

BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 25th November 2021 at 7:30pm

Present: Cllr C. Lane (Chairman), Cllr M. Whitehead, Cllr M. Taylor, Cllr D. Robins, Cllr D. Ledger, Cllr R. Pirie, Oxfordshire County Cllr (OCC) N. Simpson, Cherwell District Council Cllr (CDC) D. Hughes & Parishioner D. Parrot.

178/21 Covid-19 precautions taken: The Clerk sanitised the building and made sure it was well ventilated. An attendee register is no longer required since restrictions were lifted on the 19th July 2021.

179/21 Apologies: District Cllr S. Holland.

180/21 Declarations of Interest: Cllr D. Ledger with regards to planning application number 21/03833/TCA in minute reference 189/21/b.

181/21 Public Participation: Parishioner D. Parrot.

182/21 To approve the Minutes of the Parish Council Meeting held on 28th October 2021:
The Minutes were approved by all and signed by Cllr C. Lane.

183/21 Clerks update on action points (not covered in Parish matters):

- Bottle Banks moving – the landowner has drawn up a contract which is now with CDC for review. The paperwork has been sent to CDC legal department and is in hand.
- The Row soakaway has been investigated but they think it might be a problem with the profile of the road. They will return when it has/is raining.
- The Clerk and Chairman are meeting with OCC Highways department to discuss the location of the new Cherry Trees on Tollbrook Corner. Date to be confirmed.
- Salt grit and bins. The Clerk has checked the contents and removed litter from the bind. The Chairman will arrange for the three bins to be filled with fresh grit the week commencing 29/11/21.
- Sanctuary Housing have visited the properties reported to them and now feel the gardens are currently in an acceptable condition. They do not intend to contact their tenants on this matter any further unless the conditions should worsen again. They have assured the Parish Council that they will monitor these properties. No.3 Oxford Road is not one of their properties so the Clerk is to contact environmental health service about the state of the garden as rats are often seen there.
- Operation London Bridge – The Clerk has emailed the Church to request that we work together when the time comes and has prepared the website page. Further instructions are to follow from CDC.

184/21 Oxfordshire County Council (OCC) matters/reports:

- County Cllr N. Simpson reported that he hopes to have a breakdown of costs as quoted by Dave Catling, following a meeting with him on Monday 29th November 2021. He will also ask him to include the costs for the 20mph speed limit. He also advised that a traffic survey will be needed so the Clerk is to send him the most recent one Bletchington Parish Council have by as soon as possible. OCC has set aside £8 million pounds for the new 20mph speed limit initiative and it will soon be confirmed how that will be spent but in all likelihood, Parish Councils will be

expected to pay for the signs and white lines and everything else including the legal fees, will be covered by OCC. County Cllr N. Simpson will provide us with more information when it is available so that we can address our own specific traffic calming needs.

There is a new PCSO who intends to meet with Parish Councils to introduce herself and find out what our concerns are. There are also plans to set up a new Rural Hotline designed to support local farmers.

185/21 OCC Correspondence:

None.

186/21 Cherwell District Council (CDC) matters/reports:

None.

187/21 CDC Correspondence:

None.

188/21 Parish matters:

- a) **Parking on Islip Road** – Mr D. Parrot wrote to the Clerk prior to this meeting to ask if this could be an item on the agenda. He came in response to the Quincotts planning application comments and feedback from neighbours. They are seeking advice from the Parish Council with regards to the best place for parking their cars as they have no appropriate off street parking available. A discussion was had about possible alternatives and an area of private land has been suggested but permission would be required from the land owners. Mr D. Parrot agreed to approach the land owner again and request permission. The Cllrs also took the opportunity to ask if the foliage outside the front of the property could be cut back in order to make the public footpath easier to use and he agreed to look into it.

Parishioner D. Parrot left the meeting at 8:05pm.

