

BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 26th August 2021 at 7:30pm

Present: Cllr C. Lane (Chairman), Cllr M. Whitehead, Cllr M. Taylor, Cllr A. Jordan, Cllr R. Pirie (Virtually), Cllr D Ledger, Oxfordshire County Cllr (OCC) Mr N. Simpson & Parishioner D. Montrose.

127/21 Covid-19 precautions taken: The Clerk sanitised the building, made sure it was well ventilated and that the seats were spaced 2 meters apart. An attendee register is no longer required since restrictions were lifted on the 19th July 2021.

128/21 Apologies: Cllr D. Robins, CD Cllr S. Holland & CD Cllr D. Hughes.

129/21 Declarations of Interest: None.

130/21 Public Participation: None.

131/21 To approve the Minutes of the Parish Council Meeting held on 22nd July 2021: The Minutes were approved by all and signed by Cllr C. Lane.

132/21 Clerks update on action points:

- a) The Clerk confirmed that the traffic cones are in place and that the Co-op Store Manager is aware. He is grateful for the support but he is still occasionally having problems. The Clerk also contacted Jane Conway twice now to ask about speed camera signs with no reply to date. Cllr M. Whitehead added he has contacted someone who might be able to provide us with some, he will let us know.
- b) The Clerk has contacted James Burge and Richard Slatter from Cherwell District Council (CDC) to try and get an agreement with regards to the private land where they intend to move the Bottle Banks to.
- c) The Clerk reported that Chris Grain has been in touch to confirm that his team will be returning the footpath along the Causeway and Weston Road to its original width. He also offered to contact Bletchingdon Park as he has also noticed a number of low hanging trees which he notes will be an issue for pedestrians – specifically the visually impaired.
- d) The Clerk has asked CDC to visit on site of 24 St Giles to check the work being completed is within Permitted Development rights but as yet has had no reply.
- e) The Clerk has contacted the Bletchingdon Community Foundation (BCF) about the Village Hall grounds and the Slipe and had a reply. All agreed the response was not sufficient as it did not advise how or when the points will be addressed. The Clerk is to reply and ask for more details.

7:48pm Cllr M. Taylor arrived.

The discussion then moved on to one of the disabled parking bays in the Village Hall car park. The shrubbery adjacent to the space is overgrown making it impossible to use. It is also overgrown around the MUGA. The Clerk is to include this in the reply.

There was also a discussion about the trees in the allotment that overhang Oxford Road which the Charity were/are going to have cut back. As we are having some tree work carried out soon, Cllr C. Lane offered to contact the Charity and offer to include those trees in the list of jobs being completed for the Parish Council at the same time, with that area of tree work to be passed to the Charity for payment.

- f) With regards to the letter requesting support for housing in the Village, the Clerk has been in touch with CDC and passed on the information provided by them to the parishioner.
- g) The Clerk has reported the trees overhanging Bletchingdon Park wall to Percy Lawson and he has replied to confirm they will investigate.
- h) The Clerk has spoken to parishioner Mr T. Saunders with regards to Cllr M. Taylor being added to the Charity Committee. He wanted to advise that all meetings are confidential so he would not be able to report back to the Parish Council.

133/21 Oxfordshire County Council (OCC) matters/reports:

County Cllr N. Simpson reported that August has been a relatively quiet month. He has arranged a meeting with Dave Catling on Friday 3rd September 2021 at 10am to discuss the Traffic Calming and parking issues in the Village. The decriminalisation of parking will come into effect on the 1st November 2021. From then on, OCC will employ their own team/private company to do deal with illegal parking. There will be a leaflet to follow. County Cllr N. Simpson will find out if Bletchingdon Parish Council can meet with this team to discuss our needs. There will be 50,000 new jobs created in Oxford. There are also 4,500 new houses going ahead in the Kidlington area. Cllr D. Ledger mentioned the CPRE virtual meeting to discuss the 2050 plan he attended on the 19th August 2021. The OCC 30 year plan talks about economic growth and the need for 150,000 more homes. CPRE are looking at alternative ways of meeting those needs and mitigating the negative impact on the environment at the same time.

134/21 OCC Correspondence:

- a) An email from Paul Wilson with regards to preparing for winter –Salt grit orders. The Clerk is to go ahead and prepare the order for next month's meeting.
- b) A news article from OCC about their new air quality website. No further action.
- c) An email from Paul Farmer with a Highways and Transport Public Satisfaction Survey. The Clerk is to complete it.

135/21 Cherwell District Council (CDC) matters/reports:

- a) None.

136/21 CDC Correspondence:

- a) The Cherwell Parish Bulletin was shared with everyone prior to the meeting. No further action.
- b) An email from Emma Faulkner about the district wide community governance review. No further action.

137/21 Parish matters:

- a) **Public Transport** – The Clerk shared Parishioner A. Maclachlan's reply with regards to the survey. She agrees with the points raised by the Parish Council and will send us a draft of the survey when she has created it.
- b) **Communication** – The new look Parish Council article in the Village News has been positively received. The length has increased which has resulted in an increase in printing costs so it was agreed to increase the Parish Council donation towards those costs.

