

BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 30th March 2022 at 7:30pm

Present: Cllr C. Lane, Cllr M. Whitehead, Cllr M. Taylor, Cllr D. Robins, Cllr D Ledger, Oxfordshire County Cllr (OCC) N. Simpson, and Parishioners A. Maclachlan, A. Hope, V. Robins and S. Dunne.

033/22 Covid-19 precautions taken: The Clerk sanitised the building and made sure it was well ventilated.

034/22 Apologies: Cllr R. Pirie and District Cllr D. Hughes.

035/22 Declarations of Interest: None.

036/22 Public Participation: Parishioners A. Maclachlan, A. Hope and V. Robins.

037/22 To approve the Minutes of the Parish Council Meeting held on 23rd February 2022:
The Minutes were approved by all and signed by Cllr C. Lane.

038/22 Clerks update on action points (not covered in Parish matters):

- The Row soakaway has been investigated again and the clerk is waiting for their follow up report.
- The Road Sweeper came on the 15th March 2022. No further action.
- The clerk reported the sign which was under cover of overgrown trees. Highways investigated and said the problem is not bad enough to do anything about yet.
- There is still no response from Manco which the clerk chased again on the 23rd March 2022. The clerk is to chase through Dave Catling from now on.
- The 2 new signs for around the Co-op have arrived. They just need to be erected. Cllr C. Lane confirmed he will arrange this.
- With regards to planning application 21/02214/F, the letter from Roy Dale was sent to the planning officer.
- The clerk contacted the Bletchingdon Community Foundation (BCF) about installing electrical charging ports for cars in car park. The chairman replied to confirm it will be discussed at their next meeting, in early April.

039/22 Oxfordshire County Council (OCC) matters/reports:

- County Cllr N. Simpson reported that the next meeting is planned for the 5th April 2022, after which he will have more to update us with.
- He met with the Headmistress of Bletchingdon School to investigate the dangerous hedge issue. The cost to replace these hedges is between £7,000 and £8,000 which the school has no budget for. Due to the health and safety risks to the children, County Cllr N. Simpson is hopeful that OCC will be able to fund this necessary work. He will let us know more in due course.
- He also confirmed he will chase Dave Catling for the information we are still waiting for.
- The vegan motion was passed at cabinet and they are looking at the carbon footprint of where all their food comes from, with a view to keeping it local.

7:40pm: Cllr M. Whitehead arrived.

040/22 OCC Correspondence:

None.

041/22 Cherwell District Council (CDC) matters/reports:

- None.

042/22 CDC Correspondence:

- a) The Cherwell Parish Bulletin update. No further action.
- b) An email from Lydia Avann about a Jubilee grant available. No further action.
- c) An email from Kevin Larner about 'Home for Ukraine', with a follow up email.
- d) An email from Siddique Ahmed asking the Parish Council to complete a survey about the recreation ground. The clerk is to ask R. Newnham to complete this.

043/22 Parish matters:

- a) **Green Bletchingdon proposal** – Parishioner A. Maclachlan reported on behalf of the Green Bletchingdon group. They have a proposal to plant some new trees as part of the Queens Green Canopy, for the benefit and enjoyment of the whole village. A discussion was had and in principle, the Parish Council are in support of this proposal, subject to a suitable location being found and the agreement of the landowner. Cllr C. Lane will contact N. Mould about the Duchy land behind the allotments to see if this area might be a possible location.

7:55pm - Parishioner V. Robins left the meeting.

- b) **Bletchingdon Bus Service** – Parishioner A. Maclachlan reported about the issues around retaining our bus service and some possible, short term solutions. A discussion was had about the options available to us and it was agreed that the first step is to establish whether or not the \$106 money being held by OCC to go towards the cost of an evening bus service, can be changed to help fund the day time service. Parishioner A. Maclachlan will ask this question and let us know.

8:07pm – Parishioner A. Hope left the meeting and Parishioner S. Dunne arrived.

- c) **Bletchingdon School Hedge replacement** – The Parish Council will wait to see what help OCC can give the school to replacing the dangerous hedges before any further action is taken by the Parish Council.
- d) **Neighbourhood Plan/Parish Plan** – Cllr D. Ledger reported that the committee have now met with Hampdon Poyle to see if they would like to join forces but because they are a 'Parish Meeting', they need to consult with the residents before making their decision. Once this is known, the options around funding and support required to complete a neighbourhood plan, can be finalised.
- e) **Benefactor** – Cllr C. Lane reported that the new trees on Tollbrook Corner have now been planted. A letter of thanks from the Parish Council is to be sent to both the benefactor and J. McNaught who planted the trees, by the clerk. All agreed a letter to M. Webber enquiring about progress with one of the entrance walls should also be sent. The clerk will write this letter also.
- f) **Communication** – All approved the latest article for the Village News.

g) Traffic Calming –

Full width speed humps – The clerk is to continue chasing Dave Catling for this information and County Cllr N. Simpson confirmed he will also chase for this information as the time this is taking is not acceptable.