- b) **Vacancy** - CDC have confirmed that following Mr A. Jordan's resignation as Councillor, an election was not called for. All agreed to wait until the May 2022 Elections to fill the post. With regards to his position on the Planning Committee, all agreed they are happy for Mr A. Jordan to remain on it if he is happy to do so.
- c) **Cherwell Local Plan** - Bletchingdon Parish Councils response has been submitted to CDC and shared on our website for another to see. No further action.
- d) **Neighbourhood Plan/Parish Plan** – Cllr D. Ledger shared prior to the meeting, the Neighbourhood Plan from Weston on the Green Parish Council and a similar document from Islip Parish Council. He advised that a Neighbourhood Plan is more to do with development and a Parish Plan encompasses everything else. Not using consultants can save a lot of money and it is possible to do it that way although it will be a lot of work and the advice is to get a separate steering group to work on the project, with input and support from the Parish Council. All agreed this is an important thing to do for the Parish as it will protect our Village and its overall character. Cllr D. Ledger agreed he will take some time between now and our next meeting to research further and present his ideas for our best approach to the project.
- e) **Benefactor** – Cllr C. Lane confirmed he will approach Mr M. Webber to ask for an update on the plans for the bus shelter, entrance ways, pub and cherry trees.
- f) **Public Transport** – No further action at this time.

- g) **Communication** – The Clerk reported that Parishioner D. Montrose has stored a template of our Village News article on a free website in a private online account. Therefore, the Parish Council should be able to continue with the new look article without further input from herself.
- h) **Traffic Calming** –
Full width speed humps and 20mph speed limit. Dave Catling has provided an all-inclusive quote which the Clerk has asked to be broken down into the separate jobs. County Cllr N. Simpson will be in touch with more information as soon as possible. In the meantime, the Community Speed Watch signs are ready to be put up. Cllr M. Whitehead confirmed he will take care of this.
Wooden posts – Cllr Lane shared his views on where the posts should be placed opposite the Co-op and all agreed 10 posts should be installed in the locations he suggested. A discussion was also had about putting a planter there but all agreed, not at this time.
- i) **Signage Around the School** – No further news at this time.
- j) **Plastic Footpath** – No further news at this time.
- k) **Enforcement Update** – District Cllr D. Hughes was sent a list of planning queries raised by the Parish Council prior to this meeting. He also contacted Jane Law from the enforcement team and left a message so he will report back to us once he has spoken to her. During this discussion, District Cllr D. Hughes explained that if planning policy allow what has been applied for then an application will get approved, despite any objections raised by Parish Councils. He was also advised on the applications which were not notified to us. He asked for a list of those that we know about, which the Clerk will send to him as soon as possible.
Hedgerows at Tollbrook Corner – Case closed, pending our attempts to re-open the case. The Clerk confirmed there has been no reply from John Howell or his secretary yet, following our information sent for the second time.
The cattle sheds opposite The Rock of Gibraltar. – The mobile home has now been removed so CDC have closed the case.
Ingleby Farm – Under investigation at CDC.
- l) **Replacement Dog Waste Bin on Weston Road & new one at the Stonehouse** - The Clerk has contacted Jake Williams again to request these be installed.
- m) **Tree maintenance – grind out stumps** – The work is now complete so no further action.
- n) **Councillor Priority Funds for the Storage Unit** – No further action at this time.
- o) **Recreation Ground maintenance quotes and repairs to chain link fence** – The Clerk reported that Kompan Ltd have provided us with a quote and two other companies (Miracle Design and Play Ltd and Play Force Ltd) are in the process of sending us one. Cllr C. Lane reported that the chain link fence repairs are now complete but that some gravel boards along the bottom would further support the fence. The area of grass adjacent to the kick wall is in need of repair too and the best material for this use is artificial lawn. Approximately 4m x 3m is 12m squared. Estimated cost £324.00. All approved these additional items should proceed too. In accordance with our Standing Orders, comparative quotes are not required for items costing less than £350.00

p) Maintenance around Village Hall –

The Clerk reported that she has spoken to Mrs R. McNaught, Trustee of the Bletchington Community Foundation (BCF), who has requested some assistance from the Parish Council. It is proving impossible to find any maintenance company willing to cut the grass on such a small area of land so the BCF would like to ask if the Parish Council would be happy to include this area with the other grass cutting jobs the Parish Council arrange in the Village. The BCF would then reimburse the Parish Council for the cost of grass cutting in their area. All agreed in favour of this.

q) Placement of Parish Notice Board – Cllr C. Lane reported that he is still in discussions with the developers to get this resolved.

r) 2022/2023 Budget and Precept requirement – Cllr D. Ledger reported to the Parish Council the draft plans for the 2022/2023 budget.