- c) **Traffic Calming** – Cllrs D. Ledger, M. Whitehead and C. Lane will join OC Cllr N. Simpson and Dave Catling at the meeting being held on the 3rd September 2021 to discuss the traffic calming and parking issues in the Village.
- d) **Signage Around the School** – No further news at this time.
- e) **Plastic Footpath & Public Footpath** – Cllr C. Lane reported that the Parish Council should ensure that the public footpath is reinstated with a permanent path before the development is complete. Cllr C. Lane also confirmed he will contact Nick Mould when he returns from holiday to discuss the plastic path again.
- f) **Enforcement Update** – The Clerk reported the update received from the enforcement team which is as follows;
 - Hedgerows at Tollbrook Corner – Case closed.
 - Land South of Diamond Farm – Case closed.
 - The Digs and The Studio.- Appeal still pending.
 - The cattle sheds opposite The Rock of Gibraltar. – This case continues to be monitored but the mobile home has been sold and is waiting to be collected by the new owner.
 - Dollys Barn. – The planning application decision has now been made and was approved. Case closed.
 The Clerk was asked to contact CD Cllr D. Hughes for assistance on all of these cases as the Parish Council do not consider them closed or their response satisfactory.
- g) **Replacement Dog Waste Bin on Weston Road & new one at the Stonehouse** – The Clerk has contacted Jake Williams to request that he install the new bins. He has not replied to date.
- h) **Tree Survey** – Cllr C. Lane reported that the Tree Surgeon is coming to do the work that was due immediately and within 3 months on the Tree Survey recently carried out. The dates he is attending are the 9th and 10th September 2021.
- i) **Councillor Priority Funds for the Storage Unit** – Cllr C. Lane and Cllr M. Taylor raised the question at the Sports and Social Club meeting with regards to the storage unit. There are mixed view on this at the moment so they will ask again at the next meeting.
- j) **Parish Plan** – Cllr A. Jordan reported there is no update this month.
- k) **The Slipe** – The Clerk is to write to the BCF as mentioned in minute number 132/21/e but all agreed this should no longer be an action point for the Parish Council.
- l) **Benefactor** – A discussion was had about the draft plans provided by Parishioner M. Webber with regards to the entrances to the Village. All agreed the walls need to be wider but that we should seek advice from Highways to make sure they are compliant with Highways regulations. The Clerk is to send a copy of the draft plans to County Cllr N. Simpson to raise with Dave Catling at the meeting on Friday 3rd September 2021. Cllr A. Jordan will report back to Parishioner M. Webber the view of the Parish Council.
- m) **The Blacks Head pub application for Register of Asset of Community Value (ACV)** – Cllr D. Ledger reported on behalf of Cllr D. Robins who is still working on the ACV application. He needs more evidence to support it but only has until the 6th

September 2021 to submit it. It was agreed that the Parish Council should seek the help of our Parishioners via Whatsapp and Facebook as soon as possible to share their memories of any activities and events in the past that were held in the Pub that could not have taken place anywhere else in the Village.

- n) Annual Inspection Report of the Recreation Ground** – The report was shared with everyone prior to the meeting and discussed in full during the meeting. There are a number of advisory actions which the Clerk will seek comparative quotes for from different companies ready for the next Parish Council meeting.
- o) Erection of the new Parish Notice Board** – Planning permission for the new Parish Noticeboard has been granted and it has now been erected. The position is not quite where it was asked to be placed. Cllr C. Lane confirmed he will go back to the developers and ask them to move it to the correct location.
- p) Clerk's Quarterly appraisal** – Cllr C. Lane conducted a quarterly review for the Clerk and confirmed all is going well. He reminded the Parish Council that the Clerk completed 24 hours of overtime in quarter 1 and asked if everyone was in agreement that the Clerk should be paid for this overtime. At a rate of £12 per hour, that is a total of £288.00 to be added to the September quarterly pay of £1,440.00 making a total payment of £1,728.00. All agreed this should be paid at the end of September 2021.
- q) Finance** – The following payments were approved by the Parish Council.
Invoices for payment on the 30th August 2021

Method	Payee and Reason	Budget	Minute Ref	Amount	VAT	Total
Bank TF	Jake Williams	Grounds Maintenance	This Minute	£55.00	£0.00	£55.00
Bank TF	Play Safety Limited – Annual Inspection of Recreation Ground	General Admin	This Minute	£100.00	£20.00	£120.00
To be confirmed	Donation to Bletch Bash	Donations	This Minute	£400.00	£0.00	£400.00
Card purchase	Replacement Defibrillator Pads and Battery for Village Hall	General Admin	This Minute	£248.00	£49.60	£297.60
Bank TF	KJ Cleaning Solutions Ltd – Invoice No. 1557	General Admin	This Minute	£60.00	£12.00	£72.00
Bank TF	Green Scythe Ltd – Grass Cutting for July and weed treatment	Grounds Maintenance	This Minute	£748.00	£149.60	£897.60
Bank TF	Village News – Towards the printing costs	Donations	This Minute	£400.00	£0.00	£400.00
Bank TF	A grant to the Church to go	Grant for Church	This Minute	£800.00	£0.00	£800.00

	towards grounds maintenance					
Bank TF	Moore – External Audit Fee	General Admin	This Minute	£200.00	£40.00	£240.00

The Direct Debit to BT is due to go out on or just after 23rd August 2021 for £42.00 including VAT.

