

MINUTES

For the meeting of Parish Council, held on Wednesday, 5th October 2022

Meeting Number 22.386

Note for information: Cherwell District Council – CDC, Oxfordshire County Council - OCC

Public Participation

A resident raised a query over the Saint Hill Copse area and if it was being used as a scrap metal business with appropriate permits. The Council agreed to investigate this area further.

22.386.1 To Receive: Apologies for non-attendance

Councillors Bohm (DB), Davis (SD), Stafford Allen (RSA), Rosser (CR), Mullane (NM) and Miller (JM) were all present.

Councillor Nigel Simpson (Oxfordshire County Council) was also in attendance for the meeting. Councillor Coton and Councillor Angus Patrick (Cherwell District Council) sent their apologies.

5 members of the public were in attendance, including Roger Evans (RE). James Henderson sent his apologies.

22.386.2 To Receive: Declarations of Interest

SD declared a declaration of interest in relation to planning applications 22/01291/F and 22/01292/LB (Westfield Farm Cottage, North Lane).

RSA informed the Council that his planning application (22/01778/F, Robin's Folly, Mill Lane) had been approved and therefore a declaration of interest would not be required.

22.386.3 To Receive & Approve: Minutes of the Parish Council meeting held on 7th September 2022 (SD)

The minutes of the Parish Council meeting held on 7th September 2022 were discussed with no changes required.

The resolution to approve the minutes for the Parish Council meeting held on 7th September 2022 was then proposed by SD and seconded by RSA. The motion was supported unanimously by the Council.

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

22.386.4 For Information: Chairs Comment (DB)

DB thanked SD for chairing the last Council meeting and keeping the productivity of the team going forward. DB highlighted the on-going issues of the footpath around the oak tree at the top of North Lane (Roger Evans and DB have had two meetings with CDC and OCC recently) and the frustration trying to get full fibre to the premises throughout the village.

The Traffic Group has been very active doing speed checks on the B430 and Church Road/Church Lane. We also have a re-instated Transportation Advisory Group with the excitement of the new Community Bus project. The Works Groups is constantly busy making sure the village is safe and well managed.

Underlying and alongside the work of our teams, before Christmas we will see OALC training: Planning - How Local Councils fit into the planning system, effective responses to planning applications (for DB and SD). DB and

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SD will also have sight of the Cherwell draft local plan on October 19th which is a key element to our Neighbourhood Plan Review. The Chair's group starts up again after the summer break and the Oxfordshire Neighbourhood Plan Alliance (ONPA) remains a key contact for all matters relating to the Neighbourhood Plan.

In order to stay abreast of what is going on, it is important that our Parish Council participates fully in the meetings as mentioned. However, we need some new faces to support our work and there are two Councillor vacancies if anyone knows anyone who may be interested.

DB thanked the village for their support to the Food Bank collections, c60kg of food and supplies plus £40 in cash donations were dropped off to the Bicester Food Bank this month. The Parish Council is working collaboratively with the PCC and the Village Hall on this project.

Finally, DB was contacted by the chair of the Kirtlington Village Hall Committee. They are planning a series of free hot lunches to those who don't get out much and who may be of particular concern and enquired over a Village Hall contact. DB commented that we should keep our eye on those who we considered vulnerable and they are probably the same group that we supported during the heat wave.

22.386.5 For Information: Clerk report (Clerk)

The clerks report to the Council was noted which confirmed that the Council had received a donation payment of £2,000 for the community bus project.

The Parish Council meeting dates for 2023 have been established and will be circulated via the usual channels.

22.386.6 For Information: Oak Tree footpath update (DB/Roger Evans)

Roger Evans kindly provided an update on the ongoing North Lane footpath issue. Both OCC and CDC agree that the elevated footpath has damaged the tree, does not meet safety standards and is inappropriate in design. OCC refuses to adopt it and is asking the developer to replace it with the Parish Council's preferred design.

