council at the June meeting. Cllr Knight wished to thank both Cllr Saunders and Cllr Lane for all their hard work in these roles. Cllr Griffiths added that it is a hard task for unpaid volunteers to take on.

082/17 **Confirmation of Representatives and Advisory Groups:**

Bletchingdon Charity Committee – Mrs Sue MacReady, Mrs Julie Fenn & Mrs Greta Bickley – the Clerk will write to them to say they have been invited to remain on the committee.

Village Hall Committee – Cllr Ledger and Cllr Miss Benton confirmed

Sports & Social Club Committee – Cllr Lane confirmed

Transport Representative – Miss Elinor Webber confirmed

Village News – Chair & Clerk confirmed

Planning Advisory Group – Cllr Saunders, Cllr Lane & Mr Mark Webber. Cllr Lane is to approach a builder living in St Giles and Cllr Saunders is to approach another resident who has expressed an interest in becoming involved with Parish Council work. The full group will be confirmed at next meeting.

Representative on School Governing Body – Cllr Saunders nominated Cllr Ledger to continue his post on the Governing Body, this was seconded by Cllr Knight and Cllr Lane. Cllr Griffiths will take this nomination back to County Council for it to be approved.

London Oxford Airport Representative – Cllr Miss Benton confirmed

083/17 **Declarations of Interest:** None

084/17 **Public Participation:** No members of public present

085/17 **To approve the Minutes of the Parish Council Meeting held on 27th April 2017:** The Minutes were approved by PC and signed by Cllr Saunders.

086/17 **Update on progress from the Minutes:**

- a) Cllr Saunders reported that the Clerk chased up all outstanding reports on Fix MY Street – the loose drain cover on Oxford Road was removed and tarmacked over; the drains were inspected and cleared, however further work is required to roots which are obstructing the drains alongside the allotments. The Clerk will continue to chase and report matters as they arise.
- b) Cllr Saunders reported that the clamped, vandalised car on Oxford Road was removed by DVLA. Any other reports of abandoned cars should be reported to DVLA if they are untaxed. Cllr Lane added that all cars reported at the APM by parishioners had now been removed from the lay-by in Oxford Road.
- c) Cllr Saunders reported that Thames Water have inspected (twice) the drains on Station Road (outside the pub & the Lodge at Bletchingdon Park gate). There is no obstruction and we are to report further smells to Thames Water to build up a case.

Jim Dobbins (resident) has also reported the smell to either the District or County Council, too.

- d) Sanctuary – the Clerk is still to contact the housing association regarding matters raised last month.
- e) Mowing along Weston Road and on Village Green – Cllr Saunders reported that the clerk had contacted Green Scythe and asked them to not cut areas of very short grass to allow it to take hold – they have also scattered grass seed on bare areas. Cllr Lane added that he has looked at the grass and it is ok. He saw the seeded areas and confirmed that it was a difficult job given the undulating ground and that overall Green Scythe are doing a good job. Cllr Saunders asked the Clerk to tell Green Scythe that the weeds are now coming up through the paving and this is one of their additional jobs.
- f) Anti-social behaviour in car park – Cllr Saunders reported that Sue Lane reported this to police. To check if there has been further problems with Cllr Benton next month.
- g) Marlborough School Governors letter sent – response received – Cllr Saunders read the letter. Cllr Saunders stated that there was no mention of the issues which may arise with children from 3 villages being driven to school causing additional traffic and potential safety hazards. It was agreed after a discussion that the Clerk should write again to the Chair of Governors for Marlborough School, but also write to Oxfordshire County Council who will not fund transport to Marlborough School because of a Government ruling stating that County Councils will only fund the nearest school.
- h) Bus Shelter – Cllr Saunders confirmed that the Clerk had asked Jez to carry out works, but he still hasn't and now (as raised at the APM) it needs to be pressure washed before it is painted. The new bin has arrived and Jamie McNaught intends to remove the existing concrete and metal remaining in the grass and the bin attached to the wall and position the new bin. Cllr Saunders asked if the new bin could be placed on the Village Green first so Cllrs could assess if it was the right or wrong bin for that location. Cllr Lane confirmed that he will remove loose bins (outside Daubney Cottage and on the Green) as soon as possible.
- i) Website Calendar – Cllr Saunders confirmed that the Clerk has updated the calendar with forthcoming events from the Sports & Social Club and the Silver Band. He urged Councillors to assist by passing on any events they are aware of to the Clerk to add, and to encourage others to do the same, and in addition, when considering events, check with Clerk or other groups if they have anything on that date, as well as consult the calendar.
- j) Footpath diversion – the Clerk reported this to OCC highways, but heard nothing back. Cllr Saunders had received no further reports.

087/17 **Enforcement Update:** Cllr Saunders had heard nothing. He will chase for next month.

