

MINUTES - DRAFT

For the meeting of Parish Council, held on Wednesday, 6th October 2021

Meeting Number 21.372

Public Participation

A presentation and discussion session was held with three representatives from Framptons Planning and Tritax Symmetry regarding the Siemens Healthineers site proposal at Symmetry Park Oxford North.

21.372.1 Apologies for Absence

Councillors Bohm (DB), Davis (SD), Stafford Allen (RSA), Donne (HD), Mullane (NM) and Whitfield (RW) were all present.

Councillor Nigel Simpson (Oxfordshire County Council) was in attendance for the duration of the meeting and Councillor David Hughes (Cherwell District Council) was in attendance for part of the meeting. There were two members of public in attendance.

21.372.2 Declarations of Interest

NM declared an interest in planning application 21/03167/TCA which related to Oak View, North Lane. HD had also declared an interest in the Siemens Healthineer project as his company are an investor in Tritax Symmetry.

21.372.3 To Receive & Approve: Minutes of the Parish Council meeting held on 1st September 2021 (DB)

The minutes of the Parish Council meeting held on 1st September 2021 were discussed with no changes required.

The minutes for the Parish Council meeting held on 1st September 2021 were then moved by DB and seconded by SD. The motion was supported unanimously by the Council.

Action: Clerk to present minutes to Chair to sign, then file and upload to the web.

21.372.4 To Note: Minutes of the Extraordinary Parish Council meeting held on 28th September 2021 (DB)

The minutes for the Extraordinary Parish Council meeting held on 28th September 2021 were noted with no amendments required.

Action: Clerk to present minutes to Chair to sign, then file and upload to the web.

21.372.5 For Information: Chairs Comment

DB commented that we are currently in the middle of three major consultations which have required a lot of reading and deep thinking across the team to provide coherent responses that reflect all three Parish Council core values. Increased pressure and concern around B430 was also highlighted.

In October 2021, DB will be attending the Oxfordshire County Council workshops which will introduce the new nine County Council priorities and will explore what they may mean for people locally.

Minutes

Approved:.....Dated.....

21.372.6 For Information: Clerk report (Clerk)

The clerk highlighted a report provided to the Council which confirmed that all the required documents to highlight the conclusion of the external audit review (FY 2020-21) have been placed on the website and noticeboard. The clerk also mentioned that discussions are ongoing regarding highways issues in the village and a number of potholes have been identified for repair.

The Council thanked the volunteers who undertook work on the North Lane pond in September. A new bench has now been placed alongside the pond, purchased using a grant received from the Containing Outbreak Management Fund.

The clerk confirmed that the Parish Council had received £500 from Duchy of Cornwall for playing field fence works and the second half of the precept payment from Cherwell District Council (£11,267.42).

A new salt bin for the junction of Knowle Lane and B430 has again been ordered and the clerk has been informed this bin will be provided for free, due to the previous inconvenience caused. The Westlands Avenue and Church Road salt bins will also be refilled.

The clerk requested the Council to send through any inputs to the budget for the next financial year.

21.372.7 For Information: Presentation from Framptons Planning on Siemens Healthineers site proposal at Symmetry Park Oxford North

This item was covered within the public section of the meeting.

21.372.8 For Information: District and County Councillor updates

Councillor Hughes provided an update on a number of items from Cherwell District Council (CDC):

1. Southfields Development – Councillor Hughes confirmed that ownership of the site had changed hands. The Council highlighted previous concerns around sequencing and working practices on the site and do not want a re-run of the same problems. Councillor Hughes suggested contacting Jane Law from enforcement or building control with any issues and also requested to be copied into any problems.
2. Councillor Hughes has spoken to the planning department regarding the Oak Tree footpath application and reported things will proceed once all paperwork has been received.
3. The Manor Hotel issues – Councillor Hughes has been contacting people at CDC regarding this issue.
4. Ben Jonson application – this is reportedly going to planning committee before the end of the year. The Council were encouraged to highlight any specific comments to Councillor Hughes who can raise them verbally at the meeting. The Parish Council can also request to speak at the meeting.

Councillor Simpson provided an update from Oxfordshire County Council (OCC) highlighting the following:

1. Councillor Simpson has chased up about the footpath and ditch clearance and is still awaiting a response. The issue will be escalated if a response is not forthcoming by Friday 8th October 2021.
2. Councillor Simpson also highlighted that support will be provided to reduce the speed limit on B430 to 30mph, however he highlighted that it is a relief road from A34.
3. It was commented that villages will need to push for Section 106 monies from the Siemens Healthineers application if it proceeds.
4. Councillor Simpson is part of the pupil scrutiny committee and enquired if there were any playgroups in the village. These are considered a key activity before children start school where midwives and health visitors can attend. He will keep the Council informed on any potential funding which may be obtainable for a new group.

