

BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held in Bletchingdon Village Hall

on Thursday 28th September, 2017 at 7:30pm

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

158/17 **Apologies:** County Cllr Carmen Griffiths

159/17 **Declarations of Interest:** None

160/17 **Public Participation:** No public present

161/17 **To approve the Minutes of the Parish Council Meeting held on 31st August 2017:** The Minutes were approved by PC and signed by Cllr Saunders.

162/17 **Update on progress from the Minutes:**

- a) Sanctuary Housing – further progress has been made however when Sanctuary made an arranged visit to No. 25 Valentia Close the residents were not in. Vehicles had been removed but have been replaced already. No work has yet been undertaken on removal of the shed and overgrowth at the rear/side of the property. The Clerk will continue to chase Sanctuary who remain in communication with both the Clerk and one of the neighbouring residents who brought this to the OC & Sanctuary’s attention.
- b) Marlborough School bus – still no response from OCC. The Clerk forwarded the original letter by email to the correct department at OCC on 6/9/17 just in case the letter was lost but still nothing. The Clerk also forwarded this email trail to Cllr Griffiths. The Clerk was asked to get an acknowledgement that OCC have received the letter sent in July and to copy everyone into the email.
- c) Gap at Springwell Close play area – no response from OCC. The Clerk chased this, asking for an update, on 25/8/17 and it is set as ‘Investigating’ on Fix My Street. The Clerk has asked for an update to be emailed to her (25/9/17).
- d) Green Scythe – the Clerk asked Green Scythe not to carry out any weeding, with immediate affect following the last PC meeting. Green Scythe were also asked not to cut the Village Green during September to minimise damage caused by the fair. The Clerk reports that Green scythe had been co-operative and kept in communication, however, despite this, it is believed a cut of the Green may have been carried out a week before the Fair arrived, which was against the Clerk’s instructions. The Clerk will discuss with Green Scythe and to also ask them not to cut the Green again this year. Cllr Benton has started the weeding but reported that it is an on-going job, due to there being no membrane to prevent weed growth, only bark chips.
- e) Dog fouling signs – The Clerk contacted the dog warden asking for advice for tackling the problem. He has visited the village at least twice during September, replacing and adding warning signs and inspecting routes that are of particular concern. He urges people to report any instances of dog fouling with descriptions of the culprit via the Cherwell DC website. The Clerk has also been walking around the village and the church path and has not seen any fouling. The footpaths across fields are not enforceable by this law. The Clerk was asked to out a link to Cherwell Dog Fouling page from our website.
- f) Road Sweeper Truck – Cllrs Saunders reported that this problem seemed to have gone away.
- g) Play Park Risk Assessment – Cllr Saunders reported that an amended copy of the report had been received by the Clerk, stating that there were no missing swings.
- h) Thames Water – sewage smell. This has been reported again this month. This time outside Michaelmas Cottage on Islip Road. The Clerk has been told to report the smell to Thames Water but to be consistent in the addresses used so that it can be tracked more effectively. The Clerk will use only 2 addresses to report the smell in the vicinity of the pub and at the end of Oxford Road. Then the residents of Michaelmas Cottage and Cllr Ledger could report the

smell along Islip road under Michaelmas Cottage OX5 3DP. Thames Water will come out within 48hrs if a sewage smell is reported, this occasion they were out within 2 hrs. No blockage was detected, but the smell was. They talked about the possibility of getting sealed man-hole covers but that in general this was not done because air-flow was needed.

- i) Bletchingdon Park – overhanging trees along the path alongside the park wall on Weston Road. The Clerk walked the route with Paul Timms and Jamie McNaught from Bletchingdon Park. They agreed to carry out small works to various trees and also cut back ivy in places. Most of this work has now been done. The Clerk was asked to thank Bletchingdon Park for this.
- j) Water across Kirtlington Road – Cllr Lane reported that OCC are going to clear drainage grips and dig some more in order to resolve this problem, hopefully before this winter.
- k) The overgrown hedge sticking out into the road on the Weston Road just past the turning for the church needs to be reported to OCC again. Clerk to action.

163/17 **Enforcement Update:** Cllr Saunders reported that 5 enforcement notices have been served to the owner of the field south of Diamond Farm. These notices take effect from 25th October and gives up to 110 days to comply. Cllr Saunders also reported that the hedge removal case remains open and that he will write to DEFRA to report the matter to them, as well. Cllr Saunders will also chase up other matters including anything outstanding at the Marina in Enslow.

164/17 **Finance:**

164a/17 **Payment Schedule:** Cllrs were asked to consider invoices for payments itemised on the payment schedule

Cheque No	Payee and Reason	Budget	Minute Ref	Total Amount	VAT
101497	Chad Hendron	Parks, Trees and Open Spaces	156/17	£20.00	N/A
101498	C Fraser payroll	General Admin	This minute	£30.00	N/A
101499	R McNaught salary	General Admin	This minute	£1125.00	N/A
101500	Bletchingdon Village Hall	General Admin	215/15	£450.00	N/A
			Total	£1625.00	N/A

The Clerk also informed the PC that the Direct Debit to BT to be taken on 23/09/17 for a sum of £29.11. In addition, the following monies were received; a sum of £9250 was received from Cherwell District Council – the remainder of this year's precept, a sum of £265 was received from Mr Perry Hatwell in relation to the fun fair (£90 rent, £175 road closure) and a sum of £5 was received for the sale of one copy of 'Memoirs of Bletchingdon' book.

