

MINUTES

For the meeting of Parish Council, held on Wednesday, 3rd August 2022

Meeting Number 22.384

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

Public Participation

There was nothing to note for this meeting.

22.384.1 To Receive: Apologies for non-attendance

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

Councillor Mullane had sent apologies that he would be late, which were accepted, and he arrived part way through the meeting.

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

1 member of the public was in attendance.

22.384.2 To Receive: Declarations of Interest

SD declared declarations of interest in relation to planning applications 21/04299/OUT (Appeal: Reynards Lodge, North Lane) alongside applications 22/01291/F and 22/01292/LB (Westfield Farm Cottage, North Lane).

RSA declared a declaration of interest in relation to 22/01699/TCA (Mill Brook, Mill Lane).

22.384.3 To Receive & Approve: Minutes of the Parish Council meeting held on 6th July 2022 (DB)

The minutes of the Parish Council meeting held on 6th July 2022 were discussed with no changes required.

The resolution to approve the minutes for the Parish Council meeting held on 6th July 2022 was then proposed 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.

22.384.4 For Information: Chairs Comment (DB)

DB commented that following the Jubilee celebrations July had been a quieter month compared to June.

To some extent we have spent a lot of time waiting... waiting for the Oak Tree path to be resolved, waiting for the fibre to the premises to be resolved, waiting for the draft of the Local Plan so we could begin the Neighbourhood Plan Review. We try and get decisions made while our contacts are not the decision makers however, we are so fortunate that our County and District Councillors are prepared to intervene and speak to senior staff at OCC and CDC.

DB commented that the Council were disappointed with the Siemens decision because of the scale of the build and the future impact on our roads.

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The Council understands the importance of creating a strong defence of our borders after next May when the housing numbers on our Neighbourhood Plan are up for renewal. All of these points lead us to the importance of a Parish Council development plan that has strong ties to our Neighbourhood Plan and that takes us into the future vision of the village.

22.384.5 For Information: Clerk report (Clerk)

The clerks report to the Council was noted which confirmed that an invoice had been sent to Ardley United Football Club for the rental of the playing field for 2022-23 and that training had been offered to the clerk on the new Code of Conduct.

The clerk also confirmed that SSE Networks had been in contact to say they were investigating the rubbish left following works at the Weston Manor sub-station on B430.

22.384.6 For Information: Oak Tree footpath update (DB)

DB confirmed that there was nothing new of significance to note. Councillor Simpson had already confirmed that he will investigate this issue again when he returns from holiday later in August.

22.384.7 For Information: Verbal update on new Village News edition (CR)

CR provided an update on the launch of the new Village News. The revamped Village News with a new layout has been delivered free to everyone in the parish and to various business locations inside and outside of the village, this resulted in around 650 copies being printed.

CR highlighted the process of obtaining new advertising income for the news to ensure the sustainable future of the magazine. CR highlighted what a great team effort it took with a lot of hard work from many people.

DB thanked all the volunteers for delivering the new Village News, alongside a wonderful job done by Alex as editor and CR for all his support and hard work.

22.384.8 For Discussion: Overview of Parish Council Development Plan 2022 (DB)

The Council discussed the specific actions that Councillors have identified under each Parish Council value to be developed out of the Parish Council Development Plan 2022.

Discussions were held over the key areas in the plan including housing needs, traffic, fibre, footpaths, village welcome pack, playing field works and biodiversity.

Due to current resources it was agreed to move the extension to the B430 cycle route northwards into the next cycle and monitor any potential S106 funding opportunities.

It was also noted the Village Hall were looking into the potential of installing an EV charging point and therefore this item would be removed for now.

Councillor Mullane joined the meeting.

Transport and community bus options including the 250 bus and a DRT (direct responsive transit) option highlighted by OCC were also discussed. Further investigations are required on these options and Councillor Patrick offered to provide any information he collected.

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22.384.9 For Information: Oxfordshire County & Cherwell District Councillor updates (Councillor Simpson /Councillors Coton & Patrick)

Councillor Simpson – Oxfordshire County Council:

Councillor Simpson had sent his apologies.

Councillor Patrick – Cherwell District Council:

Councillor Patrick highlighted the following items in his monthly update:

- OCC 2050 plan – district councils had not been able to reach an agreement on housing requirements so the OCC 2050 plan has been scrapped with housing requirements to be led by the district councils via their own local plans.
- CDC gave a commitment to put plans together to support refugees as they begin to settle into communities.
- Cost of living crisis: CDC confirmed its aim is to access as much funding as possible and make it available to people.
- Our district councillors also opposed the re-opening of Campsfield House in Kidlington as an immigration detention centre.
- In terms of planning: our district councillors proposed to reject the Siemens application at the planning committee meeting but unfortunately it was permitted. A planning application for 40 flats at the former Bicester magistrates court building was however rejected.

22.384.10 For Information: Works update including playground report (RSA/JM)

RSA highlighted that the playground will shortly undergo an annual inspection and therefore there was no inspection report submitted for this meeting.

The audit of the trees in the spinney is to be brought as a resolution to a future Parch Council meeting.

Action: Clerk to place spinney tree audit on a future PC meeting agenda.

Dalcour Maclaren will undertake a community half day helping in the village on 24th August 2022, undertaking work in the playground.

