

MINUTES

For the meeting of Parish Council, held on Wednesday, 4th September 2019

Meeting Number 19.343

Public Participation Session

Patsy Parsons highlighted to the meeting the Kidlington & District Community Forum who work with the police to raise issues of concern, develop local community projects, give advice and raise awareness through sharing information. She mentioned that rural issues could have more representation at the forum. Meetings tend to be held every 2/3 months with the next one on 2nd October 2019 at 19.15 at Thames Valley Police HQ South on Oxford Road, Kidlington.

Further information and meeting dates will be placed on the Parish Council noticeboard and on the website. If you are interested in joining the forum please email the group at: KidlingtonNHPT@thamesvalley.pnn.police.uk or go to: <https://www.thamesvalley.police.uk/police-forces/thames-valley-police/areas/au/community-forums/>

Action: Clerk to place information on Kidlington & District Community Forum on parish noticeboard and website.

19.343.1 Apologies for Absence

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

Councillors Griffiths and Hughes sent their apologies. There were 5 members of the public present.

19.343.2 Declarations of Interest

The Chair asked for Declarations of Interest, Cllr Mullane noted his ongoing interest in Southfield Farm.

Cllr Stafford-Allen noted his ongoing interest on the land behind Guernsey Cottage fronting the School Field and The Cedars, Mill Lane.

19.343.3 Approval of the Minutes

The minutes of the Parish Council meeting on 7th August 2019 were discussed with no changes required.

The minutes for the Parish Council meeting on 7th August 2019 were then moved by DB and seconded by NM. It was supported unanimously by the Council.

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

19.343.4 Chair’s Report

The Chair outlined her report this month and highlighted the triple threat of unsuitable development around the village, the possible route of an expressway close to our village and the impact of challenges both to Chesterton and Islip. The issue of housing should have affordable housing as its focus based on the priorities of the Neighbourhood Plan, which reflected the imbalance of housing in the village.

Further information on several the issues can be found throughout the minutes.

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19.343.5 Clerk’s Report

The clerk confirmed that the Council’s plan for works on the B430 verge has been sent to Oxfordshire County Council (OCC) for approval and we are still awaiting their response. Work to fix 4 blocked drains and gullies on B430 has been placed on OCC’s gully cleansing programme. The clerk has also met with Mike Wasley (Traffic Schemes Principal Officer) to discuss the requirement of bollards on B430, he is going to discuss the issue with a colleague and let us know the requirements.

Action: Clerk to inform the Council of any further information regarding bollards on B430.

Due to unforeseen circumstances for Thames Water the works to repair the road at the B430/North Lane junction could not go ahead as planned. Thames Water has confirmed that all works should be completed by the end of w/c 2nd September 2019 with further checks to take place following that time.

Action: Clerk to continue to monitor that Thames Water work completed.

The clerk also confirmed that she has cancelled the info@ email address we had registered, as it was not required anymore.

19.343.6 For Information: Feedback on Parish Liaison Meeting (DB)

DB confirmed that SD and herself would be attending the Joint Parish meeting on Great Wolf Resorts on 16th September 2019. The latest information from Chesterton Parish Council will be linked to the minutes but it was noted at the end of the email that residents would be encouraged to respond at a later date once an application has been submitted.

DB highlighted documents on the Cherwell Planning portal investigating whether a full environmental impact report is required for the scheme. DB mentioned that Chesterton PC were not asking for any help on this matter so she suggested it was not the time to provide comment as our impact is mainly traffic related, however if you feel something should be added please notify DB.

Frances Evans (Housing Strategy and Developmental Team Leader) will be meeting DB, SD and HD next week to give a briefing on affordable housing. A report on the meeting with Frances Evans will be provided at the October Parish Council meeting.

This is timely as representatives of two landowners in the village have come forward regarding potential affordable housing sites (including a commercial aspect). If we pursue some affordable housing there would be some additions to our new housing numbers that may be suitable for the needs of the village. The Chair and planning lead have seen the documents and a discussion will take place regarding how these ideas fit in with the goals of the Neighbourhood Plan. Meetings are currently occurring at a pre-application stage and a report to the Council will be forthcoming when more information is available.

Action: Clerk to add Frances Evans meeting report to the October Parish Council meeting agenda.

19.343.7 For Information: Expressway Update (DB)

DB commented that unfortunately no representative from Weston could attend CPRE’s meeting by POETS (Planning Oxfordshire’s Environment and Transport Sustainably) on the Oxfordshire Plan 2050 on 28th August 2019 as it was fully booked. No notes or slides are available as yet but DB will monitor.

The next meeting will be a No Way Expressway meeting at Exeter Hall, Kidlington on 9th September 2019.