164b/17 **Bank Reconciliation and Budget update:** The Clerk shared the Payments & Receipts Ledgers with the PC and reported the mid-year figures including a budget review.

164c/17 **Road Closure Cost:** Cllrs were shocked by the cost of the road closure the annual funfair. It had increased, as expected, and the Clerk explained that Mr Hatwell was having to consider not closing The Causeway next year. Cllrs discussed this and, in view of safety and keeping the fair as big as possible, the PC proposed to contribute to the road closure next year. In the meantime, the Clerk was asked to liaise with Mr Hatwell and to seek justification from Cherwell DC for the cost of £175+VAT for this minor road closure.

165/17 **Planning Matters:**

165a/17 To note Notices of Decisions: None

- 165b/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;
 17/00307/TCA - Wood Cottage, Weston Road T1 x Locust Tree - reduce branches/crown by approx. 2 meters. Mostly on SN side to balance crown and to give space to house. No objections made.
 17/01820/CLUE - Station House, Station Road, Enslow - Certificate of Lawfulness of Existing Use for the siting of a mobile home for incidental use. Discuss. PC discussed and made no objections.
- 166/17 **Youth Shelter Repairs:** The Clerk had forwarded information about the teen shelter, including a quote for the repair of the clear plastic panel and replacement of all the plastic with a tougher aluminium roof. The PC discussed options. Cllr Lane had also discussed with the Sports & Social Club, who raised concerns about the teen shelter being used by people from outside the village who arrived in cars. Main concern was that it was not being used by those who it was intended for, and that it was attracting a problem to a children's play area. Cllr Lane proposed that this money, which was a significant sum (£3799+VAT for full roof replacement), could be better spent on additional children's equipment. PC agreed that the teen shelter should be removed. The Clerk was asked to get a Working Group together to discuss options. The Clerk was also asked to contact the insurance company to make a claim.
- 167/17 **Pressure Washing Play Park:** Cllr Saunders reported that a quote had been received from Jake Williams to clean the play area equipment and to coat equipment in a solution which prevents lichen growth in future, for £180. Cllrs agreed to work. Clerk to action.
- 168/17 **Risk Assessments and Tree Surveys:** Cllr Saunders reported that the Clerk has noticed that the last inspection of the trees on the Village Green was carried out in 2013, with action being taken in 2014. A full survey is now due. The Clerk was asked to obtain quotes for next meeting. A discussion was also had about Risk Assessments which are reviewed annually, it was agreed that the Chair and Clerk should take a detailed review of all the Risk Assessments in February.
- 169/17 **Parish Council Notice Board:** Cllr Saunders reported that the Notice Board was damaged and that half of it was currently unusable. Cllr Saunders reminded PC that it had already been agreed that once the Co-op and housing was complete the Notice Board would be better located in this area. Cllr Benton suggested the Clerk could use the Notice Board on Islip Road until a new Board was purchased.
- 170/17 **Reports from meetings:** To receive and note reports from meetings; for information. Cllr Benton had been unable to attend the Airport Consultative Committee Meeting. No minutes had been received.
- 171/17 **OCC Community Emergency Plans:** Cllr Saunders instructed the Clerk to complete the form as before and to remind the Sports & Social club that they are listed as a 'Reception Centre'.
- 172/17 **John Howell MP Parish Newsletter:** This had been forwarded to all and displayed on notice board within Village Hall
- 173/17 **Open Spaces Society:** Email forwarded to all and Ian Gedling and poster displayed on notice board.
- 174/17 **OCC - Temporary Traffic Regulation Notice:** S14 Road Traffic Regulation Act 1984 Temporary Road Closure – Bletchingdon, Tollbrook Corner. In the interests of public safety it will be necessary for Oxfordshire County Council to close Tollbrook Corner in order to facilitate carriageway maintenance works. A temporary Notice is being made to implement the temporary closure and will operate from 26 October 2017 for 5 days. This was forwarded to all and Willow Cottage Nursery and the Bletchingdon School.
- 175/17 Cllr Saunders asked for items for information or next Agenda only and reminded Cllrs that all items for next agenda to be submitted to the Clerk by Thursday **19th October**.
- 175a/17 **Stone Spheres:** Cllr Saunders reminded Cllrs that the stone spheres need replacing on the pillars at the entrance to the Recreation Ground – this was noticed in the play area risk assessment last month. Cllr Lane agreed to assist with this. Clerk to contact Derek Bickley in first instance, as a qualified builder is required.

175b/17 **Duchy Fields:** Cllr Saunders informed PC that the sales officer for Duchy Fields has arranged a meeting with himself and anyone else interested for 12th October – a sales office is opening in early October. Cllr Lane asked Cllr Saunders to ask if area behind the Village Hall car park could be tidied up.

175c/17 **Police:** Cllr Lane reported that PC Alderman had been in touch and intends to visit in next few weeks.

175d/17 **Blacks Head:** Cllr Lane asked if any pressure can be put on owners of The Blacks Head to open the pub. Cllr Ledger reminded PC that he had last contacted the land agent 2 – 3 months ago and he was told there had been no progress. PC asked Clerk to write to owner (not the land agent) and say that the village heard from the agent over a year ago and were enthusiastic for the plans and PC was going to support it, but have heard nothing since. Can he reassure the PC and the Village that the pub will open and that renovation works will be starting soon? Clerk to action.

175e/17 **The Row:** Cllr Ledger asked Clerk to report weeds and ‘shabby’ doors at front of The Row to Green Square.

176/17 **Date of Next Meeting:** Cllrs confirmed the date of the next meeting as 26th October 2017 at 7.30pm.