

BLETCHINGDON PARISH COUNCIL

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

on Thursday 25th February 2021 at 7:30pm

Present: Cllr C. Lane (Acting Chair), Cllr R. Pirie, Cllr M. Whitehead, Cllr A. Jordan, Country Cllr C. Griffiths and Parishioner A. Maclachlan.

024/21 **Apologies:** Cllr D. Ledger & Cllr M. Taylor.

025/21 **Declarations of Interest:** None.

026/21 **Public Participation:** Parishioner A. Maclachlan.

027/21 **To approve the Minutes of the Parish Council Meeting held on 7th January 2021:**

The Minutes were approved by all and they will be signed by Cllr Lane when received in hard copy form from the Clerk.

028/21 **Reports from District or County Councillors:** County Cllr C. Griffiths previously shared via email, a copy of the Oxfordshire County Council (OCC) budget report and added that Cherwell District Council (CDC) have also met this week to discuss their budget and both are looking positive. A large number of Villages are trying to change the legal speed limit to 20mph and there is a lady from Kirtlington working on a collaboration of all Villages, with a view to sharing the work involved in getting this approved and speeding up the process for everyone. OCC are supportive of this and have already started a feasibility study. A number of Villages are having flooding issues and as a way of combating this problem, OCC have worked on clearing out all gullies in problem prone areas. They are also trying to put together a response number for emergency flooding problems. The Clerk is to email County Cllr C. Griffiths with the details of the gullies that need clearing out in Bletchington. The climate emergency is still a priority if Oxfordshire is going to be carbon neutral by 2030 and this is something they continue to work towards. £2.1m has been applied for in order to provide all schools in Oxfordshire with LED lighting. There is also a new launch of e-scooters which is currently being trialled in Headington and Marston. For security, they will come with trackers and will need to be returned in order to be re-charged. User will need to hold a drivers licence and they can be used on roads, cycle paths and footpaths that have a designated cycle lane. County Cllr C. Griffiths will send the details on this initiative to the Clerk. Highways England are completing a survey on the A34 to discover how and when it is used. Cllr Jordan asked why this was being done and County Cllr C. Griffiths confirmed she will send the details to the Clerk but for the record, it is not do with the 'Arc'. Parishioner A. Maclachlan asked if she can raise something with County Cllr C. Griffiths, which was something she had asked to raise with the Parish Council tonight and is to do with the climate emergency. Are OCC and/or CDC supporting Parish Councils with any initiatives in this regard? County Cllr C Griffiths replied and said absolutely if it is within their parameters and invited Parishiner A. Maclachlan to approach her/OCC with any ideas she may have. In order to become carbon neutral by 2030, OCC are aware that they will need to 'think outside the box' and welcome any suggestions people may have. County Cllr C. Griffiths then left the meeting.

029/21 Traffic Calming: Cllr Lane reported on the email received from M. Wasley with cost projections for introducing a 20mph speed limit in Bletchingdon. All agreed this is a priority and is a cost worth spending. The Clerk is to contact the person in Kirtlington as previously mentioned by County Cllr C. Griffiths, to see if we can share costs and fast track this process but either way, Bletchingdon will proceed with this route of enquiry. The Road Agreements Team (RAT) have confirmed that we must not make any alterations to the lights on the zebra crossing. We must wait until they have received a copy of the Road Safety Audit Stage 3 comments from the Developers so that they can complete their formal inspection. Cllr Jordan raised the question, will we get a copy of this report? He will check his records to see what happened last time. The Clerk is to keep on pursuing this.

030/21 Enforcement Update: Cllr Lane has received an update from Cherwell District Council (CDC) as follows;

Land south of Diamond Farm - It appears that the land has now been cleared and that the requirements of the Notices have been complied with. A further site visit is required and will be carried out before the next Parish Meeting.

The Digs and Studio – The appeal will be dealt with by way of written representatives, the Parish should have received a confirmation letter from the Council detailing how to make representations.

