

BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 29th June 2022 at 7:30pm

Present: Cllr C. Lane, Cllr M. Taylor, Cllr D. Robins, Cllr M. Whitehead, Cllr R. Pirie, Cllr D. Ledger, District Cllr G. Coton, District Cllr A. Patrick, Oxfordshire County Cllr (OCC) N. Simpson, Parishioner P. Goodwin & daughter, Parishioner N. Morris and Mr Colin Griffiths of Satnam Investments Ltd.

082/22 **Apologies:** None

083/22 **Declarations of Interest:** Cllr C. Lane declared an interest with regards to minute reference 086/22.

Cllr D. Ledger declared an interest with regards to minute reference 094/22 and the correspondence from the Church Warden.

084/22 **Public Participation:** None.

085/22 **To approve the Minutes of the Parish Council Meeting held on 11th May 2022:** The Minutes were approved by all and signed by Cllr C. Lane.

086/22 **Satnam Investments Limited presentation by Mr Colin Griffiths:**

Due to the Chairman declaring an interest in this agenda item, Cllr C. Lane asked Cllr D. Ledger to take over as Chair until this item on the agenda is concluded. Cllr D. Ledger accepted and the remaining Cllrs approved this motion.

- Mr C. Griffiths presented potential, future plans for new development in the village, in the area located behind Valencia Close around to the allotment, totalling 11 hectares. He highlighted the fact that this is nowhere near the planning application stage at the moment but thinking to the future of the village and where potential expansion could be made away from the conservation area. He proposed that the total development could include between 100-150 houses but that this would likely be a phased development over 5, 10, 15 or even 20 years. Their design includes a mixture of homes with at least 30% affordable housing, plus a nursing home or specialist elderly accommodation and new open space within the site. They are aware this area is within the greenbelt but they will be asking CDC that this area be changed.

7:42pm Cllr M. Whitehead arrived.

Following the presentation, the Cllrs were invited to ask any questions. There was a long discussion to cover all of their questions. There is currently no design code but he explained it would likely mirror the style of the Duchy development. There was a challenge over the need for more elderly accommodation when Oxfordshire already has more than required. There is likely to be a subsidy from the development that could be used to provide funding for public transport. This area was offered following CDC's request for potential development sites and with the need for more housing plus the facilities already available in Bletchingdon, they will be using these reason to request developing in the greenbelt. This proposed development is potentially 2 and a half times larger than the Duchy development so therefore could we expect 2 and a half times the facilities? They would like to hear

from us what we would like for the village to make it better. The correct infrastructure is crucial but he explained that they are not at that stage yet. The School would also need to be consulted with regards to catchment and space. The next stage will be referring to the local plan, before submitting a site allocation document proposal, before then going to a public consultation once a positive site allocation has been achieved. All of which is likely to occur during the next 9-12 months. Mr C. Griffiths confirmed he will forward a copy of his presentation to the Parish Council for our reference. Mr C. Griffiths was thanked for his time and the agenda item was concluded.

8:06pm – Mr C. Griffiths left the meeting.

Cllr C. Lane took over as Chair and thanked Cllr D. Ledger for stepping in temporarily.

087/22 Clerks update on action points (not covered in Parish matters):

- The clerk attended a virtual meeting about the Oxford Transport Plans and shared their advice with regards to our bus service, which was not helpful.
- The annual insurance policy has been activated and paid for.
- Prior to the meeting, the clerk shared an updated copy of the allocated funds budgets for approval by Cllrs. All agreed in principle as the final costs for each of the projects are not yet confirmed.
- The AGAR forms have been submitted to the external auditors and the notice displayed.
- There were a few issues raised at the APM such as kerb stones to be reported and street lights on Weston Road and Station Road, which have been dealt with.
- The clerk shared the response from Sanctuary housing with regards to 22 St Giles. No further action at this time but it will continue to be monitored.
- The clerk reported that there has been no further contact from either the Gas Company or CDC with regards to the bottle bank location. All agreed that the clerk should chase both companies for an update.

088/22 Oxfordshire County Council (OCC) matters/reports:

- With regards to bus travel, County Cllr N. Simpson reported that he has met with representatives and he keeps pushing on trying to save our bus service with our MP's. He is asking Diamond (the bus company) for all of their data. He is aware that we need to find the funding. There is a full council meeting next week and he confirmed he will inform them of the need for this service as it is always full, standing room only at times and therefore cannot be allowed to cease.
- He reported that more and more Ukrainian families are starting to arrive in the local area.
- There is no update on the Ardleigh Freight plans at the moment.
- The new chair is set to visit the travelling community and may also visit local farms.