DB went on to add that it is now possible to register the Parish Council as a stakeholder and requests authority from the Council to do so.

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

Resolution to register Weston on the Green Parish Council as a stakeholder on the Expressway was proposed by DB and seconded by RSA. It was supported unanimously by the Council.

Action: DB to register Weston on the Green Parish Council as a stakeholder on the Expressway.

19.343.8 For Information: Neighbourhood Plan (DB)

DB shared with the Council that early in August 2019, DB and SD were given the Examiner’s report in complete confidence to read as a fact check. A reply was sent back on 13th August 2019.

DB has commented to Cherwell District Council (CDC) that the process is taking a long time and they are reportedly chasing.

The next steps in the process are for a publication of the Examiners report and then CDC will take it forward to a referendum for the village.

19.343.9 For Information: Potential Development in Islip (DB)

Over time major developments have been proposed around the village of Islip on green belt land, owned by church. The most recent one is looking to build around 3000 houses.

DB highlighted that Islip village are not progressing a Neighbourhood Plan.

SD and Roger Evans attended a special meeting in Islip on 26th August 2019, the report of which will be circulated to Councillors and placed on the website.

RW commented that it was a well considered report e.g. including a ring road, brownfield site, arc on Expressway and played to its strengths.

NM mentioned he’d always wondered the point of improving Islip’s station and perhaps it was to be linked in long term with new housing developments.

Action: Clerk to pass the information regarding Islip developments onto all councillors and place the report on the PC website and in the village news.

19.343.10 Resolution: To Approve draft Financial Regulations 2019 (RW)

This item has been deferred to the October Parish Council meeting.

Action: Clerk to put Financial Regulations 2019 on agenda for October Parish Council meeting.

19.343.11 Resolution: To Approve draft Donations Policy FY 2019/20 (RW)

RW provided a summary of the donations policy for the Parish Council. All councilors agreed it seemed a sensible policy.

Resolution to approve draft Donations Policy FY 2019/20 was proposed by RW and seconded by NM. It was supported unanimously by the Council.

Action: Clerk to advertise donations policy in village news and on PC website.

<p>Minutes Approved:.....Dated..... </p>
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19.343.12 For Information: Purchase of playing field and spinney (HD/RSA)

The purchase of the playing field and spinney was discussed at the last Council meeting and it was agreed that the Public Works Loan was an option to be investigated further.

RSA contacted the Duchy to pass on the clerks contact details and has received notification of what information would be required.

A resident queried whether the purchase would go ahead without 80% of the money being provided by grants as was previously agreed?

RSA/NM replied that CDC didn't agree to the grant so the Council have looked at other options. The Public Works Loan is an option to obtain a loan at a very low rate of interest and is being investigated further. If further grant funding becomes available the loan can be paid off in parts or it can be used to improve facilities at the playing field/spinney.

DB highlighted that there is a policy regarding 80% funding for schemes but for this project it was not possible to achieve this. The finance working group has investigated the Public Works Loan and came back to the full council with a recommendation at the last meeting.

The resident then expressed concern that there are lots of things that the Council want to achieve in the village e.g. traffic schemes and there is only one pool of money.

NM confirmed that some money has been put aside for traffic schemes in the budget and grant funding where available can be used for other schemes.

Another resident commented that they felt the suggested price of around £30,000 appeared a high figure, especially as the Council has leased the land for several years and are sitting tenants. They also commented that in negotiations around 25/30 years ago the Duchy indicated that development would never go ahead on the land.

NM replied that negotiations on the price had not started yet and the figure mentioned had just been suggested as a starting point by one side. Whether development could ever go ahead on this land would depend on what covenants were placed on the land and that is something the Council could look into if they become the future owners.

DB thanked the public for their comments and concern and appreciated the interest and support showed.

19.343.13 For Discussion: VE Day celebrations donation to Village Hall (DB)

DB commented that she had received confirmation from the Village Hall committee that the firework operators were covered by Skyline's insurance which stands alongside the Village Halls insurance (Allied Westminster) with specific sections for firework displays.

In the past the Parish Council has donated to village events including the Diamond Jubilee (£50) and Golden Jubilee (£100). DB requested the view of the Council in terms of how much to donate.

RW queried what the money would be spent on. DB replied that the Village Hall will be hosting a 1940s themed afternoon tea party, an Aunt Sally match and other activities, open to all the village, plus an evening firework display.

With regards to the newly approved donations policy the Council agreed to donate £100.00 to the Village Hall for the VE Day Celebrations. Payment would be requested at the October Parish Council meeting.

Action: DB to notify Village Hall of donation amount from PC for VE Day Celebrations.

Action: Clerk to request payment for Village Hall VE Day Donation as part of October Parish Council agenda.