Hedgerows at Tollbrook Corner – as suggested by Amy, I am happy to arrange an accompanied site visit with an officer to try to get to the bottom of this one. The Clerk is to get in touch and arrange this.

Kingsground, Lince Lane Copse, Enslow – An enforcement notice has been served relating to the residential occupation of a caravan at the site. The caravan is no longer in occupation, but due to the current restrictions has not yet been removed from the land. Once confirmation has been received that the caravan has gone a site visit will be conducted to ensure compliance and the case closed.

031/21 Additional Dog Poo Bin: The Clerk has met with CDC on site to discuss suitable locations for this new bin. Cllr Lane confirmed he knows who the landowner is and can meet with him and Jake Williams on site in order to agree where it should go and get it installed. The Clerk will liaise with all to arrange this meeting.

032/21 Tree Survey: Cllr Lane discussed with all the results from the Tree Survey and the cost to complete the works as advised. All agreed that a couple more quotes for comparison should be obtained before proceeding as the cost is nearly £6,000. The Clerk will arrange to get additional quotes.

033/21 Road Sweeper notice in advance: The notice and use of social media asking people to keep the roads clear was very successful. Therefore, all agreed this approach should continue in future.

034/21 Question from Parishioner A. Maclachlan: Parishioner A. Maclachlan asked the Parish Council what discussions we may have had prior to her moving to the Village with regards to the climate emergency. A discussion was had about the powers of the Parish Council and our areas of influence. For example, the Parish Council are working towards making sure the bus service remains in place. This led on to the idea of providing car charging points for those in the Village who don't have access to parking next to their house and taking into consideration the impact future development plans might have when reviewing applications. Another suggestion

was choosing suppliers who are or are working towards being carbon neutral.

Parishioner A. Maclachlan asked if we would support her idea to put together a group of volunteers to work on projects for the Village which she would bring to the Parish Council. Cllr Lane confirmed the Parish Council would support this group and welcome their ideas at the next/future meetings.

035/21 Councillor Priority Fund: The Clerk confirmed that all funds have now been received in the Bank. Next steps are to approach CDC to consult with them on our plans to surround the bottle banks with fencing and also form a hard standing. The Clerk will arrange this.

036/21 Parish Plan: Cllr Jordan confirmed he is still working on putting our Parish Plan together in a format suitable for publishing. It was also agreed that a 'bucket' should be added to include Parishioner A. Maclachlan's suggestions.

The Clerk is to contact the owner of the two properties on The Row that have not had protection put to the base of the roof for catching crumbling roof materials and request if they would consider following suit as Sanctuary Housing have done.

037/21 Maintenance Contracts: The Clerk reported the comparison of quotes provided by three maintenance companies. All agreed, Green Scythe have always been reliable and thorough with their work and continue to be competitive. The Clerk is to reply and see if they will commit to a three year contract and if their rates would change in that time.

038/21 New Play Area for older children in the Duchy Development: A discussion was had about where the location of a new Play Area would go if it still exists in the plans.

The Clerk is to make some enquiries into this with the developers.

Parishioner A. Maclachlan then left the meeting.

039/21 Planning Applications.

039a/21 Applications Approved:

20/03350/F – 2 Home Farm Cottages, Station Road, Bletchingdon OX5 3DD –

Alterations including porch to front and single storey extension to rear. Approved.

21/00065/TCA – Ringrose Tree Services – Home Farm House, Islip Road,

Bletchingdon OX5 3DP - T1 x Norway Maple, rear garden, vegetable garden: Fell in

sections to ground level and grind out the stump. T2 x Dead Horse Chestnut, rear

garden: Fell in sections to ground level and grind out stump. T3 x Lilac & T4 x Elder,

side of house, pushing on wall: Caution the wall could collapse during the work. Fell

the Elder tree and treat the stump, cut the Lilac to near ground level and allow to

regenerate. Approved.