Minutes Approved:.....Dated.....

21.372.9 For Discussion: Councillor Priority Fund 2021-23 (DB)

The Council suggested investigating the option to improve the footpath from Church Lane to the playing field and playground as a potential project to apply to the Councillor Priority Fund for. Councillor Simpson agreed this was a sensible option if it is suitable and cost effective.

21.372.10 For Discussion: Welcome Back Fund proposals (DB)

The Parish Council have been informed that Cherwell District Council's project proposals submitted to the Welcome Back Fund scheme have been successfully approved. The Parish Council will therefore receive funding for the hall hire for the monthly coffee mornings along with providing new cycle racks in the parish and benches for the playing field.

HD offered to support the clerk in this project.

Action: Clerk/HD to locate various sites throughout the parish to locate cycle racks as part of the Welcome Back Fund grant and report back to the Council.

21.372.11 For Information: Technology Advisory Group update (James Henderson)

There was nothing to update on this item.

21.372.12 For Information: Oak Tree footpath update (DB)

DB confirmed there is nothing to update on this item, the Council are waiting for the arboriculturalist report from the consultant.

21.372.13 To Note: External Auditor Report & Conclusion of Audit FY 2020-21 (HD)

HD confirmed that the Parish Council had received the External Auditor's signed External Audit Report to accompany the Annual Governance and Accountability Return for the year ended 31 March 2021.

The External Auditor commented that the information in Sections 1 and 2 of the Annual Governance and Accountability Return was in accordance with the proper practices and no other matters have come to their attention that give cause for concern that relevant legislation and regulatory requirements have not been met.

The clerk confirmed earlier in the meeting that all the required documentation relating to the 2021-21 audit had been placed on the Parish Council website and noticeboards, including the formal Notice of Conclusion Annual Audit form for FY 2020-21.

21.372.14 Resolution To Approve the following invoices for payment (HD)

HD requested approval of the following invoices detailed in the table below.

PC Ref	Payee	Purpose	Total (incl VAT)	Budget Line	Amount Remaining in 2021-22 Budget
217*	Oxford Edens	Grass cutting 03/09/21 (playground & stocks/Ben Jonson)	£150.00	Works-Grass Cutting/Village contractor	£742.00
219	WotG Memorial Village Hall	Village Hall hire for meeting with MP Howells (11/10/21)	£15.00	Meeting Costs/Hire of hall for meetings	£275.00

Minutes

Approved:.....Dated.....

220	Oxford Edens	Grass cutting 16/09/21 (playground & stocks/Ben Jonson/verges)	£264.00	Works-Grass Cutting/Village contractor	£592.00
221	Moore	External auditors limited assurance review 2020/21	£240.00	Insurance & Auditing/Audit Fees	£355.00
222	Clerk (J Mullane)	Bulky garden waste bins x2 – pond clearance (Cherwell District Council)	£99.00	Works - General/General village maintenance	£1837.29
223	Clerk (J Mullane)	New battery for clerk laptop	£41.95	Contingency	£1962.42
224	Clerk (J Mullane)	Bulky garden waste bins x2 – pond clearance (Cherwell District Council)	£99.00	Works - General/General village maintenance	£1738.29
225	Cherwell District Council	Dog litter bin emptying x4 (summer period)	£481.14	Works-General/Dog litter bin emptying	£839.44

It was noted that invoice 217 had already been paid by the Parish Council in order to avoid late payment fees.

The resolution to approve the invoices detailed in the table was proposed by HD and seconded by RSA. The motion was supported unanimously by the Council.

Action: Clerk to update invoice log with approvals.

Action: Clerk to initiative request for payments from Councillors and ensure payments authorised.

21.372.15 For Discussion: Discuss and agree recommendations from the Planning Group (HD)

Key planning applications on the planning report (updated 6th October 2021) were discussed by the Council.

Building Applications:

Decision Received – Permitted

21/02373/F - Robins Folly, Mill Lane - Remove existing flat roofed extension and replace with pitched roof extension to side

21/02668/F - BP Family Farm Services - Installation of electric vehicle (EV) charging bays and associated site works, replacement lighting and associated electrical connections and infrastructure. **Commented against**

21/02722/NMA – Ladygrass, Church Lane - Non-material amendment to 21/00404/F - Revision to height and profile of wood-burner flue on south elevation. Addition of fixed rooflight to 'cat slide' roof on east elevation

Decision Received – Rejected

None

Awaiting Decision

21/00516/F - Grass Verge Adj To North Lane – Formation of Footpath at top of North Lane – Parish Council Application

21/00873/F – Kemsley Farm, Northampton Road – Extension to and conversion of barn to form a single dwelling house and associated works.

