

MINUTES - DRAFT

For the meeting of Parish Council, held on Wednesday, 3rd November 2021

Meeting Number 21.373

Public Participation

There were no comments from the public.

21.373.1 Apologies for Absence

Councillors Davis (SD), Stafford Allen (RSA), Donne (HD), Mullane (NM) and Whitfield (RW) were all present. Councillor Bohm sent her apologies prior to the meeting, which were accepted.

James Henderson sent his apologies but provided a written update for the Council.

Councillor Nigel Simpson and one member of the public were also in attendance for the meeting.

21.373.2 Declarations of Interest

There were no declarations of interest.

21.373.3 To Receive & Approve: Minutes of the Parish Council meeting held on 6th October 2021 (SD)

The minutes of the Parish Council meeting held on 6th October 2021 were discussed with no changes required.

SD queried if any costings for the footpath from Church Lane to the playing field had been obtained. It was confirmed no further information was available.

Action: Clerk to contact Graham Barnett to discuss footpath project from Church Lane to playing field.

The minutes for the Parish Council meeting held on 6th October 2021 were then moved by SD and seconded by NM. The motion was supported unanimously by the Council.

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

21.373.4 For Information: Chairs Comment

There was nothing to note under this item in the chair's absence.

21.373.5 For Information: Clerk report (Clerk)

The clerk highlighted a report provided to the Council which confirmed the £29,975 loan payment, to be utilised for purchase of playing field and spinney from Public Works Loan Board, had been received by the Parish Council on 22nd October 2021.

In terms of highways the North Lane/B430 drain has been cleared out, however there are additional works to be undertaken. Oxfordshire County Council (OCC) have cut a grip into the verge to allow water to run off the road, which should help the situation until further works are scheduled. The Old Police House road is scheduled for repair by the dragon patcher on 6/7th December 2021. 42 potholes have been marked up on Bletchingdon Road and potholes on Knowle Lane and North Lane have also been marked up for repair. We are still awaiting a response from OCC's technical officer on the verge degradation on Bletchingdon Road. OCC and the Parish Council are investigating the ownership of the B430 broken 40mph speed sign device to enable it to be fixed; Councillor Simpson is kindly aiding the process.

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The new salt bin has been installed and filled at the junction of Knowle Lane and B430. OCC have been informed of salt refills required for the Westlands Avenue and Church Road salt bins.

The repairs to the footpath entrance (which connects North Lane and Westlands Avenue) are due to be undertaken by the contractor on 16th November 2021. Oxfordshire County Council have been notified. Signs will be erected to advise people to use an alternative route and the information placed on the website and facebook page.

Action: Clerk to advertise footpath entrance repair works and place signs on both ends of the footpath.

21.373.6 For Information: District and County Councillor updates

Councillor Simpson provided an update from Oxfordshire County Council highlighting that the proposed 20mph proposals have been passed by the County Council. As part of the application each parish will be required to have the support of their elected representatives, provide evidence that there has been some form of consultation with residents and that the community is keen to have a change in speed limit. It was suggested that Weston on the Green Parish Council work together with Bletchingdon and Kirtlington Parish Council's to put one application together in a package for approval; this will be discussed further when timescales and proposals for each parish have been established.

Councillor Simpson also commented that there had been no further communication on the ditch issues between the new footpath along B430 and the Oak Tree pond and he will escalate the issue further.

21.373.7 For Information: Technology Advisory Group update (James Henderson, JH)

SD provided an update to the Council on the full fibre project from a report provided by JH. The project is reportedly in the "Final Review" (3rd stage) of the government (DCMA) review so hopefully we are close. JH confirmed he has 3 banners and 400 flyers ready to go when necessary and is happy to do more video-calls when required.

In terms of top up funding the UK Government proposes the Oxfordshire top up amount (not Oxfordshire County Council) and it is not expected to be £7k (as per the previous plan). Recent experience is that top-up is based on ~40% pledging (which means ~150 pledges for Weston on the Green).

JH also provided an overview of the proposal to redevelop the mobile base station in the Weston on the Green parish. The proposal came from Harlequin by letter on behalf of Vodafone and Telefonica (O2). Their proposal is to extend its height by 7m (from ~20m to ~27m) and add Vodafone antennas at 27m. There are existing EE antennas at 20m.

JH has requested further information from Harlequin and Cellnex (who made the technical drawings) regarding what the mobile reception improvement is for the village and whether the existing EE antennas can be upgraded/raised at the same time.

