

MINUTES of Parish Council Meeting held on 5th July 2017

Public Participation session: 15 minutes maximum

There were five (5) members of the public present.

- RS-A Raised awareness of burglary in Mill Lane whilst owner out shopping (daytime). Police suggestion of leaving a small amount of money around to encourage burglar to take money without the necessity to ransack the property was not considered sound advice.
Stargate (Weston Manor) repair update – Clerk: no further information available at the moment.

Council Business:

- 17.314.1 To receive any apologies for non-attendance**
All councillors were present: Cllrs. Bohm, Davis, Donne, Hessian, Miller, Norris & Roper.
- 17.314.2 To receive any declarations of interest**
None received.
- 17.314.3 To receive and approve the Minutes of the Parish Council Meeting held on Wednesday, 7th June 2017**
Minutes were approved as read.
- 17.314.4 Past Subject Matters – for the purpose of report only**
Actions arising from previous meeting:
17.312.10 – Remaining “gates” had been erected on the B430 at the north end of the village.
As for the large amount of rubbish found on the verge and in hedgerows, Cherwell had agreed to remove them from collection points.
Action: Cllr. Norris & Clerk to arrange collection and pick-up
17.313.11 – letter had been sent to Village Foundations declining an offer to meet and discuss proposals to build on land called “Baby Ben”.
17.313.7 – accounts had been sent to BDO (by email and by hand) and receipt acknowledged.
- 17.314.5 To receive update on Neighbourhood Plan**
The report included Finances, & Responses on formal consultation.
Cllr. Bohm circulated a copy of a report on finances and Eric Bohm, Treasurer of Neighbourhood Plan Steering Group explained its content.
The initial grant monies supplied by DCLG had not all been spent in the allotted time frame and the surplus needed to be returned. As costs had continued to be incurred this had meant there was a shortfall in monies (of the amount of £358) to make the repayment. Further monies would be required to continue the plan.
Action: agreed that Parish Council would supply funds to repay the DCLG grant (£358) and to make available a further £2,500 to meet forecast expenditure to complete the Neighbourhood Plan application; this money to be repaid when a new DCLG grant was issued.

Cllr. Bohm also reported on formal responses received from organisations consulted. Further information was on the NP website. Summary documents had been circulated by Cllr. Bohm. Important that the Parish Council have an Action Plan to carryout/act on issues proposed in the NP.

Action: draft out Action Plan – Cllrs. Bohm, Davis & the Clerk

Cllr. Bohm listed the various sites identified as possible for development (from CDC Local Plan proposals – see summary sheet as circulated). One area of concern were the sites on the edge of the village but in the parish of Bletchingdon.

Action: Clerk to contact Bletchingdon P.C. to ascertain whether they will comment on those sites.

Cllr. Bohm commented on the work done on the NP Steering Group by Alex Reid who was having to step down. Cllrs. agreed to contribute personally towards a large bouquet of flowers for her.

Action: Cllr. Hessian to arrange purchase and delivery.

17.314.6 To discuss setting up of sub-committees to look at Neighbourhood Plan proposals, e.g. Transport, Traffic calming.

Agreed that initially two sub-committees to be formed to look at (1). Traffic issues, and (2). Transport. It was considered important that members of such groups, especially that looking at traffic calming, should be aware of the need to raise monies (by organising fund raising events and publicity) in excess of what was needed for traffic calming measures. Both sub-committees would be open to the public for membership, and led by a representative from the Parish Council.

Action: formation of the two sub-committees to be advertised in Village News, with the recommendation that the groups meet and put forward initial proposals as to their structure, initial plans before the September meeting of the Parish Council. - Cllr. Hessian (Traffic), Clerk (Transport)

17.314.7 To receive information on Planning Applications and note decisions

A summary list of applications had been circulated to Cllrs. on 1st July 2017.

17/01348/REM – Southfield Farm. Revised layout providing more room so as to avoid car parking on roads. No reduction or increase in the number of houses on the site. Two residents of North Lane had expressed concern and Clerk had explained the proposals along with the plans to them

17/01002/LB – Manor Hotel – internal alterations to plant room and main building associated with installation of biomass boiler.

17/00181/TCA – trees next to Thames Water sub-station – invalid application. New application to be submitted by Thames Water.

17/00920/F – new dwelling to rear of Ladygrass – to be decided by planning

committee at 6th July meeting.

17/01143/ADV & 17/01144/LB – new signage and lighting at Ben Jonson. Some concern over amount of lighting being proposed.

17/01223/F – Kelberg Trailers – retrospective extension. Site visit by Cllrs. Davis & Hessian, + Clerk – no issues with proposals.

17/01153/F – Old Police House – extension. No issues raised by Cllrs.

17/01092/F – QuickFit Garage A34 – workshop extension. No issues raised by Cllrs.

Action: Clerk to follow up application for reinstatement of stone piers at entrance to Weston Manor.

School Field:

Lagan Homes have confirmed that they have acquired the land and have offered to discuss their proposals at a later meeting, possibly end of August.

English Heritage/Historic England had been contacted as to the possible “listing” of the field. They’d indicated that the ridge & furrow element of the field would have to be of exceptional quality and ideally linked to a mediaeval settlement before they would contemplate listing the site. A separate communication with Historic England suggested looking to see if the land could be appropriate for local green space designation. Also could it be classed as a non-designated heritage asset in its own right?

Action: Cllr. Davis and Clerk to investigate further.

17.314.8 To approve the following items of expenditure:
Village Hall hire: Feb – June 2017 £120.00 - Approved

17.314.9 To receive recommendations for recording Parish Council financial accounts.

Clerk had previously circulated these recommendations that would allow the Parish Council accounts to be recorded and stored digitally and to have the facility of making payments by BACS transfer.

Action: Clerk to put together formal proposal for next meeting having spoken to bank and clarifying payment procedures with the necessary approvals.

17.314.10 To receive statement regarding Clerk’s contract

Following the decision at the last meeting to make the Clerk’s salary in accordance with National Pay Scales and a comment that these salary scales and increases were only recommendations, it had been clarified that the Clerk’s contract stipulated that the salary be in accordance with National Pay Scales.

17.314.11 To discuss Cherwell “Empty Homes Project”

Clerk had previously circulated a message from Cherwell D. C. asking parish councils to notify them of any empty/vacant properties in their area with the idea that empty homes could be brought back into use.

Cllrs. agreed that if they are aware of any empty homes in the village then Cherwell would be notified accordingly.

17.313.11 To receive report on Playing Field and Play-area.

Companies had been asked to provide quotes for:

1. Replacing soft surfaces of play area, and
2. Repairing existing soft surfaces.

Clerk to circulate quotes once a minimum of three had been obtained. Playdale also asked to quote.

Spinney – Duchy have indicated that trees will be felled by end of August (2017)

Cllr. Miller offered to cut hedges as and when equipment available but some areas were not accessible to a tractor driven flail. PC would consider use of working parties or employing a jobbing gardener/etc., to tidy up.

17.313.12 Date of next meeting: 6th September 2017

Other meeting dates for 2017: 4th October 2017, 1st November 2017, 6th December 2017