088/17 **Traffic Survey Data:** Following the APM Cllr Saunders had wanted this item added to the agenda. Cllr Saunders explained the background of why the survey was undertaken to Cllr Griffiths. Cllr Saunders will do a summary report for the Village News and the item will be added to next month's agenda.

089/17 **Finance:**

089a/17 Cllr Saunders read the internal auditor's report. The Clerk re-presented the year end accounts (now audited) in order to complete the annual return for the external auditor. The Annual Return was approved and signed.

089b/17 Cllrs were asked to consider invoices for payment itemised on the payment schedule

Cheque No	Payee and Reason	Budget	Minute Ref	Total Amount	VAT
101477	Bletchington Village Hall – rent April, May, June	General Admin	215/15	£450	N/A
101478	St Giles Churchyard	Grants	063/17	£600	N/A
101479	C Fraser – annual internal audit	General Admin	045b/17	£350	N/A
101480	Green Scythe Ltd - mowing	Trees & Open Spaces	069/16	£258	£43
101481	Came & Company - Insurance	General Admin	123/16	£498.35	N/A
101482	Paul Clark	Conservation Plan	089b/17	£97	N/A
			Total	£2253.35	£43.00

The Direct Debit to BT was taken on 21/05/17 for a sum of £28.64.

090/17 **Planning Matters:**

090a/17 To note Notices of Decisions

17/00567/O56 Enslow House, Station Road, Enslow – For information: CDC has granted prior approval for the proposal specified – ‘Office’ to ‘residential’

16/01109/F APP/C3105/16/3159913 The Oxfordshire Inn, Heathfield – Appeal Dismissed

17/00207/F Dollys Barn – erection of stockyard on existing agricultural holding – **Permitted**

17/00383/F 1 Church End, Bletchington – 2 storey extension to replace conservatory - **Refused**

17/00511/F Keepers Cover, Church Lane, Weston-on-the-Green – erection of 1.5 storey extension – **Refused**

17/00458/F Keepers Cover – change of use to private amenity space – **Refused**

090b/17 To consider consultee email from Ian Pick Associates re: APP/C3105/W/17/3166498 – Cllr Saunders read the email which asked if anyone on the Parish Council were able to support the claim that the area of land at Keeper’s Cover has been used as a garden for many decades. It was discussed and the Clerk was asked to respond stating that no-one on PC had any knowledge of the site.

090c/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;

17/00903/F Park Gate House, Weston Road – Erection of an oak framed garden room and reinstatement of external door to allow entrance into garden room – Cllrs made no objections.

17/00780/LB – Monks Head, The Causeway, Weston Road – Various works to listed building including replacement gutters, joinery repairs and French drain – Cllrs made no objections.

17/00878/F – Former Heathfield Driving Range - Erection of new building containing ancillary storage, toilets, changing facilities and reception for use in connection with a football golf park and 2no. outdoor five-a-side pitches – Cllrs agreed that this seems to be a re-submission of a previously rejected application, with out of date plans and reports. To submit same comments as before.

17/00855/F – The Oxfordshire Inn, Heathfield – Variation of condition 2 (plans) of 15/02077/F – this relates to buildings that were hotel rooms being converted into dwellings which has been given planning permission – the alterations were discussed, but PC objected to the application originally. A member of the planning committee commented that the

alterations will help them to be more attractive dwellings which, now they have been granted planning permission, the buildings should be made use of in this time of housing shortage.

091/17 **Reports from meetings:** Annual Parish Meeting – Cllr Saunders reported that we had 24 Parishioners in attendance and that he thought it had been a good meeting. Following questions from the floor Cllr Saunders had contacted Savills with regard the affordable housing within Duchy Field and was satisfied with response.

092/17 **Correspondence Received:**

092a/17 **Invite to the CDC Parish Liaison Meeting** – this was discussed but it was felt that the agenda items (Partial review of local plan and community transport) were not things that affected our community and we would not attend this time. The Clerk added that she enjoyed the workshops they held at the autumn meeting and that this was far more beneficial.

092b/17 **Playground Safety Inspection** – This will be taking place sometime in July

092c/17 **Royal British Legion** - They are looking for volunteer/s to take over the role of Poppy Appeal Organiser for the Bletchingdon District. The Clerk will display posters at Village Hall and on PC notice Board and will forward advert to Village News.

093/17 **Weston Road path:** Cllr Lane reported that the path alongside Bletchingdon Park wall is of good width and any encroachment by grass is minimal. No further action to be taken at this time.

094/17 **Items for information or next Agenda only** - all items for next agenda to be submitted to the Clerk by Thursday 18th May.

095/17 **Date of Next Meeting** – Cllrs confirmed the date of the next meeting as 29th June 2017 at 7.30pm.

Meeting ended at 9:20pm