We have had two meetings over the last month with CDC to seek enforcement action as construction work was not carried out in accordance with the planning conditions nor does it comply with the Section 106 requiring a footpath link to the village to be provided to the satisfaction of OCC. CDC now agree that there does appear to be a case and is taking legal advice. A further meeting is planned this month.

It is also proposed that the Parish Council liaise with Soha Housing, who have purchased properties on the Southfield development, as their residents do not have a safe pedestrian access to the village.

22.386.7 For Information: Technology Advisory Group update

DB confirmed that Gigaclear wish to come and present to the technology group regarding the fibre to the premises project. Feedback following the meeting will be provided to the Council at the next Parish Council meeting.

22.386.8 For Information: Transport Advisory Group update

DB introduced Graham Barnett as the new chair of the Transport Advisory Group.

GB confirmed that as the transport representative for the Parish he has attended quarterly meetings with OCC, however in the main they only talk about existing bus services and rarely talk about villages that don't have a service.

GB has contacted OCC to enquire about Weston on the Green being added to a potential demand responsive transport service if the 250 bus is taken out of service. OCC replied to say the focus currently has to be on those

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villages who have an existing service but it could potentially be looked at in the future and be assured that Weston on the Green had not been forgotten.

Initial discussions have been held over the introduction of the new community bus and there is currently one potential volunteer driver. Further advertising within the village for volunteers to get involved in the running of the service or to be volunteer drivers will be undertaken.

GB will also contact Emily Lewis-Edwards at Community First Oxfordshire to discuss community transport further as a number of guidelines and checks will be required prior to a service being established.

SD highlighted that a meeting is to be arranged with Siemens to discuss mitigating concerns around the development in Little Chesterton and its effect on traffic in the village. Transport links could also be linked to the discussion and GB would be invited to this meeting.

Councillor Simpson provided an update on the 250 bus service; there is the potential that it may be extended until March 2023 with a new route from Kirtlington to Oxford Parkway. Discussions are also ongoing regarding a service linking Bicester to Oxford Parkway via the local villages, which Weston on the Green could be a part of and GB will now be invited to future meetings with OCC.

22.386.9 For Information: County Councillor update

Councillor Simpson – Oxfordshire County Council:

Alongside all the work undertaken on the North Lane footpath, Councillor Simpson highlighted the ongoing Oxford bus gates consultation.

DB queried whether a potential application from The Pantry in the village to remove the steps would be acceptable to the Councillor Priority Fund. Councillor Simpson and DB agreed to discuss further.

Councillor Simpson confirmed that there had been no progress on obtaining an OCC Cabinet member for villages.

SD suggested that the Council should proceed with planning a visit and tour of the village by the leader of Oxfordshire County Council: Councillor Susanna Pressel. Councillor Simpson expressed his wish to also join the meeting.

22.386.10 For Information: Works update (RSA/JM)

RSA highlighted that the playground was inspected on 2nd October 2022 and the general appearance was reasonable; key points are detailed in the submitted works and playground report.

Whilst most of the playground bolt covers requiring replacement were completed during the works afternoon a few additional ones require purchasing via the clerk.

Two benches currently located on the playing field require permanent positioning.

The audit of the spinney trees is still to be undertaken and we are waiting on the receipt of three quotes.

Action: Spinney tree audit resolution to be added to November PC meeting agenda.

JM and RSA confirmed that work has been undertaken on the mill pond and further work will be undertaken in the area pollarding the willow trees and digging out local ditches, which will hopefully assist with water flowing along the mill stream.

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22.386.11 Resolution To Approve signing up to the Civility and Respect Pledge (DB)

The Civility and Respect Pledge is being introduced because there is no place for bullying, harassment and intimidation within our sector. By signing the Pledge, Weston on the Green Parish Council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles.

DB presented the Civility and Respect pledge to the Council.

Councillors were advised that training is provided by OALC and SLCC and the Councillors were encouraged to speak to the clerk should they wish to undertake any training.

The resolution to approve the Civility and Respect pledge was proposed by DB and seconded by NM. The motion was supported unanimously by the Council.