089/22 OCC Correspondence:

- a) An email from Wild Oxfordshire and CPRE Oxfordshire with a copy of CPRE's Hedgerow report. No further action.

090/22 Cherwell District Council (CDC) matters/reports:

- District Cllr G. Coton reported that District Cllr A. Patrick is closely following the concrete planning application. The case has been pushed back to August now.

- There will be temporary traffic lights on the bridge in Islip from the 4th July 2022 as a trial run.
- There are a number of events being hosted by CDC in the summer for families to enjoy.
- There is also funding available for anyone who may need village hall repairs or improvements.

091/22 CDC Correspondence:

- a) Cherwell Parish Bulletin. With regards to the new Code of Conduct being recommended, the Cllrs agreed to read thoroughly prior to the next meeting.

092/22 Parish matters:

- a) **The Row** – Cllr D. Ledger shared his thoughts and a draft letter with everyone prior to the meeting. This letter is to Green Square Accord requesting a meeting to reconsider their plans and explain our objections to them. District Cllr S. Holland has been informed and District Cllr A. Patrick is supporting this. All approved the letter to be sent on behalf of the Parish Council which will also be copied to MP John Howell, Yvonne Rees as well as all of our local Cllrs. He also reported that he is asking for someone to come to meet with the residents of The Row, to explain their rights to them. Cllr C. Lane thanked Cllr D. Ledger very much for all of his hard work.
- b) **Green Bletchingdon** – Cllr Lane reported that the contact details requested by the group have been passed on and we await further contact from them.
- c) **Bletchingdon Bus Service** – No further information at this time.
- d) **Bletchingdon School Hedge replacement** – No further news at this time.
- e) **Neighbourhood Plan (NP)** – Cllr D. Ledger shared with everyone prior to the meeting, a report detailing the progress made so far by the Neighbourhood Plan Steering Group. Hampdon Polye/Gay have agreed to join with Bletchingdon to create one, joint NP for both parishes. He also shared a draft letter for everyone to see, which will begin the 13 week application process. All approved sending this letter on behalf of the Parish Council. There is currently £10,000 allocated in the reserves for this plan however all agreed, it is likely more will be needed in the future so that will need to be addressed in due course.
- f) **Benefactor** – Cllr C. Lane reported that Mr P. Lawson is happy to act as liaison for us. Therefore, should we ask for an update? All agreed this would be a good idea.
- g) **Communication** – The clerk asked for items to be included in the next village news. All agreed that updates on the adult gym, the new play area and the bus service should be included. County Cllr N. Simpson offered to have his email address included in the article with regards to the bus service so that people can email him directly with their comments.
The NP will be a separate article written by the NP steering committee.
- h) **Traffic Calming** –
Full width speed humps – The clerk is to chase Dave Catling again for a further breakdown and County Cllr N. Simpson said he would chase again too.
20 MPH Speed Limit – The application is still pending Highways OCC.
- i) **Plastic Footpath** – No further news at this time.

j) Enforcement Update –

Ingleby Farm – Under investigation at CDC.

New House, St. Giles – Cllr C. Lane reported the response from CDC which was shared with everyone prior to the meeting. It was agreed by all that the details of the work that is going ahead, which looks different to the plans submitted and approved, will be forwarded to the enforcement officer for the purpose of making sure that what is happening is permitted. District Cllr A. Patrick will oversee this too.

