

BLETCHINGDON PARISH COUNCIL

Minutes of the virtual Parish Council Meeting held by Zoom (due to Coronavirus)

on Thursday 28th May 2020 at 7:30pm

Present: Cllr A.K.Saunders (Chair), Cllr C. Lane, Cllr D. Ledger, Cllr R. Pirie, Cllr M. Whitehead, and Cllr A. Jordan.

101/20 **Apologies:** None

102/20 **Election of Chairman & Declaration of Acceptance of Office:** The Clerk invited the Cllrs to give nominations for Chair of Bletchingdon Parish Council. Cllr Lane nominated Cllr Saunders and this was seconded by Cllr Pirie. The Clerk asked if there were any other nominations and it was confirmed the decision was unanimous. Cllr Saunders was duly elected and accepted the role of Chair. It was discussed how best to complete the necessary paperwork under these unusual circumstances. All agreed the best approach in keeping with social distancing rules, would be for the Clerk to deliver the paperwork to the Chair for him to sign and return to the Clerk once done.

103/20 **Election of Vice Chair:** Cllr Saunders invited nominations for the role of Vice Chair. Cllr Saunders nominated Cllr Lane and this was seconded by Cllr Whitehead. Cllr Lane accepted the role of Vice Chair and will sign the Declaration of Acceptance of Office as soon as the Clerk presents him with the paperwork, in keeping with social distancing rules.

104/20 **Confirmation of Representatives and Advisory Groups:**

Bletchingdon Charity Committee – Sue Macready confirmed.

Village Hall Committee – No committee, not required.

Sports and Social Club Committee – Cllr Lane confirmed.

Public Transport Representative – Current vacancy, looking to fill.

Village News – Chair & Clerk confirmed.

Planning Advisory Group – Cllr Saunders, Cllr Lane, Cllr Jordan, Mr Webber & Mr Simmonds confirmed.

Representative on School Governing Body – We are still waiting for confirmation as to who this is. Clerk to contact Barbara Oster, the Chair of the Governing Body, to ask this question again.

London Oxford Airport Representative – Cllr Taylor confirmed.

105/20 **Declarations of Interest:** None.

106/20 **Public Participation:** None.

107/20 **To approve the Minutes of the Parish Council Meeting held on 30th April 2020:** The Minutes were approved by all and will be signed by Cllr Saunders when received in hard copy form from the Clerk.

108/20 **Reports from District or County Councillors:** None.

109/20 **Traffic Calming:** Cllr Saunders reported that Dave Catling replied via email to let us know he is making progress with the information we have requested and he hopes to get something to us soon.

- 110/20**Pot Holes:** Cllr Saunders reported that Chris Grain has confirmed he will report back to us when he has further information about when these might be repaired but there is nothing more he can tell us yet.
Cllr Jordan reported that he has received an email from the Fix My Street Super User co-ordinator explaining that the training has to be given 'face to face' and is likely to be delayed for at least 6 months.
- 111/20**Enforcement Update:** Cllr Saunders reported that he is still following this up after Heather Nesbitt left this role and will give us an update as soon as he has one.
- 112/20**Programmable Flashing Lights:** The Clerk shared the email reply from Sian Gibbons of Oxfordshire County Council who said we should have no need to programme the lights as they are done automatically for us. No further action required.
- 113/20**Bottle Banks:** Cllr Saunders and Cllr Whitehead have been to the Bottle Bank site and made a risk assessment on behalf of the Parish Council. It confirms that the current site is not appropriate and a discussion was had as to where would be better? One suggestion was the land just inside the entrance to the Allotments. All agreed a risk assessment of any alternative location should be performed before any suggestions are put to Cherwell District Council (CDC). Cllr Saunders is to contact the Charity to ask about the possibility of using the land at the Allotments. The Clerk will forward our risk assessment to CDC to ask for their observations and suggestions for alternative locations and also request a collection be made more frequently.
- 114/20**Blocked Footpath behind The Row:** Cllr Saunders has confirmed with a resident of Coghill that the wall is outside of his boundary also. Therefore, the wall is not owned by residents on either side. The Clerk is to contact CDC for advice on how we might find out whom owns the wall and/or who is responsible for repairing it.
- 115/20**Rocks on pavement/grass verge:** Cllr Saunders reported that Chris Grain will go back to the resident and request the rocks be removed or potentially remove them himself when he is next in the area.
- 116/20**Dog Fouling Complaint:** Cllr Saunders shared the email reply from Chris Cundy, dog warden, that although people using the public waste bins for their dog waste is not pleasant, it is acceptable. No further action.
- 117/20**Trees on The Green:** Cllr Lane reported that the trees on The Green have tree suckers growing on the bark. All agreed the Clerk should contact Jake Williams to request he deal with this. The Clerk will circulate his quote for approval once received.
- 118/20**Additional Dog Poo Bin:** Cllr Saunders reported that during the Annual Parish Meeting, the question was raised if we could provide an additional dog poo bin somewhere along the footpath near Beehive Corner. All agreed the Clerk should contact the dog warden to put in this request.
- 119/20**Planning Applications.**
- 119a/20 **Applications Approved:**
20/00752/TCA – Mr P Heron – The Old Rectory, Weston Road, Bletchingdon OX5 3DH – Various tree felling.
- 119b/20 **Applications Received:**
20/01114/F – Mr Geoff Robbins – Heathfield Park Golf Driving Range, Heathfield OX5 3DX – Change of use from golf driving range to stud farm – remove existing buildings and replace with a similar footprint of stables, all weather manege and re-use of

