

BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held in Bletchingdon Village Hallon Thursday 17th May, 2018 at 7:30pm

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

Two parishioners were also present for part of the meeting.

079/18 **Apologies:** County Cllr. C. Griffiths, Dist. Cllr. D. Hughes

080/18 **Election of Chairman and Declaration of Acceptance of Office:** The Clerk invited Cllrs to give nominations for Chair of Bletchingdon Parish Council. Cllr Knight nominated Cllr Saunders and this was seconded by Cllr Ledger. The Clerk asked if there were any other nominations and Cllr Lane confirmed that the decision was unanimous. Cllr Saunders was then duly elected and accepted the role of Chair by signing the declaration of Acceptance of Office in the presence of the Proper Officer, the Clerk, and full Council.

081/18 **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 Kersh. Cllr Lane accepted the role of Vice-Chair and signed the declaration of Acceptance of Office in the presence of the Proper Officer, the Clerk, and full Council.

082/18 **Councillor Vacancy:** It was agreed to move this item to later in the meeting as one of the nominees was present as a member of the public.

083/18 **Confirmation of Representatives and Advisory Groups:**

Bletchingdon Charity Committee – Mrs Sue MacReady, Mrs Julie Fenn & Mrs Greta Bickley
Village Hall Committee – Cllr Ledger, with Cllr Benton stepping down this leaves only one Cllr on this committee, which all agreed was suitable.

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, Mr Roger Simmonds & Mr Andy Jordan

Representative on School Governing Body –Cllr Ledger confirmed

London Oxford Airport Representative – Cllr Taylor confirmed

084/18 **Declarations of Interest:** None

085/18 **Public Participation:** Two members of public present read and signed the Public Participation notice.

086/18 **To approve the Minutes of the Parish Council Meeting held on 26th April 2017:** The Minutes were approved by PC and signed by Cllr Saunders.

087/18 **The Slipe** – This item was brought forward – Cllr Saunders invited Cllr Lane to inform the meeting of the current situation. Cllr Lane stated that since Nick Crawford's death the PC has been talking about how The Slipe will be managed. The PC has a long-term lease with The Duchy which ends in 2021. The PC understands that The Bletchingdon Charity has been discussing the possibility of purchasing the land, known as The Slipe, should The Duchy be interested in selling. Cllr Lane confirmed that the PC would not attempt to buy The Slipe. Cllr Saunders asked Paul Rolfe to speak. Paul Rolfe asked for clarity of what was meant by "Cllr Saunders & Cllr Ledger would like to be invited to any meetings that might be arranged with Nick Mould from The Duchy regarding the sale of this piece of land, because the PC originally wanted to rent The Slipe from The Duchy in order to preserve it for the Community" from the minutes of the Parish Council meeting held on 22nd March 2018. Cllr Saunders confirmed that the PC had originally, and still wishes to continue, to lease this piece

of land, in order to preserve it as a 'Slippe' for the Parish. It was also confirmed that a slippe is a small piece of ground for keeping stock for the use of drovers. It has a historical significance. Paul Rolfe thanked the PC and reported that he also had some questions regarding the wording on the invoice, but that he would bring that up with the Clerk separately away from the meeting.

[Members of public left]

088/18 **Councilor Vacancy:** Cllr Saunders explained that three parishioners would like to be considered for the councillor vacancy. One of them is a County Council employee and needs to discuss the matter with manager as a possible conflict of interest. All Councillors agreed to defer the decision until this nominee had resolved this. Put on next month's agenda.