Speed limits – The application is still pending Highways OCC.

h) Plastic Footpath – No further news at this time.

i) Enforcement Update –

Ingleby Farm – Under investigation at CDC.

j) Replacement Dog Waste Bin on Weston Road – Cllr C. Lane confirmed he will contact Jake Williams again to request this job be completed as soon as possible.

k) Councillor Priority Funds for the Storage Unit – Cllr C. Lane reported that the ground behind the Sports and Social Club needs to be cleared first before a storage unit can be purchased. Also, with rising costs, the money currently allocated is not sufficient to make this purchase. Therefore, all agreed we should use the new allocation of Councillor Priority Fund available to us, to apply for additional funding to cover the increase of cost. The clerk will complete the application form.

l) Recreation Ground maintenance and installation of artificial lawn – The clerk reported that she has received confirmation from Kompan Limited that they will be coming on the 9th May 2022 to complete the playground work. Cllr C. Lane reported that the Sports and Social Club would prefer to hire someone to install the artificial lawn and will be contacting the charity for support in funding. Cllr C. Lane will speak to R. Newnham and see about obtaining a few quotes to see if the Parish Council can also help fund the installation.

A discussion was then had about the kickwall which has still not been painted.

Parishioner A. Jordan had previously agreed to do this so Cllr M. Whitehead will contact him and see if he is still planning on doing so.

m) Maintenance around Village Hall – No further action at this time. The clerk confirmed that Green Scythe Limited will attend the village in early April 2022.

n) Placement of Parish Notice Board – Cllr C. Lane reported that despite several requests, the developers will not move the noticeboard to the originally agreed position. Therefore it will remain in its current position. No further action.

o) Election – The clerk confirmed the dates and process for submitting the Cllrs nomination papers and will be there to support if any questions arise.

p) Jubilee Plans – A discussion was had about whether or not the Parish Council should proceed with a beacon/bonfire and/or any other plans. With regards to a beacon/bonfire, the only suitable location would be at Cllr C. Lanes farm and as the Sports and Social Club have confirmed they are not planning any events that weekend, it would be a long way for people to come and is likely to be unpopular. As the School hope to do something which would be available to the whole village, the Blacks Head Pub has plans for the Jubilee weekend and the Church is also considering an event after their Sunday service that weekend, it was agreed that there are enough opportunities for people to celebrate without the need for the Parish Council to add any extra events which could conflict with those that already exist. It was also agreed that the Parish Council will offer any support as required to those who are making plans.

- q) Planning Meeting** – Cllr D. Robins and Cllr M. Whitehead confirmed they will try to find a time when they can meet with CDC Planning Department and report back to the Parish Council next month.
- r) Risk Register** – The risk register was reviewed by all and approved for the year.
- s) Standing Orders** – The ‘Standing Orders 2018 for England (revised in 2020)’ was reviewed by all. Cllr D. Ledger proposed that we adopt these with effect from the 1st April 2022 and all Cllrs agreed with this motion.
- t) Financial Regulations version 2019** – The 2019 version of the Financial Regulations was reviewed by all. Cllr D. Ledger proposed that we adopt these with effect from the 1st April 2022 and all Cllrs agreed with this motion.
- u) Finance** – The following payments itemised on the payment schedule for March 2022 were all approved by the Parish Council.

Method	Payee and Reason	Budget	Minute Ref	Amount	VAT	Total
Debit Card	2 x Custom Parking Signs – Value Products Ltd	General Admin	022/22	£54.50	£10.90	£65.40
Bank TF	OALC – Annual Membership Fee	General Admin	This Minute	£184.16	£36.83	£221.00
Bank TF	Fiona Mason – Clerks Salary for January, February and March 2022	Clerks Salary	This Minute	£1,388.00	£0.00	£1,388.00
Bank TF	HMRC – Income Tax payment	Clerks Salary	This Minute	£52.00	£0.00	£52.00
Bank TF	K J Cleaning Solutions Limited Invoice No. 1699	General Admin	This Minute	£60.00	£12.00	£72.00
Debit Card	Data Protection Fee	General Admin	This Minute	£40.00	£0.00	£40.00

The Direct Debit to BT is due to go out on or just after 23rd March 2022 for £42.00 including VAT.

