

BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 28th October 2021 at 7:30pm

Present: Cllr C. Lane (Chairman), Cllr M. Whitehead, Cllr M. Taylor, Cllr D. Robins, Cllr D Ledger, Oxfordshire County Cllr (OCC) Mr N. Simpson and Parishioner A. Maclachlan.

159/21 **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.

160/21 **Apologies:** Cllr R. Pirie

161/21 **Declarations of Interest:** Cllr C Lane with regards to planning application number 21/02214/F and minute reference number 172/21.

162/21 **Public Participation:** A. Maclachlan, Public Transport Representative (PTR).

163/21 **To approve the Minutes of the Parish Council Meeting held on 30th September 2021:** The Minutes were approved by all and signed by Cllr C. Lane.

164/21 **Clerks update on action points (not covered in Parish matters):**

- A request was put out on Bletchnet and Facebook seeking leaf clearance volunteers. So far, only one parishioner has put themselves forward.
- The Row soakaway has been reported for additional cleaning. The Clerk is to check this is dealt with prior to the next meeting.
- Cherwell District Planning (CDC) have confirmed that planning permission is not required from them for planting the Cherry Trees. The Clerk has approached Highways who have yet to respond. The Clerk is to write again and inform them of our intentions. Cllr C. Lane will reply to Parishioner M. Webber to confirm the Parish Council are supportive of these plans.
- The footpath along The Causeway and Weston Road has now been cut back in. No further action.
- The Salt grit order has now been received and is stored at Cllr C. Lanes farm until needed.
- With regards to our request to meet with David Peckford, he has replied and referred us to his colleague Alex Chrusciak. Cllr D. Robins and Cllr M. Whitehead were present at the meeting with John Howell where the same planning queries were raised. A report of that meeting was shared with the Parish Council prior to this meeting. They agreed to put an agenda together and arrange a meeting with Alex Chrusciak.
- A review of the office with Cllr C. Lane and Cllr M. Whitehead was completed. It was agreed that shelving should be put up to make more space for the growing number of files and a new fireproof safe of similar shape and size to the existing one should be put on next months' Monthly Payment Schedule (MPS) for approval by all.
- Sanctuary Housing have acknowledged our request to repair the garages owned by them and said they will ensure the condition is improved. The Clerk is to diarise for review.
- An email was sent to Chris Thompson to request that the loading bay and hatch outside the house near the Co-op is repainted to make it more prominent, the

belisha beacon is replaced and the lines on the crossing are repainted. No response has been received to date. Cllr C. Lane also rang him today who confirmed they will do these things when they are ready and that Chris Thompson is no longer the point of contact for such requests. The Clerk is to get the new contact details and put the request in writing again.

- The overgrown hedges on Tollbrook Corner have been reported but not yet cut back. The Clerk is to chase this up.
- The houses previously reported to CDC are not showing signs of improvement so the Clerk is to write again.

165/21 Oxfordshire County Council (OCC) matters/reports:

- County Cllr N. Simpson reported that he has chased Dave Catling on our behalf but he is away until the 1st November 2021. He shared the news from OCC with regards to the new proposal for 20mph speed limits and that there is a full OCC meeting on the 2nd November 2021 where he will learn more. He will be in touch again following that meeting with advice on how to move this forward. Getting support from the Village will be necessary so all agreed that something should be put in the next Village News asking for feedback on the proposal.

166/21 OCC Correspondence:

- a) An email about the Civil Parking Enforcement (CPE) coming in to force on the 1st November 2021. No further action.

167/21 Cherwell District Council (CDC) matters/reports:

- a) None.

168/21 CDC Correspondence:

- a) The Cherwell Parish Bulletin was shared with everyone prior to the meeting. Cllr R. Pirie previously confirmed she will attend the CDC Parish Liaison meeting on the 10th November 2021.

169/21 Parish matters:

- a) **Public Transport** – Anne Maclachlan (PTR) shared the results of the bus service survey prior to the meeting. She reported that the overall feedback received is showing that the bus service is vital to many people in the Village. She agreed to write an article to go in the next Village News and will give the feedback to OCC. The Clerk is to share a copy of the results with County Cllr N. Simpson too. The use of Survey Monkey, as requested by the Parish Council, required a subscription fee of one month at just under £40, which the Parish Council agreed to reimburse.
- b) **Communication** – The Parish Council are still receiving positive feedback of the new look article. All agreed to reduce the next article to 2 pages. County Cllr N. Simpson requested permission to add to our article which all agreed to.
- c) **Traffic Calming** – Following on from County Cllr N. Simpson's report about the OCC 20mph speed limit proposal, all agreed this is something the Parish Council will take advantage of to add to our own efforts to achieve this. The Clerk has made contact with Sign Wizzard Aylesbury, which produce the Community Speed Watch (CSW) signs. Some information needs to be double checked before ordering. The cost is larger than we were originally led to believe, being just under £900 including VAT. This is still well within our Traffic Calming budget and the cost was approved by all.