089/18 **Update of Progress from the Minutes**

- a) Visitor Flat at Annesley Close: A response was received from Sanctuary Housing stating that records show that there has been limited demand for the use of this flat in the last year and, with the associated costs necessary to maintain this facility, it has become economically unviable for us to continue to offer this service and the visitor's flat would no longer be available from 1 April 2018.
- b) The Row: The Clerk had contacted Cherwell DC who were awaiting a response from Greensquare Housing, however the two empty properties have now been put up for auction, due to be sold on 18th June. Cllr Ledger thought there were covenants associated with these properties to ensure they were available for the 'poor of Bletchingdon' however when he carried out a land registry search he discovered that the Title Deeds had been lost. Cllrs were very concerned about this and asked the Clerk to contact Savills to make them aware of this and ask if the auction might be postponed to allow time for more research.
- c) Annual Audit: The Clerk contacted Claire Fraser with regard the Audit and the books will be handed to Claire Fraser by the end of the week.
- d) Conservation Plan Website: Further feedback from Paul Clark regarding the Conservation Plan website, see agenda item
- e) Annual Litter Pick: Cllr Kersh confirmed that he had been in contact with Cherwell DC to arrange materials and litter collection and the Litter Pick will take place on Saturday 2nd June. Cllr Kersh will email contacts to promote this. The Clerk also has litter pickers etc from CDC available.
- f) Sanctuary Housing Correspondence: Sanctuary responded to Cllr Saunders response regarding the discussions of a property at Parish Council meetings. Cllr Saunders is concerned about how things can be discussed if addressee can't be mentioned. Cllr Lane asked the Clerk to ask OALC for advice.
- g) Village Hall Borders: Cllr Lane explained that the chemical option was too difficult due to the area having public access and a variety of different shrubs which could be damaged by the weed control product, so mulching seems like the best option. Cllr Lane to action.
- h) Weeds in paving outside Village Hall: The Clerk had emailed with photo asking for spraying to be carried out as soon as possible. Clerk to chase.
- i) No Parking Signs: No quote yet from Chad Hendron.
- j) Public Rights of Way: OCC Rights of Way Officer contacted the Clerk after she had passed on the report regarding a footpath in Hampton Poyle. The Officer, Sarah Aldous, said she hadn't managed to get out to that issue yet, having recently taken over the area, in addition to her own area, but that she would be happy to meet the PC regarding the condition of paths in general, and possible improvements or enforcement. No further action required.
- k) GDPR: The Clerk informed the PC that The House of Commons this week accepted a Government amendment to the Data Protection Bill, the effect of which will be to remove all parish, town and community councils, parish meetings and Charter Trustees in England and Wales from the initial requirement that they must appoint a Data Protection Officer. All other obligations under the General Data Protection Regulation (GDPR) will come into force on 25th May.

- l) Memorial Funding/Duchy Land: Cllr Saunders emailed Nick Mould regarding his offer of a Lychgate or some land for a war memorial, but there was no offer of funding for the planned Memorial at The Village Hall.

090/18 **Reports from District or County Councillors:** both John Howell's & Carmen Griffiths' reports were circulated to Parish Councillors by email.

091/18 **Enforcement Update**

- a) Hedge removal – the Clerk had no response from DEFRA to email sent on 23/4/18, she chased on 10/5/18 receiving an automated response again. Response. Sue Marchand, CDC, responded directing PC to a Government Guidance web page on the protection of hedgerows which advised reporting any suspected abuse of the regulations to DEFRA (Rural Payments) which is what has been done.
- b) Land south of Diamond Farm – Cllr Saunders reported that the Appeal was not withheld and that the enforcement officers were now making progress again.

092/18 **Highways Update (Fix My Street)** – Cllr Saunders reported that only the kerbstones on the Fingerpiece and the lampposts outstanding, along with numerous potholes. One new thing has been reported to the Clerk this month – raised iron-works on Springwell Hill corner pavement (Thames Water) – the Clerk to report to Thames Water as opposed to OCC.

093/18 **Risk Assessment update & Play Area Inspection:** the Risk Assessment has been reviewed and the Play Area inspection is due to take place in July. Cllr Ledger added that he had received a report from a parishioner stating that a cricket ball had come over the top of the fencing into the play area. The Clerk will check height of net.

094/18 **Insurance Renewal:** Cllr Lane asked the Clerk to make sure the quotes allowed for the recent claim made for the teen shelter. Clerk to action & pay insurance (renewal date 1/6/18) with Cllr authorisation when new quotes received.