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19.343.14 For Discussion: Councillor Priority Fund 2019/20: Requests from Parish Council & Village Hall (DB)

DB highlighted that the Council still has around £1,489.86 to spend from 2018/19 Councillors Priority Fund having so far spent £1,645.14 on Oak Tree pond works and picnic tables for the spinney area.

Given that we received £3,135.00 from last year’s fund we can apply for £1,865.00 from the 2019/20 fund.

The Council should spend this money on things the village need which are also visible as improvements. DB suggested some possible options may include: spinney nature trail, noticeboards, North Lane pond, children’s swing. The village hall has also requested a contribution from the fund for heating refurbishments.

Councillors to provide any suggestions directly to DB, to be discussed again at the October Parish Council meeting. The last date for applications to be submitted is 31st January 2020.

Action: Clerk to add Councillors Priority Fund to the October Parish Council agenda.

19.343.15 Resolution: To Approve sum of £500 for expenses to run the anti-Great Wolf Resorts campaign (DB)

DB has been asked by the Joint Parishes to contribute towards a fighting fund against Great Wolf Resorts and opened a discussion to the Council.

NM asked do we know if other villages are contributing and we will need to work out if £500 is the right amount. DB replied we do not currently know but may find out more at the next Joint Parishes meeting.

RSA mentioned that it’s actually a donation and queried if it’s the right time? DB replied that if an application is submitted in October then it is around the right time.

RW wanted to know if the fund was in a separate account to Chesterton Parish Council.

DB confirmed she would take the queries back to Chesterton PC to provide clarity ahead of agreeing any sum. Questions include what other villages are contributing, what are they planning to spend money on, how will it benefit this village with regards to our main issue around traffic and what account are they holding the fund in.

Action: DB to request further clarity around Council’s questions on fundraising for the anti-Great Wolf Resorts campaign from Chesterton PC.

Action: Clerk to add Great Wolf Resorts donation discussion to the October Parish Council agenda.

19.343.16 Discussion and Resolution: To Approve 1 year subscription to CPRE Oxfordshire for £36.00 (DB)

DB presented a request to join CPRE (Countryside Protection of Rural England) Oxfordshire by the chairman of CPRE Cherwell District.

The resolution to approve 1 year subscription to CPRE Oxfordshire for £36.00 was proposed by DB and seconded by RSA. It was supported unanimously by the Council.

Action: Clerk to subscribe to CPRE Oxfordshire.

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19.343.17 Resolution: To Approve the following invoices for payment:

The clerk requested approval of the following invoices detailed in the table below. The resolution to approve the above invoices was proposed by RW and seconded by RSA. It was supported unanimously by the Council.

Payee	Purpose	Total payable incl VAT	Budget Line
Village Hall	Village Hall Hire (Sept-Dec 19 PC meetings)	£60.00	Meeting Costs/Hire of hall for meetings
Jill Robinson	Book Keeping work (April-June 2019)	£150.00	Staff Costs/Book keeper
Eric Payne	Grass cutting - The Stocks & Ben Jonson (July & August)	£180.00	Works/Highways/Grass Cutting
Playsafety Limited	RoSPA Play Safety Annual Inspection August 2019	£99.00	Works-Playing Field/Play Area Inspection
123 Connect*	Hosting Parish Council Exchange Mailbox for clerk@ address for 1 year (2019/20)	£144.00	IT/Email Server
CPRE Oxfordshire	1 year subscription for Parish Council	£36.00	Subscriptions (additional)

* Credit note issued by 123 Connect for £144 for cancelled info@ exchange mailbox

Action: Clerk to update invoice log with approvals.

Action: Clerk to update Transparency log of invoices in excess of £100 and add to PC website.

Action: Clerk to initiative request for payments from councillors.

Action: Councillors to process online payment requests.

19.343.18 For Discussion: to discuss and agree recommendations from the Planning Group

The Clerk highlighted the key changes in the planning report from the August Parish Council meeting.

Decision Received

19/01218/F Erection of linked garage and garden store - The Paddock, Church Lane (Behind Ladygrass) - **Approved**

Awaiting Decision

19/00025/DISC | Discharge of Conditions 3 (tile sample), 4 (stone sample), 5 (timber sample), 6 (landscaping), 8 (doors and windows), 9 (architectural detailing), 10 (enclosures), 11 (parking and manoeuvring areas) and 12 (means of access) of 18/01251/F | **Sycamore House, Shepherds Close**

PC commented on Condition 11 (parking and manoeuvring)

& 12 (means of access) 13.3.19 - Still awaiting update (chased)

19/00231/DISC | Discharge of conditions 5 (car parking provision) and 6 (landscaping scheme) of 18/00034/F | **Little Chef Part of A34**

Awaiting CDC

New Applications

19/01486/F Insulate and render exterior of house and erect garages and carport in place of stables and garage. Installation of oil tank. **The Cedars, Mill Lane**

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A resident who lives close to this property commented that they thought it would improve it and had no problem at all with the scheme.

