

BLETCHINGDON PARISH COUNCIL

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

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

143/21 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.

144/21 Apologies: Cllr A. Jordan.

145/21 Declarations of Interest: None.

146/21 Public Participation: None.

147/21 To approve the Minutes of the Parish Council Meeting held on 26th August 2021:

The Minutes were approved by all and signed by Cllr C. Lane.

148/21 Clerks update on action points (not covered in Parish matters):

- With regards to the Bottle Banks moving, the landowner is going to draw up a contract for Cherwell District Council in due course.
- The Clerk has contacted David Hughes and requested support with our Enforcement cases, but he has not replied. The Clerk will chase this.
- With regards to the low hanging trees from Bletchingdon Park Estate along Weston Road, Parishioner Jamie McNaught confirmed the trees are on the list to be dealt with.
- The Clerk has placed an order for salt grit and collection of the old grit. They will also replace our broken bin free of charge.
- The Clerk has arranged meeting with the Parish Council and John Howell on Friday 15th October 2021 at 11am at the Village Hall. The Clerk was asked to send a reminder of the meeting nearer the time so that a suitable range of questions are prepared for this meeting.
- There are a few early editions of the Village News which are missing which the Clerk has requested copies of.
- The Clerk shared a few options and prices of an additional fireproof filing cabinet. It was agreed that the Cllrs would review the storage facilities currently in place and discuss again at the next meeting.
- The defibrillator has had the new battery and pads installed and the registration is up to date.
- Chris Grain has come out to assess the curbs and pavements in Bletchingdon. Some work has already been done in Annesley Close so the Clerk is to review this again in a few days' time to ensure all of the areas in need of repair have been dealt with.
- The bad condition of the garages owned by Sanctuary Housing has been reported and they have responded and asked for photographs, which have been provided.
- The Road Sweeper came on the 22nd September 2021 and the Clerk will diarise again for next time. The Clerk reported that after the heavy rainfall recently, a resident living on the corner of The Row was almost flooded as the gullies nearby could not cope with the amount of rainfall. The Clerk is to monitor this and report it.

149/21 Oxfordshire County Council (OCC) matters/reports:

- County Cllr N. Simpson reported that he is staying in contact with Dave Catling to try and push for progress on our traffic calming plans.
- Oxfordshire County Council (OCC) has a large budget spent on the care system and this is currently being reviewed.
- County Cllr N. Simpson had a meeting with the Mayor of Oxford who is also supporting the 20mph speed limit and looking to make it a countywide initiative so that all Villages are automatically included with the option to opt out.
- There have been a number of meetings with various developers around Kidlington. They want to ensure that the S106 funds are used locally.
- There is also focus on cycle routes and public transport and it has been noted that it is important to include cycle safety too.

150/21 OCC Correspondence:

- a) An email about the Zero Emissions Zone plans in Oxford City. No further action.

151/21 Cherwell District Council (CDC) matters/reports:

- a) None.

152/21 CDC Correspondence:

- a) The Cherwell Parish Bulletin was shared with everyone prior to the meeting. No further action.

153/21 Parish matters:

- a) **Public Transport** – A paper survey was created by our Public Transport Representative (PTR) with the assistance of Parishioner D. Montrose. This will be distributed to everyone in the Village through the Village News. A digital survey option is still desired so the Clerk is to go back to our PTR and enquire about this.
- b) **Communication** – Parishioner D. Montrose assisted with the Parish Council article for the next Village News, which was signed off by everyone.
- c) **Traffic Calming** – Cllr M. Whitehead wrote a summary of the traffic calming meeting held last month, which was shared with everyone prior to this meeting. All agreed this was a true account of the meeting.
He added that some volunteers have come forward to assist with the speed awareness event, so now the Parish Council need to purchase the appropriate signs. All agreed the Clerk should purchase 6 signs at £49.84 each.
The loading bay and hatch outside the front of the house on Station Road near the Co-op needs to be repainted to make it more prominent, as does the painting on the crossing. The Belisha beacon also still needs replacing. The Clerk is to contact the developers to get these things arranged.
It was also agreed that the Clerk should diarise to chase Dave Catling for a response in two weeks' time if he has not provided us with his report by then.
- d) **Signage Around the School** – No further news at this time.
- e) **Plastic Footpath & Public Footpath** – Cllr C. Lane reported that until the new development starts in that area, there is no further action the Parish Council can make.
- f) **Enforcement Update** – The current cases remain closed as David Hughes and John Howell has not yet responded to our request to get them reopened.
Hedgerows at Tollbrook Corner – Case closed.
Land South of Diamond Farm – Case closed.