- k) New Storage Unit** – Cllr C. Lane reported that the Sports and Social Club (SSC) have obtained a quote for preparing the land where the new storage will go, which was between £7 & £8,000 and all agreed this is too much for the PC to spend. Cllr C. Lane believes there is an alternative option which will cost c£1,000 to level the site making a total cost of £4,500, including the storage unit itself. There is currently £2,500 allocated for this so the clerk was approved to use the Councillor Priority Fund to apply for the remaining funds required.
- l) Recreation Ground maintenance and installation of artificial lawn** – Cllr C. Lane reported that a number of delays in obtaining the parts required means that they are unlikely to complete phase 1 or phase 2 before August 2022 but he will continue to push to speed that up.
- m) Maintenance around Village Hall** – No further action at this time.
- n) Vacancy** – It was decided to discuss this agenda item at the end of the meeting due to the fact that our proposed candidate was present. All agreed.
- o) Planning Meeting** – Cllrs D. Robins and M. Whitehead have had their meeting with CDC Alex Chrusciak. During the meeting, he explained that retrospective planning applications have to be dealt with in the same way as standard planning applications and his best advice is to continue to respond as best as we can.
- p) The Slipe** – The clerk wrote to Bletchington Community Foundation (BCF) to ask about The Slipe maintenance and future plans. Their response was shared with everyone prior to the meeting. All agreed the clerk needs to respond to the BCF and push for action. It was noted that there is a large sum of money set aside by the BCF for The Slipe and all costs associated with it. A draft letter is to be shared with all for approval, before sending. A discussion was then had about the trees along Oxford Road, at the allotment. The BCF need to apply for a TPO in order to trim them back, which has not been done yet. Cllr M. Taylor will ask the charity if they would support the tree work financially. A question was then raised about the Horse Chestnut trees on the footpath, between the church wall and the graveyard. Cllr C. Lane will ask Mr P. Lawson if Mr A. Stern is responsible for those trees. There are a number of large tree limbs that look as though they need attending to.
- q) Finance** – The following payments itemised on the payment schedule for June 2022 were all approved by the Parish Council.

Method	Payee and Reason	Budget	Minute Ref	Amount	VAT	Total
Bank TF	BHIB Ltd – Annual Insurance Policy Payment	Insurance	This Minute	£771.00	£0.00	£771.00

Bank TF	Blackshead – Jubilee Grant	S106 and Other	This Minute	£460.00	£0.00	£460.00
Debit Card	Stationary Order - Amazon	General Admin	This Minute	£77.39	£15.48	£92.87
Debit Card	Stationary Order – Amazon	General Admin	This Minute	£27.46	£5.49	£32.95
Debit Card	Stationary Order – Amazon	General Admin	This Minute	£2.50	£.50	£3.00
Bank TF	Green Scythe Ltd – Grass cutting for April 2022	Grounds Maintenance	This Minute	£711.58	£142.32	£853.90
Bank TF	Fiona Mason – Clerk Salary for April, May and June 2022.	Clerk's Salary	This Minute	£1,584.40	£0.00	£1,584.40
Bank TF	HMRC Payment for Clerk's Income Tax	Clerk's Salary	This Minute	£101.60	£0.00	£101.60
Bank TF	Green Scythe Ltd – Grass cutting for May 2022	Grounds Maintenance	This Minute	£653.58	£130.72	£784.30

The Direct Debit to BT is due to go out on or just after 23rd June 2022 for £45.7 including VAT.

093/22 Planning Applications-

- a) Planning Applications Approved/Refused/Withdrawn:
 - 22/01024/F – Manor House, Islip Road, Bletchingdon OX5 3DP – Erection of a 2 storey extension to dwelling. Approved.
 - 22/01117/LB – Quincotts, Islip Road, Bletchingdon OX5 3DP – Re-instating the original timber stud wall in the living room. First floor floorboards to be lifted, levelled and re-laid. Work to replace rotten boards and level off the rest to make safe and construct a proper floor surface, capable to taking the weight of a bath in bathroom 2. Refused.
 - 22/00622/F – Park View Cottage, Church End, Bletchingdon OX5 3DL – Demolition of existing cottage and rebuilding of a new cottage. Approved.
- b) Planning Applications Received:
 - 22/01464/TCA – Mrs Cadwallader – The Old Rectory, Weston Road, Bletchingdon OX5 3DH – T1 x Tree of Heaven – reduce by up to 3 meters due to storm damage and decay points. Remove dead wood and damaged branches. No objection.
 - 22/01483/TCA – Mrs Saint – Wood Cottage, Weston Road, Bletchingdon OX5 3DH – T1 x Bay – remove stem on client side of fence to ground level. T2 x Copper Beech – remove 5 lower branches. T3 x Bay – reduce un-balance side of tree by 1.5 meters to improve form. Reduce client side by up to 2 meters to reduce overhang and clear utility line. No objection.
 - 22/01392/DISC – Bletchingdon Park Estate, Bletchingdon Park House, Springwell Hill, Bletchingdon OX5 3DW - Discharge of conditions 4 (Written Scheme of Investigation) 6 (method statement for adjoining alterations), 7 (Structural Engineers report), 8 (central water feature), 9 & 10 (natural pool method statement), 11 (works to haha?), 12 (stonework repair), 13 (external surfacing work), 14 (terrace & steps

method statement), 15 (icehouse) and 19 (Design Code and Method Statement) of 18/01969/F. No objection.