22.384.11 Resolution To Approve: Parish Council Q1 FY 2022/23 financial accounts (SD/DB)

The Parish Councils Q1 accounts for financial year 2022/23 were presented to the Council following their approval by the finance advisory group. A summary of expenditure in Q1 vs budget, bank reconciliation and income details were provided. The clerk confirmed the Council had received income from Cherwell District Council (half the annual precept payment), VAT refund and the Oxfordshire County Council annual verge grass cutting payment.

The resolution to approve the Parish Council Q1 FY 2022/23 financial accounts was proposed by DB and seconded by RSA. It was supported unanimously by the Council.

Action: Clerk to upload the Parish Council Q1 accounts (FY 2022/23) to the Parish Council website.

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22.384.12 For Information: Report on Elderly & vulnerable residents during 18th/19th July heat wave.
Resolution To Approve: spend of £235.45 to Diane Bohm for heat wave supplies provided to residents in July 2022 as detailed in report (DB)

DB commented on the report provided to the council on the steps taken to ensure 15 vulnerable residents in the parish were supported during the heat wave in July with emergency spending agreed between the chair and vice chair.

The Council agreed this had been a great supportive idea and thanked DB/SD for their efforts with parishioners.

It was suggested that potential heat wave issues should be included in the emergency plan and a budget line should be included in the next budget for emergencies.

Action: Heat wave risks to be included into the village emergency plan.

Action: Emergency budget line to be included in 2023/23 budget.

The resolution to approve spend of £235.45 to Diane Bohm for heat wave supplies provided to residents in July 2022 as detailed in report was proposed by DB and seconded by SD. It was supported unanimously by the Council.

22.384.13 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
280*	Oxford Edens	Grass cutting 11/07/22 (playground, stocks/Ben Jonson)	£228.00	Village Works/Village contractor grass cutting	£3,288.00
281	Clerk (J Mullane)	Plants & compost for planters (Sainsburys)	£28.50	Village Works/General village maintenance	£553.84
282	Clerk (J Mullane)	Playing field storage equipment (Amazon)	£34.29	Village Works/Children's play equipment	£100.00
283	Clerk (J Mullane)	Printer ink (Amazon)	£20.80	Sundries/Office administration costs	£206.19
284	WotG Memorial Village Hall	Village Hall hire for PC meeting 13 June 22	£15.00	Meeting Costs/Hire of Village Hall	£135.00
285	Cherwell District Council	Election Costs May 2022	£100.00	Election Costs/PC Election 2022 costs	£1,000.00
286	Diane Bohm	Heat wave (July 22) supplies provided to residents	£235.45	Contingency	£2,816.35
287	Diane Bohm	Playing field Jubilee items	£60.04	Contingency	£2,580.90

It was noted that invoices 280 had been paid to avoid late payment fees.

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.

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

Key planning applications on the planning report (updated 3rd August 2022) were discussed by the Council.

Building Applications:**Decision Received – Permitted**

21/00873/F – Kemsley Farm, Northampton Road: Conversion of barn to residential dwelling, amended to remove extension

- Subject to further details of access to Akeman Street
- Subject to more detailed architectural exterior design and materials
- Subject to landscaping scheme

22/01287/F – Forge Farm, Northampton Road: Conversion of part of an existing stable building into single-bedroom dwelling for occupation by an equestrian worker. Subject to following conditions:

- Use by groom only
- No enlargement or alteration

22/01553/LB – Weston Manor: Internal conversion of storage rooms to staff accommodation.

22/01506/LB – Weston Manor Coach house: Internal conversion of existing rooms to 6 new upgraded guest rooms

- Request to remove rooflights to newly created guest rooms

Existing work reportedly to be rectified following the issuing of a document detailing issues from CDC Enforcement.

22/01144/F – Parcel of land SW of Grange Farm Chesterton (Siemens development)

Permitted at Committee

Objections on the grounds of Policy C8 (sporadic development in the countryside should be resisted) now considered superseded by policy SLE1 (permits employment development on rural open countryside locations provided exceptional circumstances have been demonstrated. CDC claim that the proposal satisfies the seven criteria.

Permissions subject to the following investigative requirements:

Landscape and Ecological Management Plan
 Construction Environmental Management Plan
 Contamination report
 Archaeological Investigation Plan
 Woodland Management Plan
 Sustainable Surface Water Drainage Plan
 Flood Exceedance Convergence Plan
 Updated Biodiversity Impact Assessment Plan

Decision Received – Rejected

None

Awaiting Decision**22/01778/F – Robin’s Folly, Mill Lane**

Demolition of existing conservatory and replacement with sun room

Commented

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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. **Commented**

New Applications:**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.

It was noted that there is potential over development at the site following previous application concerns and this needs considering. Councillors to provide any comments to SD ahead of submitting Parish Council comments.

Appeals**21/04299/OUT- Reynards Lodge**

Appealed removal of Condition 11 (no dwelling above one storey height) of 21/02146/OUT - Outline application demolition of workshops, stables and tennis court and erection of three dwellings and conversion of existing building to form a dwelling. **Commented**

Tree Works:

22/01624/TCA – Weston Manor Cottage, Northampton Road

T1 x Ash – Fell (signs of die-back in crown); T2 x Oak - Fell T3 x Willow – Fell (close to drains and cottage) at rear of cottage. **Commented**

Rejected / Issues

None

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

22.384.15 **Next Parish Council Meeting Date:** Wednesday 7th September 2022, 7.30pm (DB)

Meeting Closed: 21.41

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