It was proposed to increase the general administration budget and grounds maintenance budget by 5% to account for inflation costs. The overall impact is an increase of £520.00 which is approximately a 2% increase on last year's precept request.

It was also proposed to re-distribute the allocated funds in the deposit account. £2,500 of funds had been set aside for the entrance ways on each road to alert drivers they were entering a Village. As this cost is now proposed to be covered by our benefactor, it was agreed to move this sum into the Traffic Calming budget which aim to achieve similar results.

There are also some residual funds of £505 from an old Conservation Plan budget which is no longer required and some credit interest of approximately £105 which is also to be moved into the Traffic Calming budget.

Lastly, £1,000 from the Parish Plan budget is to be allocated to our new project, the Neighbourhood Plan. It has not been decided whether or not the Parish Council will employ the services of professional consultants yet which could cost in the region of £10,000 so this will need to be reviewed. But whatever approach the Parish Council take, it was agreed a minimum sum like this would be required for advertising and other expenses likely to be incurred by a volunteer steering group.

All of these proposals for the 2022/2023 budget were approved by the Parish Council.

s) 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 Limited Invoice No. 1621	General Admin	This Minute	£60.00	£12.00	£72.00
Bank TF	S R Partlett Grindforce – Grind out 3 x stumps at the Recreation Ground	Tree works and other open spaces expenses	This Minute	£120.00	£24.00	£144.00

Bank TF	Green Scythe Ltd – Grass cutting in October 2021	Grounds Maintenance	This Minute	£266.00	£53.20	£319.20
Bank TF	Sign Wizzard Ltd – Purchase of Community Speed Watch signs.	Traffic Calming	This Minute	£776.81	£155.36	£932.17
Bank TF	BMN Contracting – Repairs to fence at the Recreation Ground	Tree works and other open spaces expenses	This Minute	£390.00	£0.00	£390.00
Bank TF	BMN Contracting - Gravel Boards to protect the base of the chain link fence	Tree works and other open spaces expenses	This Minute	£216.00	£0.00	£216.00
Card Payment	Broxap – New litter bin for parking area near Village Hall	General Admin	This Minute	£329.00	£65.80	£394.80
Card Payment	Office Furniture Online – Purchase of a 2 draw, fireproof filing cabinet for storing archive records.	General Admin	This Minute	£867.00	£173.40	£1,040.40
Bank TF	Purchase of Wooden Posts	Traffic Calming	This Minute	£260.00	£52.00	£312.00
Bank TF	BMN Contracting - Installation of Posts on Station Road	Traffic Calming	This Minute	£315.00	£0.00	£315.00
Bank TF	Clerks Salary for October, November and December. To be paid on the 30 th December 2021	Clerks Salary	This Minute	£1,388.00	£0.00	£1,388.00
Bank TF	HMRC for Clerk's Income Tax payment. To be paid on the 30 th December 2021	Clerks Salary	This Minute	£52.00	£0.00	£52.00
Bank TF	SLCC – Annual Subscription Fee	General Admin	This Minute	£112.00	£0.00	£112.00

Card Payment	Brother Printer Ink for Parish Office Printer	General Admin	This Minute	£66.23	£13.25	£79.48
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The Direct Debit to BT is due to go out on or just after 23rd November 2021 for £42.00 including VAT.

The Direct Debit to BT will be due again on or just after 23rd December 2021 for approximately £42.00 including VAT.

189/21 Planning Applications-

a) Planning Applications Approved/Refused/Withdrawn:

21/03129/TCA – Mr J Rutt – 1 Blenheim Terrace, Bletchingdon OX5 3DQ – T1 x Rowan, the tree is harbouring an 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. Approved.