21/01580/F - Kemsley Farm, Northampton Road - Change of use of land from agriculture to equestrian use. Erection of a building to provide stabling for 36 ponies with associated facilities. **Going to Committee 2/12/21**

21/02472/F & 21/02473/LB – Ben Jonson Inn – Erection of two bed bungalow in pub garden. Access through car park and hole in Westlands Avenue wall. **Going to Committee 2/12/21**

Minutes

Approved:.....Dated.....

New Applications:

21/02930/M106 – Southfield Farm Application around S.106 and Social Housing provider

21/02803/F – Lilywood House, 1 North Lane - Erection of a 5 ft featherboard fence at the front and side of property, to supplement existing yew and bay hedge (which, in parts, is considerably higher)

21/03289/DISC – Land North of Oak View, Northampton Road - Discharge of condition 4 - Parking and condition 9 Bin Store from planning 17/01458/OUT

New Appeals

None

Tree Works:

Rejected / Issues

None

New Application

21/03071/TCA – Hazel Cottage, Northampton Road – Works to a Catalpa Tree

21/03167/TCA – Oak View, North Lane – Fell Alder tree

Action: HD/Clerk to send appropriate planning replies to Cherwell District Council.

21.372.16 For Information: Works update (RSA)

RSA highlighted that the playground was inspected on 6th October 2021 and the general appearance was reasonable; all the equipment is aged but safe. Key points are detailed in the submitted works and playground report.

Maintenance in the area is ongoing and has included repairing the spring on the north playground gate, mowing of the pitch and installation of a new sports equipment box in the playground. In the spinney, additional toys have been provided (thanks again to Janice Stafford Allen for sourcing) and the area has been mowed and nettles trimmed back. It was noted that the playhouse is in poor condition with various parts gradually being removed.

DB queried if the hedge could be removed around picnic area to open up sightlines for users of the area? RSA commented that volunteers could cut back the hedge area and undertake clearance in the spinney. Mike Moss, who installed the hedge fronting Church Lane, has been contacted regarding its maintenance.

21.372.17 To Note: Report received from Neighbourhood Watch on Police Resilience group meeting

DB highlighted the report provided by the Neighbourhood Watch lead, Bob Hessian, regarding the latest Bicester Police Resilience Group meeting held on 7th September 2021. The Council thanked Bob Hessian for attending the meeting and providing the report.

NM commented he has been in contact with Thames Valley Police regarding the Community Speedwatch scheme which has recently been reignited. Unfortunately, new villages are not currently being included and Weston on the Green is not included despite NM having signed up pre-Covid. There is a difficulty over reporting speeders and NM is liaising with the Islip parish clerk on this matter.

The Council were interested in seeing if the mobile police office could come and locate in Weston on the Green for a period of time.

Minutes Approved:.....Dated.....

Action: Clerk to ask Bob Hessian, as Neighbourhood Watch lead, if we can investigate mobile police office visiting Weston.

Action: Clerk to send Councillor Simpson Nigel report on Bicester Police Resilience Group meeting held in September 2021.

21.372.18 For Discussion: Parish Council response to Oxfordshire Plan 2050 consultation (DB)

Following 28th September 2021 Parish Council meeting, where the Oxfordshire Plan 2050 consultation was discussed, DB has circulated a Parish Council response document to Councillors.

The document was discussed with minor amendments required which are to be completed by DB, and submitted as the Parish Council response by 8th October 2021.

Action: DB to submit the PC response to the Oxfordshire Plan 2050 consultation by 8th October 2021.

21.372.19 For Discussion: Parish Council response to Oxford-Cambridge Arc consultation (DB)

DB presented slides on the Oxford Cambridge Arc consultation and highlighted there are four key areas which require commenting on: environment, economy, connectivity & infrastructure and placemaking.

One Councillor took on the task of responding to an area:

Environment - RW

Economy - NM

Connectivity & Infrastructure - HD

Placemaking - SD

The responses are to be sent to DB for her to collate and ensure there was synergy between the responses before submitting via the web form by 12th October 2021.

Action: DB to submit the PC response to the Oxford-Cambridge Arc consultation by 12th October 2021.

21.372.20 For Discussion: Parish Council response to Cherwell Local Plan consultation (DB)

The consultation on the Cherwell Local Plan review has commenced. Information has been circulated to Councillors and DB will formalise a response on behalf of the Parish Council. A zoom meeting maybe required to discuss the response ahead of the deadline on 10th November 2021.

Action: DB to submit the PC response to the Cherwell Local Plan Review consultation by 10th November 2021.

21.372.21 Next Parish Council Meeting: 3rd November 2021, 7.30pm

Meeting Closed: 21.24

Minutes
Approved:.....Dated.....