

## MINUTES - DRAFT

For the meeting of Parish Council, held on Wednesday, 7<sup>th</sup> September 2022

Meeting Number 22.385

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

### Public Participation

A resident queried if any progress had been made on water flow in the village and the weir. JM commented that no work had been carried out as yet but he would be clearing out the ditches in the vicinity (subject to Environment Agency approval) whilst undertaking other work on adjacent land. JM confirmed that the land owner did not wish any other villagers to carry out work on his land.

Alternative works may be discussed between JM and the landowner should the ditch clearing not assist the water flow through the village.

#### 22.385.1 To Receive: Apologies for non-attendance

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

Councillor Bohm sent her apologies, which were accepted. Councillor Davis chaired the meeting.

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

4 members of the public were in attendance.

#### 22.385.2 To Receive: Declarations of Interest

SD and RSA declared declarations of interest in relation to planning applications 22/01291/F and 22/01292/LB (Westfield Farm Cottage, North Lane) and 22/01778/F (Robin's Folly, Mill Lane) respectively.

#### 22.385.3 To Receive & Approve: Minutes of the Parish Council meeting held on 3<sup>rd</sup> August 2022 (SD)

The minutes of the Parish Council meeting held on 3<sup>rd</sup> August 2022 were discussed with no changes required.

The resolution to approve the minutes for the Parish Council meeting held on 3<sup>rd</sup> August 2022 was then proposed by SD and seconded by RSA. The motion was supported unanimously by the Council.

It was noted that under item 22.384.12, regarding the recent heatwave response, if any residents were aware of people who needed extra support please feel able to contact the Parish Council.

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

#### 22.385.4 For Information: Chairs Comment (SD)

SD commented on a few issues in her report that have been under discussion over the summer period:

- planning pressures - increasing number of approaches that we receive from developers wanting to consider sites around the village and likely to see more formal approaches over the winter period. Further discussion required around priorities for the village.

- water reductions/hose pipe ban

Parish Council Meeting Minutes: 7<sup>th</sup> September 2022

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

- impending cost of living crisis/energy crisis
- traffic worries relating to large scale developments in the area
- pothole fixing
- village ponds
- new draft of Cherwell Local Plan imminent which will indicate items that could affect the parish and the update of the Neighbourhood Plan. The Parish Council is considering working with Community First Oxfordshire to assist with the Neighbourhood Plan update, they would look at undertaking a new village survey, assist with updating policies and identifying gaps in the existing Neighbourhood Plan. A proposal and costings have been received and will be presented to the Council for discussion at the October 2022 Parish Council meeting.

**Action:** Clerk to place Neighbourhood Plan/CFO work proposal and costings to October Parish Council meeting agenda.

**22.385.5 For Information:** Clerk report (Clerk)

The clerks report to the Council was noted which confirmed that the Council had received payment (£250.00) from Ardley United Football Club for the rental of the playing field for the 2022-23 season.

The Parish Council solicitor for the purchase of the playing field and spinney has confirmed that the Parish Council owns all the boundaries surrounding the playing field and spinney as identified on the map below (marked by a 'T').



The solicitor is working with Land Registry on the final transfer documents.

The Parish Council have been notified that Barclays Bank are changing our Active Saver Account (xxx1629) to a Business Premium Account on or around 8<sup>th</sup> November 2022, in order to simplify the range of accounts they offer. The sort code and account number will not change. The Business Premium Account is reportedly a simple, flexible instant-access savings account with no withdrawal restrictions.

The clerk has also dealt recently with potholes, fly tipping, graffiti and the ongoing SSE waste issue on B430.

**22.385.6 For Information:** North Lane Pond discussion (RSA/JM)

A discussion was held between Councillors and with members of the public surrounding the pond in the middle of North Lane. In the past the pond was a heavily managed ornamental pond, with recent environmental changes a more natural pond has emerged. There is no longer a sustainable supply of water to feed the pond all year round and the pond water level is therefore weather dependent.

A section of the wooded edge at the front of the pond requires rebuilding and some of the reeds will therefore need to be removed. The overflow sluice under the road also requires checking to ensure it is clear. A discussion was

<i>Parish Council Meeting Minutes: 7<sup>th</sup> September 2022</i>	
Minutes Approved: .....	Dated.....

held over the removal of silt from the pond. Any silt removal would require consent from the Environment Agency with clear directions on where the silt is to be taken to and analysed before it can be removed. It was agreed that costings would be provided and a further discussion would take place at a future Parish Council meeting.