Action: Clerk to sign the Civility and Respect Pledge on NALC/SLCC website on behalf of the Council.

Action: Clerk to add information on Civility & Respect pledge to the PC website.

22.386.12 Resolution To Approve Dignity at Work Policy (DB)

DB presented the Dignity at Work Policy to the Council and highlighted its key points.

The resolution to approve the Dignity at Work was proposed by DB and seconded by SD. The motion was supported unanimously by the Council.

Action: Clerk to add Dignity at Work Policy to the PC website.

22.386.13 Resolution To Approve Grievance Policy (DB)

DB presented the Grievance Policy to the Council and highlighted its key points.

The resolution to approve the Grievance Policy was proposed by DB and seconded by RSA. The motion was supported unanimously by the Council.

Action: Clerk to add Grievance Policy to the PC website.

22.386.14 Resolution: To Approve the following invoices for payment (DB)

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

PC Ref	Payee	Purpose	Total (incl VAT)	Budget Line	Amount Remaining in 2022-23 Budget
295	Clerk (J Mullane)	Community Speedwatch village gates signs (Sign Wizzard)	£139.09	Village Initiatives/Traffic calming initiatives	£9,332.00
296	Oxford Edens	Grass cutting 08/09/22 (playground, stocks/Ben Jonson)	£228.00	Village Works/Village contractor grass cutting	£3,060.00
297	Clerk (J Mullane)	Bulky garden waste bins x2 - annual pond clearance (Cherwell District Council)	£99.00	Village Works/General village maintenance	£525.34
298	Cherwell District Council	Dog litter bin emptying x5 (summer period)	£583.44	Village Works/Dog Litter Bin Emptying	£900.00

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The resolution to approve the invoices detailed in the table was proposed by DB and seconded by CR. 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.

22.386.15 For Discussion: Discuss and agree recommendations from the Planning Group (SD)

Key planning applications on the planning report were discussed by the Council.

Building Applications:

Decision Received – Permitted

22/01778/F – Robin’s Folly, Mill Lane

Demolition of existing conservatory and replacement with sun room

Although not currently amended on the Cherwell District Council planning portal RSA informed the Council that his planning application (22/01778/F, Robin’s Folly, Mill Lane) had been approved.

Decision Received – Refused

None

Awaiting Decision

22/01291/F and 22/01292/LB – Westfield Farm Cottage, North Lane

Internal refurbishment of kitchen/bathroom on ground floor; addition of oak frame carport to side of existing garage. Still in consultation.

22/02075/F – Kelberg, Northampton Road

Existing paddock adjacent to the current parking lot for large vehicles – change of use from agricultural to vehicle trailer parking area – presumably hard surfaced. OCC no objection.

22/01754/CLUP – Dormers, North Lane

Addition of solar panel array on the rear roof pitch and flat roof. Certificate of Lawfulness requested.

22/02571/F – Manor Farm Bungalow, B430 (adjacent to Seeney’s and retail area to east of B430)

Erection of extension and porch - quite a large sitting/dining room extension to the kitchen on the back of the bungalow with raked ceiling and 2 rooflights on the southern pitch.

New Applications

22/02733/F – Milestone Cottage, 3 North Lane

Single storey ground floor extension and extensive revision of internal space and roof line. Replacement of double rear garage with 3 bay structure. Comments are due by 13/10/22.

The Council considered that as the revisions would be at the rear of the property there would be no impact on vistas of North Lane. No impact was expressed in the extension of the garage from 2 to 3 bays.

Appeals

None

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Tree Works:

22/02918/TPO – Weston Manor

Replacement of old TPO (relevant for 22/02964/TCA) for two areas in Manor grounds near B430 boundary.