21/03511/TCA – Manor Farm House, Islip Road, Bletchingdon OX5 3DP – T1 x Cherry. Fell. T2 x Walnut – Crown reduction up to 2m in height and by 2m in width. Approved.

21/01518/LB – Quincotts, Islip Road, Bletchingdon OX5 3DP – Vault ceilings by removing ceiling partition between first floor and loft. Approved.

b) Planning Applications Received:

21/03618/F – Mr M Lennon – Mymms Cottage, Weston Road, Bletchingdon OX5 3DH – Removal of single storey rear extension and erection of single storey rear extension. No objections.

21/03708/TCA – Neil and Val Verdy – Willow Cottage Nursery, Weston Road, Bletchingdon OX5 3DH – 1 x Birch/Betula – This tree is dead. Client has requested that the remaining canopy and upper trunk be removed to an approximate height of two meters leaving a clear trunk which can serve as a totem style monolith in the communal environment of the nursery. All emerging limbs would be removed. No objections.

21/03833/TCA – Mr Duncan Ledger – 3 Islip Road, Bletchingdon OX5 3DP – T1 x cherry – fell and treat stump. T2 x magnolia – reduce sides up to 1.5m.

21/03866/TCA – Mr Stephen Dunne – Manor Farm House, Islip Road, Bletchingdon OX5 3DP - T1 Elm - Fell, T2 x Maple - Fell, T3 x Elm - Fell, T4 x Hawthorn - Fell, T5 x Maple - Fell, T6 x Hawthorn - Fell, T7 x Hawthorn - Fell, T8 Acer - Fell, T9 x Maple Field Acer - Fell, G1 no.8 Douglas Fir - Fell. Objections:

We should be planting more new trees and saving others in this village, not destroying perfectly good trees.

These trees are in the conservation area, one of which is a 400 year old oak tree. There is no need for it especially as it is a farm track along a public footpath.

According to local wildlife specialist there were 62 species of wild flower along that track which he has destroyed with a digger.

The Parish Council would like to know what the bigger picture is here before agreeing to anything on that plot. The application does state that over 20 new trees will be planted but doesn't mention what type or where. What are the applicant's

intentions as he is clearly building an access road but for what purpose? There has also been significant clearing of brambles, clearing of ditches and cutting of hedges which feels like a precursor to something much more significant. All agreed it would be prudent to invite Mr Dunne to our next meeting in order to discuss his plans as a whole. The Clerk will send an invitation.

190/21 Other Correspondence Received:

- a) John Howell Newsletter. Shared with all, no further action.
- b) An email from the Zero Hour campaign group to thank you for your support and asking if we would share our support on our website or newsletter.

191/21 Report from meeting/Any Other Business:

- With regards to the parking spaces that run alongside the School, a discussion was had about certain vehicles not moving all day and therefore not allowing the visitors who use the local shop to park there. Should we have a sign put up asking people not to park in those spaces for more than 30 minutes? Or would it be best to speak to the residents first? It was agreed that the Parish Council should approach the residents in the first instance and Cllr C. Lane offered to do so.
- Prior to Covid-19, the Parish Council were going to arrange for a training course on defibrillators to be made available for any residents who wished to attend. Cllr C. Lane suggested that whilst waiting for the pandemic to improve to allow such a course to proceed, a poster with instructions on how to use a defibrillator and where to find them in the village should be placed in the notice boards and on our website. All agreed this was a good idea and the Clerk will arrange this.
- Cllr M. Whitehead reported concerns about the land behind Station Road where the old Village Hall was located. This land is owned by CDC but is not well attended to and there is an abandoned car there. If the land was levelled off and tidied up, it would be a good area for residents to use for parking. The Clerk is to report this to CDC.

192/21 Items for information or next Agenda only - all items for next agenda to be submitted to the Clerk by Thursday 30th December 2021

193/21 Date of Next Meeting: to confirm the date of the next meeting as 6th January 2022 at 7:30pm.

Meeting Ended : 9:55pm.