With regards to the wooden bollards to go opposite the Co-op, Cllr C. Lane has calculated 4 x wooden posts may be sufficient to deter people parking on this verge. These can be locally sourced and installed for less than £250 so it was agreed this can proceed without further quotes being obtained, in line with our Standing Orders and Financial Regulations. It was then discussed whether or not yellow lines alongside the bollards would prevent people from parking on the road. It was agreed this should be added to the Alex Chrusciak meeting agenda.

- d) Signage Around the School** – No further news at this time.
- e) Plastic Footpath** – Cllr C. Lane reported that he has spoken again with Nick Mould who will not be making a start on his new development until next year so the temporary footpath will not be dealt with until then either.
- f) Enforcement Update** – The Clerk reported that she has chased David Hughes for his support in our cases but he has not yet responded. The Clerk is to try again and copy in all of our District Cllrs for support.
Hedgerows at Tollbrook Corner – Case closed, pending our attempts to re-open the case. John Howell has requested that a copy of the letter sent to him in the summer is sent again. The Clerk will send this with a copy to his secretary.
The cattle sheds opposite The Rock of Gibraltar. – This case continues to be monitored. CDC last update was that the mobile home has been sold and is waiting to be collected by the new owner.
Ingleby Farm – This is a new case which is under investigation at CDC.
- g) Replacement Dog Waste Bin on Weston Road & new one at the Stonehouse** – The Clerk reported that she has chased Jake Williams as this has still not been dealt with and will continue to do so.
- h) Tree maintenance – grind out stumps** – With regards to quotes for grinding out the stumps at the recreation ground, Jake Williams provided a quote which was more than double the quote provided by Grind Force who quoted £120 + VAT for the work. All agreed that Grind Force should be hired and Cllr C. Lane will be the point of contact for access to the Recreation Ground.
- i) Councillor Priority Funds for the Storage Unit** – No further action at this time.
- j) Recreation Ground Maintenance Quotes** – With regards to the remedial work necessary at the Playground, the Clerk reported that another company ‘Miracle Design and Play Ltd’ has been approached for a quote. One more is required for comparison which the Clerk will source prior to next month’s meeting.
 With regards to the fence repairs, Cllr C. Lane will make enquiries and report back to the Parish Council.
- k) Maintenance around Village Hall** – Cllr C. Lane reported for the record, the reply sent to the Bletchingdon Community Foundation (BCF) with the Parish Councils concerns. A copy of which was shared with everyone prior to the meeting.
- l) Placement of Parish Notice Board** – Cllr C. Lane reported that a request has been made to move this to the correct location again. The Clerk is to write to the new point of contact to chase this up.
- m) Quarter two budget report** – The Clerk shared with all Cllrs prior to the meeting, the year to date figures. A discussion was had about the spending to date and that everything is on target with the exception of the Grounds Maintenance budget which is comfortably under budget at the moment. Therefore it was

agreed we can and should increase the maintenance work in our Village. A discussion was had that rather than asking for volunteers to help clear the leaves throughout our Village, we should employ a local firm to do it if the cost is reasonable. The Clerk is to contact Green Scythe for a quote and Cllr C. Lane will approach a local company for a quote.

The Clerk also reminded everyone that next month we will be required to discuss next year's budget and precept requirement. The Clerk will meet with Cllr D.

Ledger prior to next month's meeting to discuss and prepare for this subject.

n) Finance – The following payments were approved by the Parish Council.

Method	Payee and Reason	Budget	Minute Ref	Amount	VAT	Total
Bank TF	K J Cleaning Solutions Ltd – Invoice No. 1598	General Admin	This Minute	£60.00	£12.00	£72.00
Bank TF	C. Fraser – Training and support for Clerk taking on PAYE	General Admin	This Minute	£100.00	£0.00	£100.00
Bank TF	Mr C Lane – Re-imbursement for cutting the shoots on the trees on The Green.	Grounds Maintenance	This Minute	£80.00	£0.00	£80.00
Bank TF	Green Scythe Limited	Grounds Maintenance	This Minute	£266.00	£53.20	£319.20
Bank TF	Navitas Design Ltd – Annual web hosting and domain name registration	General Admin	This Minute	£53.99	£10.80	£64.79

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

170/21 Planning Applications-

a) Planning Applications Approved/Refused/Withdrawn:

21/00587/CLUE – Greenhill Leisure Park, Greenhill Farm, Station Road, Bletchingdon OX5 3BQ – Approved.

