

**BLETCHINGDON PARISH COUNCIL**

Minutes of the Parish Council Meeting held in Bletchington Village Hall

on Thursday 29<sup>th</sup> September, 2016.

**Present:** Cllr A.K.Saunders (Chair), Cllr C.E. Lane, Cllr Miss J. Benton, Cllr Mrs M Knight, Cllr M. Kersh, Cllr M. Taylor, Cllr D Ledger & Dist Cllr David Hughes [from 8:30pm]

- 203/16 **Apologies:** Dist Cllr Tim Hallchurch, Dist Cllr Simon Holland
- 204/16 **Declarations of Interest:** Cllr Lane declared an interest in planning application 16/01706/F
- 205/16 **Public Participation:** No members of public present.
- 206/16 **To approve the Minutes of the Parish Council Meeting held on 25<sup>th</sup> August 2016:** The Minutes were approved by PC and signed by Cllr Saunders.
- 207/16 **Update on progress from the Minutes:**
- a) Cllr Kersh is still to work on figures from the traffic surveys, but commented on the temporary traffic lights on the corner of Islip Road, set up in order for work to be carried out to a property, but stating that it was a possible solution to some of the traffic problems. Cllr Kersh added that he had not had a reply from an email sent to O.C.C. about a weight restriction application.
  - b) Cllr Ledger reported that Navitas had done a dummy website and were ready to do a training session with the clerk and others.
  - c) Public footpath sign at Church – O.C.C. reassures the Clerk that this job is now on the list of things to do
  - d) Cllr Ledger reported that a letter from the Clerk to the Church would be discussed at the next PCC meeting on 9<sup>th</sup> October.
  - e) Cllr Saunders reported that the Clerk has successfully completed 2 modules of her online course.
- 208/16 **Reports from District and County Councillors:** All reports had been circulated to all – nothing to note.
- 209/16 **Finance**
- a) **To approve the Annual Return:** Cllr Saunders reported that the external audit has been completed. The Notice of Conclusion of Audit is displayed on the Notice Board. The annual return was qualified, which means there was something in it that indicated a weakness in the council's procedures. It is detailed in the 'Issues Arising' report, and it means that we are unable to apply for the Local Council Award Scheme. Cllr Saunders went on to explain that the issue was that the Risk Assessment review was conducted in May which meant there had been a 13 month gap between reviews.

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

Cheque No	Payee and Reason	Budget	Minute Ref	Amount	VAT
101442	Green Scythe Ltd - mowing	Trees & Open Spaces	069/16	£274.80	£45.80
101443	Jake Williams – clearance path and signs	Trees & Open Spaces	209/16 & 191/16	£30.00 + £160 = £190.00	0
101444	BDO LLP	General Admin	209/16	£120.00	£20.00
101441	R. McNaught	Clerk's Salary	037/16	£1125.00	0
101440	C. Fraser	General Admin	-	£40.00	0

Cllr Saunders added that the Direct Debit to BT was taken on 23/8/16 for a sum of £25.86, the second payment of the precept was paid to us by CDC on 1/9/16, a sum of £9,250, a cheque for £50 was received from SLCC for the bursary towards the Clerk's training and £685.87 was received from HMRC on 21/9/16 for VAT repayment.