**Action:** Update North Lane group on potential work and plans for North Lane middle pond.

**Action:** Clerk to place an item on PC agenda for planning and JM costings for North Lane pond work.

#### **22.385.7 For Information:** Oak Tree footpath update

Roger Evans provided a written report to the Council on the footpath at the top of North Lane which was read by SD. CDC and OCC are both agreed that the built structure needs to be removed and restorative work carried out to the oak tree with a new permeable path constructed behind the tree in line with the Parish's design.

County Highways have asked the Southfield Farm Administrator to put the work in hand but nothing has happened to date. OCC continue to chase the Administrator on this.

We are concerned that with autumn approaching, there is no usable footpath connection from the Southfields development, the built structure obscures forward visibility and the ramps are unsafe. Both our arborist and the CDC arborist state that the tree is in poor health as a consequence of the building work.

We are pursuing this as a matter of urgency with both councils with the support of CDC Councillors Gemma Coton and Angus Patrick and also OCC Councillor Nigel Simpson and the Council are grateful for their continuing support. We held a meeting with the involved councillors to review options last week and there will be a follow-up meeting with both members and officers later this month to try and expedite matters.

#### **22.385.8 For Information:** Technology Advisory Group update

SD noted that James Henderson had confirmed that there was no further information available on the full fibre to the premises project in the village and we are still waiting for the completion of the lot-sale process.

#### **22.385.9 For Information:** County & District Councillor updates

*Councillor Simpson – Oxfordshire County Council:*

Councillor Simpson highlighted key topics within Oxfordshire County Council including:

- End of 250 bus service at end of 2022. Discussion over a replacement DRT scheme running to Oxford Parkway only.
- Plan to trial new bus gates in Oxford.
- OCC/CDC divorce – originally it was highlighted that there would be no cost to the tax payer but currently OCC costs stand at c£800k and further redundancy payment costs to come.
- Adult education site in Kidlington closing down.
- Oxfordshire 2050 plan cancelled – government funding would now be unavailable and potential issues highlighted surrounding housing supply numbers in Oxfordshire.
- Draft Cherwell local plan imminent - further information around housing supply numbers would become available.

*Parish Council Meeting Minutes: 7<sup>th</sup> September 2022*

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

Councillor Patrick – Cherwell District Council:

Councillor Patrick highlighted the following items in his monthly update:

- Attended meeting with the Parish Council on the oak tree path
- Attended meeting with OCC on full fibre project
- Free bus passes for Ukrainian guests for 3 months
- CDC cost of living webpage information updated
- Draft Cherwell local plan expected imminently so should know more soon on local housing supply

**22.385.10 For Information:** Works update including RoSPA annual Playground Inspection Report and Community Service Day (RSA/JM)

RSA highlighted that the RoSPA annual playground inspection was carried out in August 2022 and the report had been circulated to the Council for review. Items highlighted for maintenance will be investigated further.

RSA confirmed that Dalcour Maclaren had undertaken their community work day on 24<sup>th</sup> August and undertook playground works, picnic area levelling, clearance in the spinney and hedge cutting. The Council thanked RSA, DB, Eric Bohm and Mark Jonson for leading the day, JM for providing the topsoil and all the Dalcour Maclaren volunteers for their hard work.

The Council went on to formally thank Mick East for doing such a fantastic job restoring and fixing the Coronation bench back carved section 'Coronation 1953' to one of the new benches.

**22.385.11 For Information:** External Auditor report received & confirmation of end of financial audit for FY 2021-2022 (SD)

SD informed the council that the external auditors report for FY 2021-22 had been received by the council with only a minor rounding error noted. The notice of the conclusion of the audit had been placed on the Parish Council website and noticeboards.

The Council also commented how the cost of the external audit had increased and the clerk confirmed this would be taken into account when setting next years budget.

**Action:** Clerk to consider costings for new External Auditors in budget for FY 2023-24.

**22.385.12 Resolution To Approve** Spend of up to £200 to support the creation of Village Welcome Kits for new residents to the village to be taken from the Contingency budget line (SD)

The resolution to approve spend of up to £200 to support the creation of Village Welcome Kits for new residents to the village to be taken from the Contingency budget line was proposed by SD and seconded by NM. It was supported unanimously by the Council.