21/03060/TCA – Mymms Cottage, Weston Road, Bletchingdon OX5 3DH – T1 x Holly – Fell, T2 x Lawson Cyrpress – Prune up to 30%, T3 x Eastern White Cedar – Fell, T4 x Apple – Fell, T5 x Bay Tree – Prune up to 25%. Approved.

21/02919/F – Dollys Barn, Bletchingdon OX5 3DP – Retrospective – Creation of a granny annex within existing outbuildings. Approved.

20/01764/F – Minns Estate Limited – Land adjacent to Lince Lane, Access off Station Road, Enslow, Kidlington OX5 3FE – Erection of 2no two storey, 3 bedroom, semi-detached houses with car parking. Withdrawn.

b) Planning Applications Received:

21/03218/CLUE – Mr and Mrs S Rendell – Crofters, 3 Ingleby Paddocks, Enslow OX5 3ET - Certificate of Lawfulness of Existing Use for a change of use from B1 office to C3 dwelling. Objections: If approved, it will be easier to sell without the conditions applied and it will also set a precedent for all the other properties with the same restrictions.

21/03174/F – Mr P Heron – The Old Rectory, Weston Road, Bletchingdon OX5 3DH – New field gate to copse. No objections.

21/03511/TCA – Mrs Margie Charnock – Manor Farm House, Islip Road, Bletchingdon OX5 3DP – T1 x Cherry – Fell, T2 x Walnut – Crown reduction up to 2m height and by 2m in width. No objections.

21/02214/F – Kevin Cooper – Cherwell Concrete, Enslow Warf, Station Road, Enslow – Retrospective – Operational development for the installation and operation of conveyor, hoppers and tank storage plant for concrete distribution. Objections: Applying for permission retrospectively like this is not something the Parish Council approve of. The Rivers and Canals Trust response sums it up perfectly.

There's zero ecological or environmental assessments. Being a cement production company in a rural and inhabited area, these assessments should have been the priority in any application. Their unlawful disregard in all the important areas just stands to endorse the disrespectful conduct of this business and as a result they should be denied the ability to trade unless they can comply with the law and conditions of acceptability. A Cllr drove past it one morning and was enveloped by a cloud of dust that came drifting across the road, reducing visibility on the road substantially.

171/21 **Other Correspondence Received:**

- a) John Howell Newsletter. Shared with all, no further action.
- b) An email from the Climate and Ecological Council (CEE) asking for our support. All agreed the Parish Council will support their aims by signing the open letter.
- c) An email reply from Mike Seaton, store manager of the Coop. He has accepted our request for an additional bin near the location of the Village shop and is ready to place it if we can confirm where we would like it installed. All agreed the best location is by the loading bay but that the Parish Council should purchase an additional bin to be situated by the parking spaces opposite the houses. The Clerk is to proceed with an order for a new waste bin. County Cllr N. Simpson will make enquiries to find out if we would be eligible for funding to cover the cost of this.
- d) An email from Community Connect asking if we will display their poster. All agreed we will, the Clerk is to display them in our noticeboards.
- e) An email from Town and County Planning Association (TCPA) explaining their membership and asking if we would like to join (£110 per annum, discounted to £90 for the first year. All agreed not to join.

172/21 **Cherwell Local Plan:** Cllr R. Pirie made a start to our response prior to the meeting which was shared with all. Following a discussion, a few amendments were put forward which the Clerk will make and circulate for approval in time for sign off, before the deadline.

173/21 **Neighbourhood Plan:** A discussion was had about creating a neighbourhood plan for Bletchington, the costs involved and the level of work required to complete one. All agreed it could be very valuable to have one, especially with the pending CDC Local Plan and Oxfordshire 2050 Plan but that some further investigation into the process and what it entails should be sought first before committing. Cllr D. Ledger agreed to contact Clerks from local Villages who already have one in place for further information.

174/21 **Resignation of Councillor:** Cllr A. Jordan wrote to the Cllrs of his resignation prior to the meeting and therefore did not attend. Bletchington Parish Council is less than 6 months away from the next Election so all agreed not to fill the vacancy because of that. The Clerk will report his resignation to CDC and draft a letter of thanks for everyone's approval before sending. All agreed a special mention should be included in the Village News article too.

175/21 **Report from meeting/Any Other Business:**

- It has been reported that there is extensive work being done to the footpath/road/bridleway from Beehive Corner to the Manor House without planning permission. The Clerk is to inform CDC of this and ask them to investigate and let us know their findings.
- It has been reported that there is anti-social behaviour occurring in our Village which is impacting our residents. This is to be monitored.

176/21 **Items for information or next Agenda only - all items for next agenda to be submitted to the Clerk by Thursday 18th November 2021.**

177/21 **Date of Next Meeting:** to confirm the date of the next meeting as 25th November 2021 at 7:30pm.

Meeting Ended : 10pm.