

## BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held in Bletchingdon Village Hallon Thursday 27<sup>th</sup> October, 2016.

**Present:** Cllr A.K.Saunders (Chair), Cllr C.E. Lane, Cllr Miss J. Benton & Cllr D Ledger

222/16 **Apologies:** Cllr M. Kersh, Cllr M. Taylor, Cllr Mrs M. Knight, Dist Cllr Tim Hallchurch

223/16 **Declarations of Interest:** None

224/16 **Public Participation:** No members of public present.

225/16 **To approve the Minutes of the Parish Council Meeting held on 29<sup>th</sup> September 2016:**

The Minutes were approved by PC and signed by Cllr Saunders.

226/16 **Update on progress from the Minutes:**

- a) Cllr Ledger reported that Phase 1 of the housing/shop development was continuing with hoarding being placed alongside the village hall to protect it from dust and disturbance. Cllr Saunders commented that lorries had been using Islip Road and Cllr Ledger reported that he had spoken to site manager about it and that it should not be happening now – all lorries are supposed to exit village via Enslow.
- b) Cllr Ledger reported that following a letter sent to the PCC by the Clerk the bench outside the churchyard would be replaced by the church.
- c) Cllr Saunders confirmed that he had updated the standing orders document to include the procedures for dealing with correspondence.

227/16 **Reports from District and County Councillors:** All reports had been circulated – nothing to note.

228/16 **Finance**

a) **To consider invoices for payment itemised on the payment schedule**

Cheque No	Payee and Reason	Budget	Minute Ref	Total Amount	VAT
101445	Green Scythe Ltd - mowing	Trees & Open Spaces	069/16	£549.60	£91.60
101446	Cherwell DC – emptying dog bins	Trees & Open Spaces	On-going	£480.48	£80.08
101447	Navitas Design Ltd	General Admin	173/16	£468.00	£78.00
101448	R. McNaught	General admin	This minute	£37.88	0
			Total	£1,535.96	

All items were agreed except the £480.48 for CDC - Cllr Saunders will query the invoice before payment can be made.

The Clerk reported that the Direct Debit to BT was taken on 26/9/16 for a sum of £25.83 and a cheque for £181.20 was received from Perry Hatwell for the Fair on the Village Green, this included a payment of £91.20 for the road closure, which we have yet to pay to CDC.

**b) To consider quarterly finance report**

The Clerk reported that as at 30 September the Accounts stood at £26,605.59 in the Barclays Community Account and £11,032.54 in the Barclays Business Premium Account. The specific funds within this are for Parish Conservation - £709.01, Playground Equipment - £298.04 and Traffic Calming Measures - £15,000. The Clerk added that there are 6 outstanding cheques. One of which is dated 22/10/15 which was made to O.C.C. for using the school photocopier (£10). All agreed for this cheque to be written off.