JH also provided the following information on which virtual provider uses which network:

- **O2's** network is also used by: Giffgaff, Sky Mobile, Tesco Mobile
- **Three's** network is also used by: ID Mobile, Smarty
- **EE's** network is also used by: Asda Mobile, BT mobile, Plusnet
- **Vodafone's** network is also used by: Virgin Mobile, Lebara Mobile

21.373.8 For Information: Oak Tree footpath update (SD)

Roger Evans kindly provided an update for the Council on the latest situation on the Oak Tree footpath and this was passed onto the Council by SD. It was noted that the Arboricultural Method Statement has been received from our arborist, Fiona Bradshaw of Sylva Consultancy, and this was submitted to planning officer James Kirkham (Cherwell District Council, CDC) on 20th October 2021 together with some additional height data, all as requested by CDC.

A time extension has been granted until 15th November 2021 so that James Kirkham can consult with the Tree Officer and Highways in order to determine the application.

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21.373.9 Resolution To Approve: Parish Council financial accounts, end Q2 FY 2021-22 (HD)

HD presented the Parish Councils Q2 accounts for financial year 2021/22 following their approval by the finance advisory group. A summary of expenditure in Q2 vs budget, bank reconciliation and income details were provided and confirmed to all balance.

HD confirmed the Council has received income from Ardley United Football Club (rent for playing field use), Duchy of Cornwall (fence contribution) and Cherwell District Council (second precept instalment).

The resolution to approve the Parish Council financial accounts, end of Q2 - FY 2021-2022 was proposed by HD and seconded by RW. It was supported unanimously by the Council.

Action: Clerk to upload the Parish Council Q2 accounts (FY 2021/22) to the Parish Council website.

21.373.10 For Information: Purchase of Playing Field & Spinney update (HD)

HD confirmed that the loan of £30,000, required to purchase the playing field and spinney in Weston on the Green had been applied for from the Public Works Loan Board (PWLB). A deal was approved on 15th October 2021 and HD went on to confirm that £29,975 (minus a £25 application fee) had been transferred to the Weston on the Green Parish Council's bank account on 22nd October 2021.

The interest rate agreed on the loan was 2.100% reflecting a total interest amount of £6,894.63 over the term of the loan (20 years). A schedule of payments has been provided to the Parish Council by the PWLB. Fixed payments of £922.37 are required to be paid by the Parish Council every 6 months, on 22nd April and 22nd October each year. This figure will be inputted within the Parish Council's draft budget for FY 2022-23.

It was also confirmed that DB and SD have signed the legal transfer documents as requested by the Parish Council's solicitor. They have been posted back to the solicitor and we have had confirmation that they have been received; the solicitor commented that he will provide further information on the next stage of the process shortly.

Action: Clerk to forward on further information on completion of the playing field purchase from Spratt Endicott to the Finance Advisory Group when received.

21.373.11 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
226	WotG Memorial Village Hall	Village Hall hire for PC meetings (July-Sept 21)	£45.00	Meeting Costs/Hire of hall for meetings	£260.00
227*	Oxford Edens	Grass cutting 05/10/21 (playground & stocks/Ben Jonson)	£150.00	Works-Grass Cutting/Village contractor	£328.00
228*	Oxford Edens	Pre-payment of materials for North Lane footpath entrance repairs	£276.00	Contingency/COMF Grant Funding	COMF Grant Received - £600.00
229	Clerk (J Mullane)	Sport equipment for playing field (Poundland)	£12.00	Contingency/COMF Grant Funding	COMF Grant Received - £215.00
230	Clerk (J Mullane)	Sport equipment for playing field & pond nature toys (Amazon)	£160.68	Contingency/COMF Grant Funding	COMF Grant Received - £215.00

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231	Clerk (J Mullane)	HP Instant Ink for printer (Mar 21- Oct 21)	£79.92	Sundries/printing	£100.00
232	Clerk (J Mullane)	Printer ink black & colour cartridges - 2 sets (Amazon)	£38.90	Sundries/printing	£20.08
233	Clerk (J Mullane)	North Lane pond bench (Amazon)	£199.99	Contingency/COMF Grant Funding	COMF Grant Received - £300.00
234	Clerk (J Mullane)	Special delivery postage: transfer documents to solicitor for playing field purchase	£7.65	Sundries/stationery	£100.00
235	Clerk (J Mullane)	Village gates paint - undercoat & topcoat (Amazon)	£62.36	Works-General/General Village Maintenance	£1,639.29
236	Clerk (J Mullane)	Plants for planters (Bunkers Hill)	£47.50	Works-General/General Village Maintenance	£1,576.93
237	Clerk (J Mullane)	Laptop-printer cable (Amazon)	£9.98	Sundries/printing	-£18.82

**Invoice already paid by Parish Council*

It was noted that invoices 227 and 228 had already been paid in order to avoid late payment fees.

The resolution to approve the invoices detailed in the table was proposed by HD and seconded by RW. 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.