044/22 Planning Applications-

- a) Planning Applications Approved/Refused/Withdrawn:
- 21/04103/F – Nick Cox Architects – Park View Cottage, Church End, Bletchingdon OX5 3DL – Withdrawn.
- 21/04277/F – Mymms Cottage, Weston Road, Bletchingdon OX5 3DH – Ground floor living room window cill lowered SE elevation; existing windows replaced with flush casement windows; external works to side/rear garden including low level retaining walls (approximately 500mm high). Approved.
- 22/00080/F – Coleman Hicks Architects – Stockyard Buildings, Station Road, Enslow – Extension to existing stockyard building to house equipment for an automatic calf feeder. Approved.

22/00143/F & 22/00144/LB – Mr A Jordan – The Malt House, Weston Road, Bletchingdon OX5 3DH – Installation of a garden gate into the existing garden wall to provide rear garden access from the adjacent footpath. Approved.

b) Planning Applications Received:

22/00695/LB – Mr Ian & Mrs Claire Jones – London House, Islip Road, Bletchingdon OX5 3DP – Listed building consent for first floor vaulted ceiling insulation. No objections.

22/00724/F – S Dunne – Manor House, Islip Road, Bletchingdon OX5 3DP – Agricultural storage building. There were a number of concerns raised by the Planning Committee which was discussed with Parishioner S. Dunne. Based on the advice of the Parish Council, he has agreed to make some amendments to his application. On that basis, the Parish Council have no objections.

20:55pm: Parishioner S. Dunne left the meeting.

22/00705/TCA – Mrs Cadwallader – The Old Rectory, Weston Road, Bletchingdon OX5 3DH - G1 x 8 conifers - fell due to poor form, extensive limb and storm damage, close proximity to road. In response to Highways letter. G2 x 5 Larch - Fell due to poor form, extensive limb and storm damage, basal decay, close proximity to road. In response to Highways letter. G3 x 5 sycamore - fell due to poor form tip damage, close proximity to road. In response to Highways letter. All trees will be replaced with more suitable broad leaf wood species (beech) to match well established trees on site. Further replanting also planned to re-establish copse. No objections.

22/00622/F – The Bletchingdon Park Estate c/o Perdix Partnership – Park View Cottage, Church End, Bletchingdon OX5 3DL – Demolition of existing cottage and rebuilding of a new cottage. Comments: The Parish Council support this application on the understanding that this is deconstruct and rebuild on the same size footprint, retaining as many of the original materials as possible.

045/22 **Other Correspondence Received:**

- a) John Howell Newsletter. Shared with all, no further action.
- b) An email from CPRE inviting us to attend a workshop to explore the current and future threats to the Oxford Green Belt. (5th April 2022 2-4pm). No further action.
- c) An email from Elizabeth Shatford about the Oxford Green Belt Network about what they do and offering us an annual subscription. No further action.
- d) An email from Bill Taylor about the Bottle Banks. Cllr C. Lane and M. Taylor will respond to Bill Taylor. The clerk is to chase CDC about getting the bottle banks moved and to request that they be emptied more frequently.
- e) An email from Tim Adams on behalf of his client with regards to plans to establish a new area of woodland within the client's farm. The clerk is to reply to confirm the support of the Parish Council.
- f) An email from Bethany Gorton about progress on her requests. The clerk is to reply and let her know the signs will be going up shortly.
- g) An email from Mike Seaton, Co-op Manager, with regards to the problems they are incurring from the new bin by the parking bays. No further action.
- h) An email from James Groves with regards to the land behind the houses on Oxford Road. The clerk is to reply and thank Mr Groves for informing the Parish Council of

the situation, to let him know that regrettably there is nothing the Parish Council can do at this stage but that we will monitor the situation.

- i) An email from Malcolm Shead with regards to the development at Duchy Field. Cllr C. Lane will speak to N. Mould about the development to find out when it will be back on track. Cllr C. Lane did report that storm damage had caused things to stall. The clerk is to reply to Mr Shead.

046/22 Report from meeting/Any Other Business:

- Biomist Spray to cease? All agreed, the biomist spray at the recreation ground can now cease. The clerk is to let K J Cleaning Service Limited know.

047/22 Items for information or next Agenda only - all items for next agenda to be submitted to the Clerk by Wednesday 20th April 022.

048/22 Date of Next Meeting: to confirm the date of the next meeting as 27th April 2022 at 7:30pm at the Village Hall.

Meeting Ended: 9:30pm.