The Digs and The Studio. - Appeal approved, therefore closed.

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 is to continue chasing David Hughes and David Peckford for a response.

This will also be an item to discuss with John Howell at the meeting next month.

- g) **Replacement Dog Waste Bin on Weston Road & new one at the Stonehouse** – Jake Williams has confirmed he will put up the new and replacement dog waste bins but as yet has not collected the bins. The Clerk will chase this again.
- h) **Tree maintenance – grind out stumps** – A discussion was had about the best course of action with regards to the stumps left after the trees were felled at the recreation ground. All agreed that as they are a trip hazard, the Parish Council should look to get the three stumps ground out. The Clerk is to obtain comparative quotes.
- i) **Councillor Priority Funds for the Storage Unit** – Cllr C. Lane and Cllr M. Taylor reported that the Sports and Social Club have agreed with the Parish Council to have a storage unit on the grounds for the use of the Community marquees, so long as the unit is large enough to allow them some space for storage within it too. Cllr C. Lane will research the cost of a unit and check what ground work might be needed to prepare the area. The best time to purchase an item such as this is in the Spring. The Clerk will diarise this action point for March 2022. The question was raised, who/which community group is responsible for the marquees? Cllr R. Pirie reported that they were donated to the PTA. She will ask this question at the next PTA meeting.
- j) **Parish Plan** – Cllr A. Jordan was not able to attend this meeting but he did raise a few points for discussion via email. He raised the question about the path along the Causeway and Weston Road. A discussion was had and the Clerk was requested to chase Chris Grain to ensure the path is cut back appropriately. With regards to the new bollards outside the Co-op on Station Road, these are stopping people from parking in that area but they are now more frequently parking on the opposite side of the road on the grass verge which is dangerous and also ruining the grass. It was agreed that the Parish Council should purchase some wooden posts to prevent parking in this area. Cllr C. Lane will visit the site and confirm to the Clerk how many to purchase.
- k) **Benefactor** – Cllr A. Jordan also raised a few points in this regard. In reference to the Cherry Blossom trees on Tollbrook corner and getting them planted, it was confirmed that planning permission would not be required so the Clerk is to reply and ask if they could please proceed as Autumn is the most appropriate time to do it.

With regards to the Villages Entrances and the feedback from Dave Catling at the recent meeting, Cllr C. Lane confirmed he will speak to Parishioner M. Webber to discuss further. The Bus Shelter project should be independent of the Village Entrances project in light of Dave Catlings response.

- l) The Blacks Head pub application for Register of Asset of Community Value (ACV)** – Cllr D. Robins reported that he was successful in getting the Blacks Head pub back on the ACV register. No further action.
- m) Recreation Ground Maintenance Quotes** – The Clerk has contacted two companies for quotes but they have not been provided yet so this will be chased up. The Clerk will also ask other Clerks who they use and contact OALC for advice.
- n) Maintenance around Village Hall** – The Clerk reported that a draft reply to the BCF about the Village Hall grounds and the Slupe is in progress. Cllr R. Pirie added that Parishioner R. McNaught is dealing with the grounds maintenance around the Village Hall. A discussion was had about the link between the BCF, Charity and the Parish Council. The BCF will be holding their next meeting in January 2022 and all agreed the Clerk should contact all trustees of the BCF to request attendance at this meeting so that we can discuss our common areas of interest.
- o) Placement of Parish Notice Board** – Cllr C. Lane reported that this is in progress.
- p) External Auditor Comments to be reviewed** – The Clerk provided the Cllrs with a copy of the External Auditors comments prior to the meeting. This report was reviewed and considered during the meeting and the Cllrs were pleased with their conclusions. The External Auditors noted that measures have already been put in place to prevent a repeat of the risk assessment not being minuted as it should have been.
- q) Finance** – The following payments were approved by the Parish Council.

Method	Payee and Reason	Budget	Minute Ref	Amount	VAT	Total
Bank TF	Lonsdale Print Solutions Ltd – Print costs for the Public Transport Survey	General Admin	153/21/q	£42.00	£8.40	£50.40
Bank TF	K J Cleaning Solutions Ltd – Invoice No. 1584	General Admin	153/21/q	£60.00	£12.00	£72.00
Bank TF	Green Scythe Ltd – Grass cutting in August	Contract Grounds Maintenance	153/21/q	£266.00	£53.20	£319.20
Bank TF	Arbor Tree Specialists Ltd – Tree Work on The Green and at the Recreation Ground	Parks, Trees and open spaces	153/21/q	£1,860.00	£372.00	£2,323.00
Bank TF	Fiona Mason – Clerks Salary for July, August and September plus overtime accrued in quarter 1.	Clerks Salary	153/21/q	£1,728.00	£0.00	£1,728.00
Bank TF	Cherwell District Council – Emptying of dog waste bins	Dog bin purchase and emptying	153/21/q	£458.23	£91.65	£549.88

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

Cllr C. Lane added that he arranged for the trees on The Green to have their shoots cut back prior to the Fair coming to Bletchingdon, which is held on The Green. Cllr C. Lane is to be reimbursed for the cost of this, next month.