The Parish Council confirmed they consider the scheme suitable and request HD to provide a suitable response.

Action: Clerk to notify HD of the comments on The Cedars, Mill Lane scheme to be sent to Cherwell Planning department.

Tree Works

Approved / Completed

19/01340/TCA Magnolia Tree to be felled due to excessive shading and close to foundations – works in a conservation area – The Cedars, Mill Lane

Approved

19/00174/TCA | T1 x Willow - Crown reduce by up to 30%, including reduction back to previous cut points or similar suitable cut points, including crown thin and removal of all deadwood. | Willow Cottage Church Road

Approved

New Application / Awaiting Decision

9/00172/TCA | Tree works as per attached tree schedule. | Newby Cottage Northampton Road - Works to trees / hedges along the border with Knowle Lane houses to South

Awaiting CDC

Ongoing Planning issues

Southfield Farm / Land north of Oak View Phase 1

NM confirmed there were no further developments on this part of the scheme.

Southfield Farm / Land north of Oak View Phase 2

Turned down by CDC second time – going to appeal again REF 19/00038/REF

CDC contact Matthew Chadwick 01295 753 754

NM confirmed that comments for the appeal on Phase 2 are to be submitted by 24th September 2019 to the Planning Inspectorate. The Parish Council will put together a report of the key points highlighted.

Following a query from a resident it was confirmed that the general public do not need to object again.

Great Wolf Resorts Water Park – Chesterton

PC is involved with Chesterton PC due to traffic issues

Bicester Sports Association app, Green Lane Chesterton

19/00934/F | Change of Use of Agricultural land and extension of the existing Bicester Sports Association. CDC Officer is James Kirkham

Objection Sent in re Traffic – ongoing

<p>Minutes Approved:.....Dated..... </p>
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19.343.19 For Information: to receive an update on the Works Group (RSA)

RSA highlighted the key points from his playground report. The equipment and playground were inspected on 4th September 2019 and the general appearance is good. The ROSPA report highlighted a few minor repairs that are necessary, but generally the condition was acceptable.

RSA publicly thanked the volunteers who have been looking after the playing field and playground so well – Mark East, Eric Bohm and Graham Barnett.

RSA has also confirmed that John Miller is unable to quote formally for the North Lane Pond dredging and an alternative solution would be required.

A resident highlighted two redundant road sign holders have been left on B430 verge. RSA confirmed he would investigate and organise their removal.

It was commented that a sign placed on the village green for the Kirtlington fun run was rather large with potential for blocked visibility on the main road and placed without any prior knowledge of the council. Whilst the Council were very happy to support the display of signs, future notification would be advised.

Action: Clerk to contact Kirtlington PC regarding sign placed on village green.

Action: RSA to investigate redundant road signs on verge of B430.

19.343.20 For Information: to receive an update on the Traffic Group and **Resolution: To Approve** spend of up to £250 for traffic surveys on B430, Northampton Road (NM)

NM confirmed that the traffic surveys have been delivered to residents (the survey was also available online); they are due to be received back by 6th September. The results will then be reviewed with the Traffic Group and feedback provided to the Parish Council.

Following the last Council meeting NM has emailed Mike Wasley from Oxfordshire County Council (OCC) regarding several matters in the village including road painting and traffic surveys. The clerk followed this email up with him at their recent meeting.

NM has contacted OCC to determine what type of traffic surveys are available for the B430 with the potential to do an HGV survey as well as a vehicle count. Once the best option has been evaluated he will proceed with ordering the survey. Mike Wasley also confirmed that the Council should be able to access historic surveys on the website and we can contact them for further assistance if they are unavailable.

DB offered to approach Islip Parish Council to see if Weston on the Green could use the traffic speed gun.

Resolution to approve spend of up to £250 for traffic surveys on B430 was proposed by NM and seconded by RW. It was supported unanimously by the Council. A budget line for this expenditure has previously been agreed: Traffic/Application to reduce speed limit.

Action: NM to provide feedback to council once traffic surveys have been analysed.

Action: NM to proceed with organising traffic survey on B430.

Action: DB to approach Islip PC regarding use of the traffic speed gun.

19.343.21 For Information: to receive an update on the Transport Group (DB)

DB confirmed that the transport group are waiting for the traffic group surveys to be completed before the transport surveys are sent out. The surveys will be brought to the October Parish Council meeting.

Action: Clerk to put Transport Group surveys on agenda for October Parish Council meeting.

19.343.22 Date of next meeting: Thursday 10th October 2019

The meeting ended at 21.21

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