- 210/16 **Parking in Valencia Close:** Cllr Saunders reported that he had inspected the road three times and had spoken to the resident who had raised the matter. The Clerk had been in contact with Sanctuary Housing, who had inspected their properties and sent a general letter to all their tenants. The Clerk was asked to email the concerned resident explaining what had been done.
- 211/16 **The Blacks Head:** Cllr Ledger reported on a meeting with the agent for the new owner of the pub, who showed plans for the pub. Cllr Saunders added that they are not looking to build on the car park, only to add an extension at the rear to increase seating for the proposed restaurant area. Cllr Ledger reported that the general consensus of all who have seen the plans is positive and that an Outline Planning Application is expected in a month or so. Concern was raised about the car park size – Cllr Ledger stated that it will have 24 spaces which is apparently the sort of ratio planners look for.
- 212/16 **Bletchington Park Trees overhanging pavement along Weston Road:** Cllr Kersh reported that a branch had fallen onto a parked car on Weston Road from a tree from within Bletchington Park. It has been dealt with by Bletchington Park. The Clerk was asked to contact the tree officer at CDC to ask for an inspection of the trees that are overhanging public highway along Weston Road.
- 213/16 **Speed Limit signs:** Cllr Saunders had had no response to emails sent to David Tole at OCC.
- 214/16 **Enforcement:** Cllr Saunders had had no response to emails sent to the CDC Planning Enforcement Officer. An additional matter was raised of a 2-storey houseboat being craned into the canal at Enslow – Cllr Saunders was going to add this to matters for the Enforcement Officer.
- 215/16 **Planning Matters:** [Dist Cllr David Hughes arrived]
- 215a/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;  
**16/01706/F** - JE & AJ Wilcox - Land North Of OS 0006 And South East Of College Farm Pinchgate Lane Bletchington - 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 was considered at length by Cllrs. It was agreed that an initial response, strongly objecting to the proposals, would be sent in to the case officer, written by Cllr Saunders. It was also agreed that the Clerk would ask Dist Cllr Simon Holland to call it in for a full Planning Committee decision. The planning application would also be made available for residents to view before the consultation deadline. [Dist Cllr David Hughes left]  
**16/01742/F** - Mr & Mrs Wyatt - Land south east of Heathfield Cottages, Heathfield Proposed Outdoor Arena (equestrian) – Cllrs had no objections.
- 215b/16 To note Notices of Decisions;  
**16/00362/F** - The Duchy of Cornwall – Variations to conditions associated with 14/01141/REM – reserved matters to Outline Application 13/00004/OUT – proposed community development comprising the erection of 18 affordable houses, 40 open market houses, shop and new highway accessed and ancillary development – **PERMITTED**  
**16/01322/F** - Burdock Cottage, 1 Home Farm Cottages, Station Road – Rear Conservatory – **REFUSED**
- It was agreed to add next item, 'Planning Application Procedure & Understanding of CDC Planning Criteria', to next agenda.
- 216/16 **Review Standing Orders re: Communications:** Cllr Saunders reported that an anonymous email had been received by PC which led him to review procedures for dealing with correspondence. Cllr Saunders had written a Correspondence Procedure. All agreed with it and it will be added to the PCs Standing Orders.

- 217/16 **Correspondence From Parishioners:** Initial email about noise from low-flying aircraft was read out. Cllr Saunders reported that he and the Clerk responded and Cllr Benton attended the OACC meeting (report later) and Gwen Pye, at the Oxford Airport, dealt with the complaint.
- 218/16 **Oxfordshire Comet Transport Service:** Elinor Webber wanted to point out to Cllrs that despite front page headlines the service wasn't as good as it seemed and to not think it is a service that in any way replaces the bus service – it could be very expensive, you can't use your bus pass on it, and it isn't going to be able to take people where they need to go, and when.
- 219/16 **OCC Liaison Service for Parish & Town Councils:** Cllr Saunders read a letter from O.C.C. explaining a new service – all agreed this should be used to try to get responses from Highways with regard to speed restriction signs and the weight restriction application.
- 220/16 **London Oxford Airport:** The PC was sent the Minutes of the OACC Meeting attended by Cllr Benton and information of upcoming airport activity.
- 221/16 **Oxford Airport Consultative Committee:** Cllr Benton read her report from the meeting she attended. Complaints had also been received from other villages, but the airport was operating within the rules and night flying is permitted up until 10:30pm. Much of the recent complaints have been due to operational training of pilots which is due to end soon.

Meeting Closed at 9:45pm

**Date of next meeting:** 7:30pm, Thursday 27<sup>th</sup> October, 2016 at Bletchingdon Village Hall.