039b/20 Applications Received:

18/01945/F & 18/01969/F – Bletchingdon Park Estate C/O Perdix Partnership –

Bletchingdon Park House, Springwell Hill, Bletchingdon OX5 3DW – Re-consultation

for the various works to the parkland, which include improvements to the

landscaping, repair of existing structures and new interventions within the

landscape. Erection of new buildings to form new Estate Yard, Lodge (to provide

offices within Class B1) and Agricultural Building – Alterations to the form of the

north west steps to the house, formation of the underground spa and car parking

facilities and a reformed swimming pool and associated enclosure adjacent to the

main house. Comments and some major considerations are to request a

Construction Traffic Management Plan and the opportunity to review it before the works start. We have concerns over how they can keep construction traffic through the village to a minimum and what's the routing plan (via Kirtlington Road entrance in the main ideally)? Building the Estate Yard and new entrance (if passed) will be more challenging - Weston Road couldn't cope with the Nursery and parked cars which causes concern, routing via Dolly's Lane might be the least disruptive option and anything crossing Church Walk will be hazardous to pedestrians and dogs. Noise will be an issue and times of day restrictions with ideally a 'no weekend noise or traffic' policy in play. Mud on the roads - it's a legal obligation for Farmers and Construction workers to keep mud off the roads and have the facilities to clean vehicles before proceeding as I understand it. Be good to have that guarantee in place. Parking - no construction workers vehicles in the village. Onsite parking only? Horses - We have regular horse traffic passing bee-hive corner. Construction workers should be made aware of this to avoid spooking, harm or accidents. A single point of contact for the PC/community to communicate during construction

21/00340/TCA – Ms Fiona Cadwallader – The Old Rectory, Weston Road, Bletchingdon OX5 3DH – T9 x Laburnum – Fell due to poor form and overcrowding. G1 x 4 nos Conifers – Fell due to poor form and overcrowding of feature Oak tree. T5 x Field Maple – Fell due to poor form and close to proximity wall. CG x Conifer group x 19 nos stems approx. – Fell due to overcrowding and poor collapsing specimens. No objections following an amendment to the original application.

21/00116/TCA – Pryor & Rickett Silviculture Ltd – Street Record, Springwell Close, Bletchingdon - All trees are Scots Pine (*Pinus sylvestris*). T1 - Poor condition, in decline, heavy to ivy stem - Remove tree. T2 - Standing dead, leaning into the crown of neighbouring tree - Remove tree. T3 - Poor condition, in significant decline, heavy ivy to stem - Remove tree. Replanting unlikely due to over-shading by existing trees - new housing development may also be the reason for the decline in trees. T4 & T5 and all remaining trees - sever ivy only. No objections.

21/00489/TCA – Gareth Miller – St Giles Church, Church End, Bletchingdon – T1 x Acer negundo box Elder – Reduce canopy by removing the re growth back to previous pruning points, deadwood and rubbing branches. Keeping a similarly shaped canopy. No objections.

21/00300/F – Mr Martin McMahon – 24 St Giles, Bletchingdon OX5 3BX – Part two storey, part single storey extension and addition of porch to the front elevation. Objections are that the two storey extension is excessive for the plot, creates an overlooking issue with number 22 garden and overshadowing of the adjacent neighbour to the north. There is no first floor plan on which to comment. The scale of the front porch is large and not in keeping with the other houses in the vicinity which have canopies.

040/21 Finance:

Invoices for payment 28th February 2021

Method	Payee and Reason	Budget	Minute Ref	Amount	VAT	Total
Debit card purchase	1 month Zoom Pro subscription	General Admin	This Minute	£11.99	£2.40	£14.39

Bank TF	KJ Cleaning Solutions – Zoono Spray to protect Bletchingdon Playground February 2021	Parks, Trees and open spaces	This Minute	£60.00	£0.00	£60.00
Bank TF	Town and Country Trees Limited	Parks, Trees and open spaces	This Minute	£450.00	£90.00	£540.00
Debit card purchase	Broxap – purchase of two new litter bins	Councillor Priority Fund - Other	014/21	£559.00	£111.80	£670.80
Debit card purchase	The Parking Shop – the purchase of 10 new litter pick kits	Councillor Priority Fund – Other	014/21	£275.00	£55.00	£330.00

The Direct Debit to BT is due to go out on or just after 23rd February 2021 for £40.49 including VAT.