154/21 Planning Applications-

a) Planning Applications Approved/Refused:

21/03060/TCA – Michael Lennon – Mymms Cottage, Weston Road, Bletchingdon OX5 3DH – Various tree works. Approved.

21/01763/F – Quincotts, Islip Road, Bletchingdon OX5 3DP – Extra front door, internal walls removed, new rooms created, French door, new patio created and steps. Approved.

21/01341/LB – Quincotts, Islip Road, Bletchingdon OX5 3DP – Internal refurbishments. Workshop convert into art studio. Extra front door, internal walls removed, new rooms created, French door, new patio created and steps. Approved.

21/02077/F – The Old Rectory, Weston Road, Bletchingdon OX5 3DH – Erection of replacement greenhouse. Approved.

20/02372/OUT - 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. Approved.

21/01485/F – Heathfield Golf and Country Club, Heathfield OX5 3DX – Variation of condition 7 (caravans, motor caravans, or tents) of 19/01789/F – the caravans, motor homes or tents shall not be occupied as a person's sole or main place of residence and shall be occupied holiday purposes only and a register of occupiers shall be kept and made available for inspection by an authorised officer of the Local Planning Authority at all reasonable times. Approved.

b) Planning Applications Received:

21/03129/TCA – Mr Rutt – 1 Blenheim Terrace, Bletchingdon OX5 3DQ – T1 x Rowan, the tree is harbouring and unusual quantity of dead wood with a diseased central scaffold. Major deadwood throughout the crown. Fell the tree and replant with a similar small species. No objections.

21/02919/F – Mr Douglas Bagnall – Dolly's Barn, Bletchingdon OX5 3DP – Retrospective – Creation of a granny annex within existing out buildings. Objections. This is an inappropriate development in the open countryside and a change of use/creation of a new dwelling.

155/21 Other Correspondence Received:

a) John Howell Newsletter. Shared with all, no further action.

b) An email reply from Civil Parking Enforcement Enquiries. No further action.

c) An email from Rebecca McNaught with regards to Leaf Clearance. A discussion was had about the logistics and success of this as leaves will fall for a number of weeks and to ask volunteers to repeatedly clear leaves may not appeal to many. The Clerk is to contact OCC to see what support that can provide and what method of disposal they can offer. It was agreed that if we did ask for volunteers, that a team leader should also be requested to help organise this initiative. It was agreed the areas to focus on would be Weston Road and Oxford Road.

- d) An email from Ian and Claire Jones with regards to speed limit plans and other road safety issues. The Clerk is to reply with details of the Parish Council plans and advice for areas outside of Parish Council control.
- e) A thank you letter for the Parish Council's donation towards the printing costs of the Village News was received from Parishioner Ian Gedling. No further action.
- f) An email from Rebecca West was received with regards to the low hanging branch near the Blacksmith's Shop. The Clerk is to reply.

156/21 Any Other Business:

- Litter around the Co-op. Cllr A. Jordan asked if the Parish Council would agree to contact the manager and ask that they take responsibility for the amount of litter left in the shops proximity by getting it cleared and possibly providing another waste bin near the loading bay/parking spaces. All agreed with this so the Clerk will contact the shop manager.
- The bush outside Quincotts was not cut back enough and is still difficult to walk along the footpath plus they are still parking on the path. Cllr D. Ledger agreed to write to the owners in this regards.
- Broken mirror near Church End. Cllr M. Taylor agreed he will contact the resident he believes put this mirror up and ask them either to take it down or replace it.
- Vegetation obstruction between the Stables and Hill View. The Clerk is to report this issue to highways as it is dangerous with it overgrown as much as it is.
- The Sports and Social Club have reported that the chain link fence alongside the Recreation Ground is damaged and is in need of repair. They have also requested that the kick wall is painted to encourage use away from the football field goal posts. All agreed the Parish Council will see to both of these issues.

157/21 Items for information or next Agenda only - all items for next agenda to be submitted to the Clerk by Thursday 21st October 2021.

158/21 Date of Next Meeting: to confirm the date of the next meeting as 28th October 2021 at 7:30pm.

Meeting Ended : 9:55pm