- 229/16 **CDC Tree Officer:** Cllr Saunders explained that the Clerk had reported the trees overhanging the pavement from Bletchingdon Park, to the CDC Tree Officer, following the incident with Sue Green's car. The response was that this is not a service offered by CDC. The advice was to report it to OCC if it was a Highways issue – this has been done using 'Fix My Street' on the OCC website and the Clerk had a response from John Rawlings, Arboricultural Officer at OCC, who had inspected the trees along Weston Road and has sent correspondence to the landowner (Bletchingdon Park), advising them of the problem and requesting that they carry out remedial works to resolve the situation. The Clerk also added that any concerns about works carried out to trees within a Conservation Area without permission now need to be reported to the planning enforcement officer and not the CDC Tree Officer.
- 230/16 **Stone Wall on corner of Springwell Hill and Station Road:** Cllr Benton reported the state of the wall. Cllr Lane confirmed this was on Duchy land and that he was meeting with someone the following day regarding other matters associated with the Community Project, so he would discuss it then.
- 231/16 **Speed Limit signs:** Cllr Saunders reported that he had contacted the Parish Liaison Team at OCC as we have had no response from David Tole regarding the installation of 30mph signs before Springwell Close, on Springwell Hill. Neither Peter Ewgarhy nor David Tole were available at the time, and Cllr Saunders is awaiting a call back. The Liaison Team advised this type of issue should be reported using 'Fix My Street' – The Clerk has now done this.
- 232/16 **Enforcement:** Cllr Saunders had nothing further to add. Cllr Lane asked Cllr Saunders to copy John Howell MP into future correspondence with the Enforcement Officer.
- 233/16 **Community Garden:** Cllr Saunders confirmed he was still waiting to hear back from Nick Mould as to whether the community could start work on this piece of Duchy land. Cllr Saunders to chase Nick Mould.
- 234/16 **The New Website:** Cllr Ledger, Vikki Robins and The Clerk have been involved in training and getting the website ready for publication. Cllr Ledger talked through the website. The Clerk was instructed to apply to the Transparency Fund for a grant to help cover costs involved.
- 235/16 **Planning Matters:**
- 235a/16 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;
- 16/01986/F** - Mr P Bagnall - **Greenhill Leisure Park**, Greenhill Farm, Station Rd, Bletchingdon - Removal of existing animal stalls and extension to rear of current café building. Cllrs had no objections.
- 16/00291/TCA** - Dr A Stern - **Bletchingdon Park**, Church End, Bletchingdon - Notice of Intent to undertake works to trees in a conservation area. Cllrs had no objections.
- MW.1025/16** - Philip Coplestone Shipton Ltd - **Shipton-on-Cherwell Quarry** - Permission for the continuation of development without complying with Condition 2 of Planning Permission 16/00807/CM in order to extend the period permitted for the extraction of mineral from 12/02/17 until 31/12/17. Cllrs made no objections to the request for a time extension.
- 16/01882/F** – Mr J Gill – **Daubney Cottage**, Station Road - New bay window to front and erection of a conservatory to rear. Cllrs objected to the bay window as it altered the appearance of the frontage of one in a row of 4 newly designed properties facing directly onto the street. Cllrs did not object to the rear conservatory, however pointed out that it is very similar to the one that was refused planning permission last month about 50m away on the same road (16/01322/F - Burdock Cottage).
- 235b/16 To note Notices of Decisions;
- 16/01742/F** - Land south east of **Heathfield Cottages**, Heathfield - Proposed Outdoor Arena (equestrian) – PERMITTED
- 235c/16 **Additional information:** **16/01706/F** - JE & AJ Wilcox - Land North Of OS 0006 And South East Of **College Farm** Pinchgate Lane Bletchingdon - Erection of 6 No. agricultural **buildings for poultry production**, together with associated infrastructure of broiler building, ancillary buildings, feed bins, hardstandings, access and drainage attenuation pond. This

application will be going to the Planning Committee for decision.

- 236/16 **Planning Application Procedure & Understanding of CDC Planning Criteria:** Cllr Saunders read the Planning Application Procedures which had been drafted by the Clerk. It was agreed that the Clerk would continue as before, but would also write to the neighbours of a property with an application and put every application on the website. Cllr Saunders signed that the procedures were adopted from 27<sup>th</sup> October 2016 and the Clerk will make the procedures available on the website. The Clerk reminded Cllrs of documents that were available to assist Parish Councils with making comments on Planning Applications. It was agreed that no further training was required.
- 237/16 **Defibrillator at Sports and Social Club:** Cllr Taylor had asked the Clerk to tell the PC that the Sports and Social Club would like to install the defibrillator that they have on the outside of the building, now that they have security lights. Cllr Saunders said the building was not owned by PC. Cllr Saunders asked the Clerk to respond to the Sports and Social Club asking them to contact Andrea Lambert on The Charity to inform her that they are ready to install defibrillator. Cllr Ledger suggested a notice is put up at the gate on roadside stating that the Defibrillator can be found at the Sports and Social Club.
- 238/16 **Parking in Valentia Close:** Cllr Benton reported that Claire Fraser is still concerned about parking in Valentia Close and has asked for letters to be sent to all 41 properties. Cllr Saunders suggested the Clerk drafts a letter asking residents to park carefully so as not to obstruct access.
- 239/16 **January Meeting:** The Clerk suggested the date of 12<sup>th</sup> January 2017 for the meeting to discuss the Budget and the Precept. To be confirmed next month.
- 240/16 **Grounds Maintenance Contract:** Cllr Saunders reported that he had met with the current grounds maintenance team for the Village Hall/School. The contract is ending and some maintenance will be taken on by PC. A list of jobs involved is being sent to Cllr Saunders and the School so quotes can be obtained. The Clerk was asked to speak to Greenscythe ahead of next meeting to see if it was something they would be interested in. Item to be added to next months agenda.

Meeting Closed at 9:39pm

**Date of next meeting:** 7:30pm, Thursday 24<sup>th</sup> November, 2016 at Bletchington Village Hall.