existing building to form a temporary staff unit – resubmission of 19/01287/F – Objection. No design or access statement provided to justify why a new dwelling is needed. No roof plan provided. Poor design of house. Against planning policy to have a new dwelling in the open countryside. Presumably the reason stated will be to provide security for the horses. The house gets built and then the horses go. The building is not remotely distinctive to justify a new dwelling. There is already a stud farm in the area with these facilities. There is no indication that this is sustainable. Plans to renovate existing buildings for staff living on the existing Heathfield Stud Farm were refused so how can a newly created, competing site be justified. No detail of waste storage. No detailed business plan to show if the project will succeed or be sustainable. Shows no history of experience. Poor design of house and plan does not warrant on site accommodation and no plans for an entrance.

120/20 Finance:

120a/20 Cllrs were asked to consider invoices for payment itemised on the payment schedule below:

Invoices for payment 30th May 2020

Method	Payee and Reason	Budget	Minute Ref	Total Amount	VAT
Debit card purchase	Stamps	General Admin	This Minute	£9.12	£0.00
Bank TF	Came & Co Insurance Company	Insurance	This Minute	£705.78	£0.00
Debit card purchase	1 month Zoom Pro subscription	General Admin	095a/20	£14.39	£2.40
Bank TF	April 2020 grass cutting	Grounds Maintenance	This Minute	£574.80	£95.80
Bank TF	C. Fraser, Accountant – Internal Audit	General Admin	This Minute	£300.00	£0.00
Bank TF	Jake Williams – Weed Spraying	Grounds Maintenance	This Minute	£220.00	£0.00

The Direct Debit to BT is due to go out on or just after 23rd May 2020 for £38.04 including VAT.

All payments approved.

120b/20 The Clerk shared with the Cllrs the Internal Audit for our March 2020 Annual Accounts produced by Claire Fraser and the AGAR form for completion and sign off. All approved the figures and agreed that the Clerk should deliver the paperwork for Cllr Saunders to sign along with the other paperwork mentioned above.

121/20 Correspondence Received:

- a) John Howell Newsletter – Shared via email.

- b) An email from Play Safety notifying us of their annual inspection taking place in July 2020 – Shared via email.
- c) An email from Kym Lloyd Owen – Do we want an additional defibrillator? All agreed we should keep her details for the future. A discussion was had about a suitable location for a third and all agreed the Clerk should contact CDC in the first instance to see if they would permit us placing one on the Old Blacksmith Shop, or perhaps a free standing one on The Green. If CDC approve, the Clerk should then contact the owner of the building to request permission.
- d) An email from defib4life – do we want to have maintenance performed on our defibrillator? Shared via email. Cllr Ledger confirmed he is happy to complete the maintenance on our defibrillators himself.
- e) An email from Anthony Heslehurst of AH Planning, offering his services to comment/object to planning applications at a cost of £750 per submission. – Shared via email. No further action.
- f) An email from Lee Wallings of Rebound Rubber asking if their service of removing rubber surfaces from parks and playgrounds would be of interest to us. – Shared via email. No further action.
- g) An email from Caron with regards to the trees behind her house in Springwell Close and the response made by Cllr Saunders and the Clerk. – Shared via email. No further action.
- h) An email from Roger Neill with regards to the ram raid and parking issues in that area and the response made by Cllr Saunders. Shared via email.
- i) An email from John Harris asking if we will share a link to his website on our website, which has hundreds of free walks to download and details of walking clubs. – Shared via email. Cllr Ledger confirmed he will add the link to the Website.
- j) An email from Marie Curie asking for a donation. – Shared via email. No further action.
- k) An email letter from Oxfordshire Association for the Blind asking for a donation. Shared via email. No further action.
- l) An email from the Kirtlington Clerk with regards to a planning application. Shared via email. Clerk to reply.
- m) An email from Guy Roberts asking if we can assist with a planning application that has been rejected by CDC. – Shared via email. Clerk to reply.

122/20 Reports from meetings: None.

123/20 Any Other Business:

- It was reported that multiple street lights in various locations around the Village are lit all day and all night. Cllr Saunders confirmed this was raised at the Annual Parish Meeting and the Clerk is to contact the Electricity Board to get this fixed.
- Cllr Saunders suggested that when face to face meetings can resume post lockdown, sharing correspondence received via email prior to meetings should continue as it proving to be a better, more efficient way of sharing the correspondence with the Cllrs.

124/20 Items for information or next Agenda only - all items for next agenda to be submitted to the Clerk by Thursday 18th June 2020.

125/20 **Date of Next Meeting:** to confirm the date of the next meeting as 25th June 2020.

Meeting Ended : 8:45pm.