All payments approved.

It was also discussed that our current Internal Auditor has given notice. All agreed the Clerk should see if other local Parish Councils could provide the contact details of whom they use to see if they would consider working for us too.

041/21 Budget 2021/22 – A discussion was had about the budget for the upcoming Parish Year. In terms of our allocated fund pot and the appropriate distribution of those funds for the Parish Plan, all agreed the Clerk should liaise with Cllr Ledger prior to the next meeting.

042/21 Correspondence Received:

- a) An email from Robert Newnham about the lay-by on Oxford Road. The Clerk is to reply to him and explain what measures the Parish Council will be taking to address these issues. With regards to the trees, the Parish Council will approach the landowner and put forward our suggestions.
- b) John Howell Newsletter. Shared with all, no further action.
- c) The Cherwell Parish Bulletin update. Shared with all, no further action.
- d) An email from Community Catalysts about a Cherwell District Enterprise Development Programme he is working on with CDC and asking us to help advertise in our Parish. All agreed this should go in the next Village News.
- e) An email from CDC about a new 'Containing Outbreak Management Fund' (COMF), deadline for requests is 26/03/2021. A discussion was had and all agreed it would be a great thing to apply for this funding to provide a service for all of the communal areas within Bletchingdon so that a deep clean can be performed throughout and to provide assistance to those affected by Covid 19.
- f) An email from OCC about the 'Local Transport and Connectivity Plan' (LTCP) which is now out in the public domain and asking for our feedback by the 29th March 2021. Cllr Jordan confirmed he had complete this. He also thought it would be good to get the views from our PTR so the Clerk will send her a copy to review.

043/21 Any Other Business:

- With regards to the Bletchingdon Road sign, Enslow entrance, Shane Evans has replied to say that the new sign is on order and that he is also waiting for

information about where on the island it needs to go so that it meets with regulations.

- There is a metal fence not far from the entrance to the Village from the direction of Enslow, which is not secure. The Clerk is to write to the landowner and request a safer fence be erected.
- In the next newsletter, it was agreed that a notice should be put in asking for volunteers to clean the signs. It was also suggested that perhaps a few litter pick kits could be made available for use by any volunteers who may wish to contribute outside of any arranged litter pick. All agreed a possible location to leave a few kits could be the Co-op. The Clerk will speak to the store manager and ask if he is happy to do this for us. If he is happy to do so, the Clerk will add this to the Village News article.
- It has been noted that a caravan is being used as accommodation within buildings opposite the Rock of Gibraltar Pub, Enslow where it shouldn't be. The Clerk is to report this to CDC.
- There are two large pot holes near the entrance to of the Hampdon Gay junction. The Clerk will report this on 'Fix My Street'.
- It has been reported that there is a new building being erected at Dollys Lane/Dollys Barn, without planning permission. The Clerk is to report this to CDC.
- The bus shelter is needing constant work to keep it clean and safe because not all users are being respectful of it. All agreed to give some thought as to how best to address this issue.
- Another report has been received of people leaving cars on jacks, adjacent to footpaths, which is a safety concern. The Clerk is to contact CDC for advice in this regard.
- With regards to the Play Inspection report, this should be reviewed again to make sure any recommendations have been dealt with.
- The resignation of the Chairman Tony Saunders, received on Monday 22nd February 2021, was discussed. It was agreed that Vice Chairman Cllr Lane will chair the next meeting at which point the vacancy will be discussed again in more detail once everyone has had more time to reflect. All agreed the Parish Council have no issue with him remaining on the Planning Committee if he wishes to do so.

044/21 Items for information or next Agenda only - all items for next agenda to be submitted to the Clerk by Thursday 18th March 2021.

045/21 Date of Next Meeting: to confirm the date of the next meeting as 25th March 2021 at 7:30pm.

Meeting Ended : 9:55pm.