138/21 Planning Applications-

- a) Planning Applications Approved/Refused:
21/00586/CLUE – Greenhill Leisure Park, Greenhill Farm, Station Road, Bletchingdon OX5 3BQ. Approved.
21/01515/LB – Quincotts, Islip Road, Bletchingdon OX5 3DP – Strip and repaint all exposed internal beams throughout the property. Approved.
20/02633/F – Dolly's Barn, Bletchingdon OX5 3DP – Erection of stockyard building on existing agricultural holding. Approved.*
21/01975/ADV – Co-op Station Road, Bletchingdon OX5 3DE – Erection of Parish Notice Board. Approved.
21/02221/CLUE – Manor House, Islip Road, Bletchingdon OX5 3DP – Approved.*
*With regards to the above mentioned applications, the Clerk is to write to the planning officer to ask if they can explain their decisions in light of the objections raised by the Parish Council. All agreed the Parish Council would like to invite David Peckford to a meeting to discuss planning decisions face to face. The Clerk is to arrange this.
- b) Planning Applications Received:
20/02732/OUT – Mr Roy Dale – Station House, Station Road, Enslow, Kidlington OX5 3AX – Removal of existing mobile home and conservatory, erection of replacement annexe to be occupied ancillary to Station House. No objections.

139/21 Other Correspondence Received:

- a) John Howell Newsletter. Shared with all, no further action. Also a second email offering the chance to meet face to face. All agreed the Parish Council would like to do this so the Clerk will try to arrange a meeting.
- b) An email from Sir Tim Stevenson about preparing for the Queen's Platinum Jubilee in 2022. All agreed the Parish Council should do something when the time comes so this should be a new action point.
- c) An email from Peter Baker (Parishioner) about the Blacks Head Pub. The Clerk is to reply and advise him that a new ACV is being applied for.
- d) An email from Clean Slate to thank us for our donation. No further action.
- e) A letter from Ian Gedling asking if the Parish Council will make a donation towards the printing costs of the Village News. All agreed the donation should be increased to £400.00 and the payment was approved.
- f) A reply from Anne Maclachlan with regards to the Survey. No further action.
- g) Another email from Pete Baker about requesting access to the copies of Village News held in the Parish office. Cllr D. Ledger will speak to the person who has enquired about the articles. All agreed that if he wishes to see them, he can but they must remain in the Parish Office. A discussion was then had about storage and where is best. The Clerk is to investigate the best options.

- h) An email from OALC sharing some dates for Webinars discussing the Oxfordshire Plan 2050. Cllr D. Ledger confirmed he will attend one of these.
- i) An email from the Church Warden requesting a donation towards the grounds maintenance cost at the Church. All agreed a grant of £800.00 should be made.
- j) An email notification of a letter being sent to all in Bletchingdon from Network Rail. No further action.

140/21 Any Other Business:

- The Clerk reported that the ladies hosting a Macmillan Coffee morning on The Green would like to change the date from the 4th September 2021 to the 9th October 2021. All agreed this is fine.
- The Clerk received a message from the Manager of the Co-op explaining that they are doing a litter pick in the Village on the 23rd September 2021 and wanted to know if there are any areas the Parish Council would like them to focus on. The Clerk is to reply and request the Kirtlington Road and around the Village Hall.
- It has been reported that a hedge is blocking the pavement on Valencia Road. Cllr M. Taylor will politely request the homeowner cut this back.
- A similar report has been made about the hedge outside Quincotts on Islip Road. Cllr D. Ledger will politely request the homeowner cut this back.
- Cllr C. Lane asked if everyone would be in agreement for Green Scythe Ltd to return to the Village and spray the weeds in the hard to reach areas. This may incur additional costs. All approved this course of action.
- It has been reported that there are a number of broken curbs around the Village and the pavements are disintegrating in places. The area of most concern is Annesley Close and Valencia. A gentleman fell off a broken curb and broke his ankle. The Clerk is to contact Chris Grain to report this and request he come to assess these areas as soon as possible.
- The garages in Annesley Close and St Giles are looking in poor condition. The Clerk is to write to Sanctuary Housing and request that their condition be improved.
- The Clerk is to contact CDC to find out when the Road Sweeper is coming to the Village next.
- A discussion was had about the new Trees on Tollbrook Corner. Cllr A. Jordan will follow up with Parishioner M. Webber and report back to the Parish Council.
- It has been reported that the Co-op designated parking spots are being occupied by the same cars all day. These parking spaces are being used by the builders working on the development. Cllr M. Whitehead is to speak to Chris Thompson to ask the builders to park elsewhere.

141/21 Items for information or next Agenda only - all items for next agenda to be submitted to the Clerk by Thursday 23rd September 2021.

142/21 Date of Next Meeting: to confirm the date of the next meeting as 30th September 2021 at 7:30pm.

Meeting Ended : 9:55pm