095/18 **Finance:**

095a/18 Cllrs were asked to consider invoices for payment itemised on the payment schedule.

Cheque No	Payee and Reason	Budget	Minute Ref	Total Amount	VAT
101532	Bletchington Village Hall – rent	General Admin	215/15	£450.00	N/A

The Direct Debit to BT will be going out on 24/5/18 for £33.48.

096/18 **Planning Applications:**

096a/18 To consider all recent Applications received from Cherwell District Council or on the District Council website up to the date of the meeting;

18/00641/EL -Southern Electric - OS parcel 0045 south of Grove Farm, Pinchgate Lane - Change of use of span of overhead line to back-feed electricity into the network - deadline passed, no objections from planning committee provided it is to reverse power back to network.

18/00559/F - 4 Station Road, Bletchington - 2 storey side and single storey side extensions – No objections from planning committee but still time to put in any other comments.

096b/18 To note Notices of Decisions;

18/00364/F – Hill View, Church End, Bletchington – addition of small dormer window –Permitted 27/4/18

18/00468/F – 3 Heathfield Cottages – part single, part 2-storey extension – Permitted 15/5/18067/18

18/0030/F – The Oxfordshire Inn – Conversion of existing building to provide 15no. serviced apartments (use class C1) – this is being considered by committee on 24/5/17 – Cllrs decided not to speak at meeting.

- 097/18 **Reports from Meetings:** A Cllr did not attend recent airport meeting (clerk will circulate any minutes received to all councillors) There is another public transport meeting coming up in June – Elinor Webber will attend.
- 098/18 **Correspondence Received:** To note correspondence received not otherwise on the agenda where decisions are not required.
- 098a/18 2 emails regarding Willow Cottage Nursery, Weston Road – Cllr Saunders read emails. Cllrs to consider a repeat of the 2016 traffic survey to assess the problem.
- 098b/18 Oxford-Cambridge Expressway – PC will await further news on route.
- 098c/18 Oxfordshire County Council – Parish Meeting – November – 2 places booked
- 098d/18 Claire Fraser – response to our email and those from the Police regarding parking in Valencia Close
- 098e/18 Cherwell DC – open places and play strategy consultation – Clerk to respond stating that additional facilities will be located within Duchy Field site.
- 098f/18 Cherwell DC – Parish Liaison Meeting Wed 20th June. Cllr Saunders will attend.
- 098g/18 Enslow Marina – Cllr Saunders had received correspondence from Enslow Marina stating that any noise pollution reported to the PC was not coming from them.
- 098h/18 Allotments – The PC had received a request from a parishioner to clear overgrowth at the end of his property so that a replacement fence could be erected. The PC do not own or maintain the allotments and this correspondence was passed on to The Bletchington Charity.
- 099i/18 Parishioner has reported that the gully cutting on Weston Road by OCC had stopped due to Gigaclear cables being too close to the surface. The Clerk is to contact OCC to ask why gully cutting was not completed.
- 098j/18 A Freedom of Information Request was received by the PC and the Clerk dealt with it by sending the requested correspondence, having first contacted the writer of the requested correspondence and removing the name and email address from it. There has been no further correspondence on the matter.
- 099/18 **Items for information or next Agenda only:**
- Cllr Lane asked if the trees from the allotment that overhang highway can be trimmed again – the Clerk to contact The Charity.
 - Cllr Lane asked if Highways can be contacted to ask that they tell us in advance or cone off the layby before undertaking the road sweeping, as the layby is in need of a sweep. Clerk to action.
 - Cllr Lane asked if teen shelter can be removed now claim is settled. Cllrs agreed it could be removed as soon as possible.
 - Parishioner Michael Cormack has offered to paint the Recreation Ground gates. Cllrs agreed he could and should submit any expenses.
- 100/18 **Date of Next Meeting:** Cllr Saunders confirmed the date of the next meeting as 28th June at 7.30pm.