22/01507/REM – Mr Roy Dale – Station House, Station Road, Enslow, Kidlington OX5 3AX - Reserved matters for application number 20/02372/OUT - approval of condition 1 (landscaping as existing) and 5 (Desktop and site wall over report phase 1). No objection.

22/01640/LB – Ms Tania Ruck Keene – 1 Bletchingdon Park Stables, Church End, Bletchingdon OX5 3DN – Internal alterations to services and internal alterations to internal chimney breast. No objection.

21/02529/F – Mr Paul Bagnall – Stockyard Buildings, Station Road, Enslow – Change of use of agricultural stock building to create a new retail farm shop proposal within the footprint of the existing stock building bar the main entrance. No objection.

094/22 Other Correspondence Received:

- a) John Howell Newsletter. Shared with all, no further action.
- b) An email from Susan Morrissey with the plans to expand Marlborough School. Bletchingdon Parish Council support these plans.
- c) An email from Paula Godwin asking about our 250 Bus Service, who attended the meeting tonight. The clerk will send a follow up email.
- d) An email from Shane Evans with regards to waste bins at the new playground. The clerk is to contact CDC to enquire if they will be able to include these in their waste collection service. If not, the developers are responsible for the site until it is signed over to Manco. Cllr M. Whitehead reported that a manhole cover was missing in the playground with no barrier to protect people or children from falling into it. The clerk is to report this.
- e) An email from Bethany Gorton with suggestions to resolve the issues she is having outside her house. The clerk is to reply to her.
- f) An email with the minutes from the Kidlington Community Forum. No further action.
- g) An email from Judith Niner explaining her plans to put together a proposal for a new footpath from Kirtlington to Bletchingdon. The clerk is to reply with the contact details of the land owner as requested.
- h) An email from Elizabeth Hodgson about the dog waste bin on Weston Road. All agreed to monitor the situation and see if a larger, replacement bin is required or not.
- i) An email from Ian and Kathy Gedling asking for a grant towards the cost of printing the Village News. All agreed a donation to match that of last year's donation of £400.00. The Council has used the powers under Section 137 of the Local Government Act in order to grant this donation.
- j) An email from Richard Ormiston-Rees with feedback with our suggestion of installation of adult gym equipment in the village. Cllr D. Ledger confirmed he will reply to him.
- k) An email from the Church Warden asking for a grant towards the cost of grass cutting at Bletchingdon Church. All agreed a donation to match that of last year's donation of £800.00. The Council has used the powers under Section 137 of the Local Government Act in order to grant this donation.

095/22 Report from meeting/Any Other Business:

- Is Miss Hodgman's area of land at the Spinney a possible location for new trees to be planted? All agreed this could be but that we should wait to hear from Green Bletchington as to which area they choose to use. The clerk will write to ask and let them know the PC will clear the area for them if they wish.
- Solar farm for the village? A suggestion raised at the Annual Meeting of the Parish (APM). This was discussed but at present, no suitable location can be thought of and there are no PC funds available either.
- A request to move the October meeting forward a week from the 27th October 2022 to the 20th October 2022 was received and approved by all.
- The parking along Weston Road outside the nursery around 6pm was raised at the APM. All agreed to monitor the situation to see if it improves once the work at the Old Rectory is finished. The only other thing the PC can do is write to the nursery.
- Cllr M. Taylor confirmed he attended the latest Airport meeting.
- With regards to the Duchy development, the last two houses are severely damaged. They need to be deconstructed to make repairs before they can be finished. This will cause delays until at least the end of this year.
- Cllr R. Pirie and Cllr C. Lane attended the most recent CDC Liaison meeting. It was agreed to support and submit the survey with regards to Green and Blue Infrastructure.
- The clerk is to write to the Village Hall and request the meeting room is cleaned.
- A letter is to be written by the clerk to request Quincotts cut back their hedge and foliage as the footpath is not accessible anymore and a reminder about not parking on the grass verge.
- As agreed earlier in the meeting, a discussion was had with regards to the vacancy. All agreed to invite Ms Morris to join the Parish Council and that the clerk will draft a letter offering her the position and invite her to our next Parish Council meeting.

096/22 Items for information or next Agenda only - all items for next agenda to be submitted to the Clerk by Thursday 21st July 2022.

097/22 Date of Next Meeting: to confirm the date of the next meeting as 28th July 2022 at 7:30pm at the Village Hall.

Meeting Ended: 10pm.