**Action:** Clerk to consider costings for Welcome Pack kits in budget for FY 2023-24.

**22.385.13 Resolution: To Approve** the following invoices for payment (SD)

SD 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
288	Robin Stafford Allen	Handyman payment for clearing footpaths in spinney	£30.00	Village Works/Spinney maintenance	£1,000.00

Parish Council Meeting Minutes: 7<sup>th</sup> September 2022

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

289	Playsafety Limited	RoSPA Play Safety 2021 Annual Inspection of Playground	£100.80	Village Works/Playground annual RoSPA inspection	£99.00
290	123Connect Limited	Exchange mailbox - clerk email	£144.00	IT/Email server	£144.00
291	OALC	Planning Training x2 Councillors on 21/11/22	£132.00	Staff Costs/Clerks & councillors training	£400.00
292	Moore	External audit review FY 2021-22	£360.00	Insurance & Auditing/Audit fees	£240.00
293	Eric Bohm	Dalcour Maclaren community work day – Danish oil	£49.50	Village Works/Playground maintenance	£100.00
294	Robin Stafford Allen	Dalcour Maclaren community work day - maintenance items	£93.99	Village works/Playing field maintenance	£300.00

The resolution to approve the invoices detailed in the table was proposed by SD 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.

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

Key planning applications on the planning report (updated 7<sup>th</sup> September 2022) were discussed by the Council.

### **Building Applications:**

#### **Decision Received – Permitted**

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

Condition 11 (no dwelling above one storey height) of 21/02146/OUT – removed to reserved matters.

#### **Decision Received – Refused**

##### **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.

#### **Awaiting Decision**

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

Demolition of existing conservatory and replacement with sun room.

**Commented**

##### **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.

**Commented**

#### **New Applications**

##### **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. Comments due by 29/9/22

*Parish Council Meeting Minutes: 7<sup>th</sup> September 2022*

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

## Tree Works:

### 22/02457/TCA - The Laurels, Brooklyn Gardens

Fell 2 x ash (dieback); 1 x oak remove damaged stem; 1 x sycamore fell. Comments due by 9/9/22

Councillors were advised to provide any comments on planning applications to SD.

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

SD commented that the Cherwell planning enforcement team are working with The Manor to ensure all alterations undertaken have planning permission and are appropriately installed. The existing lighting plan is to be revised.

SD completed the planning section by discussing a useful map provided by SD which highlights the planned and potential major developments being considered in the surrounding area and the risk posed to the B430 and village. These included:

1. Rail freight interchange, Ardley (J10 of M40) – large scale development. Stage 1 consultation ongoing. SD and DB visited the exhibition and expressed concerns on a number of fronts:

- traffic increase
- biodiversity issues
- problems with J10 of M40 and access to the site - potential for problems to be shifted to J9 and the potential impact on the village and A34

2. Baynards Green: logistics development

3. Bicester major housing developments

4. Great Wolf Resort, Chesterton

5. Bicester Village – map provided to show proposed car and cycle hub plus public park on site of former rugby field, highlighting that around half of the former green space would be lost to hard standing.

6. Graven Hill housing development

7. Symmetry Park, Bicester: industrial units

8. Siemens Healthineers development, nr Wendlebury



*Parish Council Meeting Minutes: 7<sup>th</sup> September 2022*

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



The issue surrounding all these applications is that each development is taken in isolation when considered by the planning departments rather than collectively. The Parish Council continues to raise this issue with planners with each new application response provided and always have in mind an overview of the bigger picture when responding to planning applications.

**22.385.15 For Information:** Traffic Advisory Group update (NM)

A Traffic Advisory Group meeting is due to be held shortly where the work on reducing the speed limit on B430 will be discussed further.

With thanks to Graham Barnett and the volunteers the traffic sentinel work has been ongoing. New permanent Community Speedwatch signs have been ordered to go on the village gates, temporary signs will therefore not be required which currently encourage people to slow down when they have sight of them.

It was also noted that Siemens had not contacted the Parish Council again following previous conversations surrounding traffic issues and biodiversity and a follow up meeting was required.

**22.385.16 Next Parish Council Meeting Date:** Wednesday 5<sup>th</sup> October 2022, 7.30pm (SD)

**Meeting Closed:** 21.10