22/02964/TCA – Weston Manor

Management of 25 trees in Manor grounds: reduce height and remove dead wood from 6 oaks in TPO area (see 22/02918/TPO) at front boundary (near pond); fell and grind 3 sycamore, 1 ash and couple of other tree types. All sycamore and ash recommended for removal. Comments are due by 19/10/22

A comprehensive arboricultural report had been carried out and The Manor were following its advice. It was highlighted that these works could make a significant difference to the visual appearance of the site and concerns around maintaining biodiversity would be noted.

Councillors were requested to send any comments to SD ahead of the application deadlines.

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

22.386.16 For Information: Traffic Advisory Group update (NM)

NM confirmed that the Traffic Advisory Group had met recently and discussed a number of key items.

The group agreed that the costings for the speed reduction and associated traffic calming measures on B430 were not within reach of the Parish Council's budget. A request will be submitted to undertake just the speed reduction first and to therefore cost that plan up instead. There was agreement that if additional funding was received by local developments then some of the other scheme ideas e.g. pinch points could be investigated further.

Action: NM to contact Dave Catling from OCC regarding the costings for the speed reduction project only on B430.

NM also confirmed that the installation of a left turn sign outside Staplehurst Farm (to prevent large motor home vehicles travelling through the village) had been agreed with Bletchingdon Parish Council, the possible installation of this would need to be discussed with OCC.

Action: NM to contact OCC regarding new left turn sign opposite Staplehurst Farm.

It was also agreed that bin stickers providing speed warnings would be offered to Church Lane and Church Road residents. An additional small supply will also be placed in The Pantry.

Action: Clerk to purchase bin speed stickers for Church Lane and Church Road households.

Graham Barnett, as lead on the community speedwatch scheme, provided an update to the council. There are currently seven qualified operators for the speed camera and sessions have continued to be carried out at various times of the day and week. Permanent community speedwatch signs have now been placed on the village gates so people may regularly start to take note.

Since the official start in May 2022 of the community speedwatch scheme in Weston on the Green, 614 vehicles have been reported for excessive speeding (over 25mph on Church Lane / over 46mph on B430). It was also noted that historic offences are detailed on the letters sent out.

GB enquired of the police if they dealt differently with excessive speeds:

- if speeds were more than 50% over the driver would get an extra letter advising them what would have happened if they had been caught by the police

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- if 100% over a police community road officer would knock on their door and discuss speed advice further

If a driver received three letters then a police community road officer would knock on their door to highlight the issue. Following that they could be served with an anti-social behaviour order. Unfortunately no points can be deducted as it is the community measuring speeds not the police.

In terms of statistics the highest recorded speed on Church Lane is 42mph and on B430 it stands at 67mph. A traffic count is also undertaken when monitoring the speeds – over 13 sessions on Church Lane there is an average of 3.2 vehicles/minute and on B430 over 13 sessions the average is 8 vehicles/min (done mostly at peak times).

22.386.17 For Discussion: Proposal from Community First Oxfordshire to undertake support for the refresh of Weston on the Green’s Neighbourhood Plan (DB/SD)

SD highlighted that the Neighbourhood Plan for the village requires updating shortly in order for it to be in line with the new draft Cherwell Local Plan. A quote was sought from Community First Oxfordshire (CFO) who specialise in supporting Parish Council’s through the Neighbourhood Plan process.

Unfortunately they appeared to quote as if we were starting a plan from scratch. This level of support is not required and the parish do not have the funds or the wish to spend that amount of money.

The intention is to go back to CFO and see if they are prepared to do piecemeal work and specific reviews at a later stage when we have a draft of the updated plan. SD expected this would be no more than 5 days work (rate of £550/day).

SD/DB will also contact the Oxfordshire Neighbourhood Plans Alliance (ONPA) and discuss options with parishes who have gone through the review process already. CDC and Locality could also be contacted with regards to potential grants to support the work. Following further investigations a proposal will be brought back to the Council.

Action: SD/DB to investigate Neighbourhood Plan review options and present proposal to full Council in due course.

22.386.18 Next Parish Council Meeting Date: Wednesday 2nd November 2022, 7.30pm (DB)

Meeting Closed: 21.33

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