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

Key planning applications on the planning report (updated 1st November 2021) were discussed by the Council.

Building Applications:

Decision Received – Permitted

None

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 – 20.10.21 extra work shown on website.

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.

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

Action: Clerk/HD to request further info from CDC on application 21/02930/M106.

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)

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21/03289/DISC – Discharge of condition 4 - Parking and condition 9 Bin Store from planning 17/01458/OUT

Changes made to Application

21/00873/F – Kemsley Farm, Northampton Road – Conversion of barn to form a single dwelling house and associated works. This has been altered to remove extension.

Ben Jonson Applications

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.

NB:- The application has been altered to add hedgehog runways, electric car charging point, the building is also slightly smaller.

Issue still, development in conservation area, next to listed buildings, removal, effect on historical business.

See Mick East’s latest comments on the portal.

Going to Committee 2/12/21

ALSO:

21/03591/F - The Ben Jonson Inn Northampton Road - Relocation of children's play equipment/memorial garden.

This is purely to help with application – no force to it being built in new site, which would remove area to trade from that is heavily used in Summer.

Two applications should be seen as one- gate alongside playarea directly out onto Westlands Avenue.

New Applications:

21/03580/TEL - Telecommunications Mast, towards A34. - The Installation of 3 x CTIL antenna at 26.7m on re used existing headframe. • The relocation of 3 x EE antenna at 19.0m and 1 x EE 0.6m HP Dish antenna at 20.0m on a new face frame on the tower at 20.4m. Basically adding 7m of tower to a 20m tower. See James Henderson comments above.

21/03382/F - Oakwood House, 3 Village Farm Court - Replace conservatory with single storey extension and remove a roof-light to rear elevation and add a dormer window.

New Appeals

None

Tree Works:

Rejected / Issues

None

New Application

21/03585/TCA - Weston House, Church Road - T1 x Cherry - Fell tree.

21/03583/TCA - The Mill House, Mill Lane - H1 x Hawthorn hedge 6 metres in length across back of workshop to be copied to enable ditch to be cleared.

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

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21.373.13 For Information: Works update (RSA)

RSA highlighted that the playground was inspected on 31st October 2021 and the general appearance was reasonable; key points are detailed in the submitted works and playground report.

A box has been added to the playground to hold additional sports equipment and the Council thanked Janice Stafford Allen for topping up the spinney toys again.

21.373.14 For Information: Traffic Advisory Group update (NM)

NM confirmed that he is in discussions with Dave Catling from Oxfordshire County Council to start initial discussions regarding traffic calming on the B430 and the Traffic Advisory Group will hopefully meet him shortly.

21.373.15 For Discussion: Parish Council response to Cherwell Local Plan consultation (SD)

SD provided a background to the Cherwell Local Plan which is currently under review. The existing adopted Cherwell Local Plan was approved in 2015 and provides a framework for growth across the District up to 2031. There is a new national context emerging so the Local Plan needs updating. The new Plan is intended to cover the period to 2040.

SD highlighted the key points from the Local Plan Review document: Planning for Cherwell – Community Involvement Paper 2: Developing our Options. This is a consultation document asking for views and contributions to help shape the new local plan following the publication of the first Community Involvement Paper in 2020.

SD/DB proposed drafting a response on behalf of the Parish Council. This would then be circulated for comment to the Councillors, ahead of the deadline on 10th November 2021.

Action: SD/DB to circulate draft response to the Cherwell Local Plan review document to Councillors.

Action: Clerk to send PC comments on Cherwell Local Plan review ahead of 10th November 2021 deadline.

21.373.16 For Discussion: Climate and Ecological Emergency Bill (SD)

SD provided outline information on the Climate and Ecological Emergency Bill, information on which had been sent to the Parish Council (www.cebill.uk/bill).

The bill is a private members' bill with cross-party support of more than 110 MPs and a growing number of local councils around the country. It would enshrine in law a commitment to deliver policy and action in line with the latest science - and with our Government's own ambitions. It is the only proposed legislation which addresses the interconnected crises in climate and nature, with annual legally binding targets to keep us on track.

It was suggested that a motion to propose supporting the CEE Bill should be made at the 1 December 2021 Parish Council meeting.

Action: Clerk to add CEE Bill motion to 1 December 21 PC meeting agenda.

21.373.17 For Information: OCC Priorities Town & Parishes Stakeholder Workshop - 21st October 2021

SD highlighted that DB had attended a workshop by Oxfordshire County Council (OCC) on 21st October 2021. The workshop outlined nine priorities for OCC providing relevance to towns and parishes. A document providing an outline of the priorities had been circulated to Councillors.

21.373.18 Next Parish Council Meeting: 1st December 2021, 7.30pm

Meeting Closed: 20.50

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