

MINUTES

For the meeting of Parish Council, held in Village Hall on Wednesday 6th September 2023

Meeting Number 23.400

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

Public Participation

There was nothing to note in this section.

23.400.1 To Receive: Apologies for non-attendance

Councillors Bohm (DB), Davis (SD), Lanham (BL), Miller (JM) and Rowan (TR) were all present.

Councillor Rosser sent his apologies which were accepted.

Councillors Nedelcu and Cotton (Cherwell District Council) and Councillor Nigel Simpson (Oxfordshire County Council) were in attendance.

4 members of the public were in attendance.

23.400.2 To Receive: Declarations of Interest

Declarations of interest were declared by TR in relation to tree planning application 23/02260/TCA (Mill House, Mill Lane) and JM in relation to application 23/01788/F (New Sarum, Northampton Road).

23.400.3 To Receive & Approve: Minutes of the Parish Council meeting held on 2nd August 2023 (DB)

The minutes of the Parish Council meeting held on 2nd August 2023 were discussed with no changes required.

The resolution to approve the minutes for the Parish Council meeting held on 2nd August 2023 was proposed by DB and seconded by BL. The motion was supported unanimously by the Council.

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

23.400.4 For Information: Chairs Comment (DB)

DB confirmed that the CDC Executive has approved the Local Plan for consultation. This is long overdue and the Council need to peruse the document before they recommend comments for discussion at the October Parish Council meeting.

DB has been in touch with Colin Rosser recently and he has decided that unfortunately it would be best to stand down from the Parish Council for personal reasons but will continue to support the work of the Village News.

The Council have been hoping for news from OCC regarding our request for information about costs for changing the speed limit on the B430, however after months of asking, we've had no communication. The Traffic Advisory Group wants to be able to submit financial costs for necessary work and is unable to do so.

There has been some concern with children on scooters on Church Lane – especially with the speed of traffic, which also causes concern. The situation has improved since parents were made aware of safety issues.

The recent Food Bank drive was very successful with 136.5 kg of food collected for the Bicester Food Bank who were again very grateful.

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23.400.5 For Information: Clerk report (Clerk)

The clerks report to the Council was noted which confirmed the usual clerk salary payments from the Parish Council bank account. The Council also received a grant payment (£700) from OCC/Community First Oxfordshire for the running of the community van.

The OCC Highways Officer has programmed in a cut back and siding out of the encroaching vegetation along the cycle path on B430 and on the route up towards the bridge over A34 and has also marked up a number of potholes for fixing.

23.400.6 For Information: Cherwell District Councillor updates (Councillors Coton & Nedelcu)

Councillor Coton highlighted the following items in CDC's monthly update:

- Draft Cherwell Local Plan has been approved by the CDC Executive and will now go out to consultation. It was noted that the individual housing targets for villages have been removed and replaced with a bulk allowance of 500 houses for the whole district. Chesterton is still highlighted as an area for development.
- A professional town centre retail consultant has been signed off to research future plans for Bicester Market Square.
- CDC offices – consultation underway regarding a potential move from Bodicote House to Castle Quay.
- Southfields development – Councillor Cotton has been in touch with key members of CDC, including the Chief Executive, to highlight the concerns around the development.
- It was noted that CDC will not be able to recover c£2m from residents/businesses this year due to difficulties over the increase in the cost of living.

23.400.7 For Information: Update on oak tree, North Lane footpath (Roger Evans)

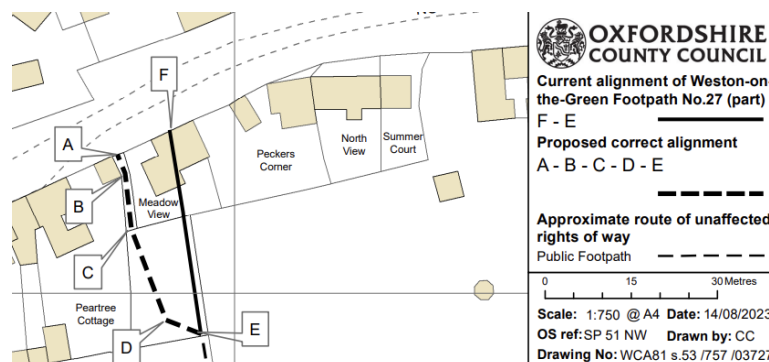
Roger Evans provided a report for the council: Demolition work has been on hold for almost four months while the OCC highways contractor prepares a Method Statement as requested by CDC. We are advised that OCC has now approved the cost of preparing this. We have asked that the arborists at both County and District work together to expedite matters asap.

DB requested that CDC councillors keep this issue on their radar.

23.400.8 For Information: Update on amendment to definitive map showing North Lane - Westlands Avenue footpath (Graham Barnett)

Footpath Warden, Graham Barnett informed the Council that Footpath 27, which runs from Westlands Avenue to North Lane along the side of the Schoolfield, was mapped incorrectly in 2006 on the definitive map. The map indicates that the footpath goes in a straight line out to North Lane directly through Meadow View house.

This issue was noted by OCC when the Council applied to put the matting down on the section of footpath off North Lane. Unless any objections are received OCC will then amend the definitive map to show the footpath in its correct position.



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23.400.9 For Information: Playing field and playground update (BL)

BL provided an update to the Council on the playing field:

Brambles and overhanging vegetation along the spinney footpath at the rear, around gate to field and couple of benches were cut down at the beginning of August. Further work is required to get on top of growth.

Numerous requests to lower the temporary fence to gain access from the far left corner of the field have been received – BL discussed this with DB and it has been lowered. Previously trampled down wire fencing will need to be removed to avoid a trip hazard.

The footpath warden advised the Council not to lower the fencing as it is not a public footpath and it is advisable for the Council not to encourage people to walk on non-public footpaths.

ROSPA report on annual playground inspection had been circulated. There are a number of medium to low risk issues which will need discussing regarding any remedial work. Main issue of note is rot of the swing frame base.

In September BL will be meeting with play equipment providers, discussions around trail through spinney and Ardley FC.

Dalcour Maclaren have requested using the playing field for a work social gathering on 28th September 2023, which was approved by the Councillors.

In response to a query, JM confirmed he is currently obtaining quotes regarding the ongoing maintenance of the playing field area which will be discussed at a future Parish Council meeting.

Action: Clerk to add discussion over quotes for ongoing maintenance of playing field area to a future PC meeting agenda.

23.400.10 For Discussion: Discuss recommendations from the Planning Group on planning applications (SD)

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

Building Applications

Decisions Received – Permitted

22/03709/F - Starbucks A34

Addition of a drive-through facility and parking changes.

The proposal is for the addition of a small serving window with flat roof overhead on the north-west face of the existing building and rerouting traffic in and out of the site.

Decisions Received – Refused

None

Awaiting Decision

23/00994/F – Family Farm, A34 South

Installation of a new Outdoor Swimming Pool (10m x 3m), Associated hard soft landscaping and conversion of existing Outbuilding into a Swimming Pool Plant Building. **Commented**

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23/01788/F – New Sarum, Northampton Road

Formation of a two storey side extension to accommodate an annexe, and a single storey extension across the rear of the property and the creation of a dropped kerb to the existing vehicular access. **Commented**

23/01936/LB – Manor Hotel, Northampton Road

Install obscured glass double glazing to the cellar in the stable block (currently boarded up). Purpose is to stabilise humidity and temperature for storage of materials. Propose metal double glazed windows (partly submerged from external ground level). **Commented**

New Applications**23/02337/F** - OS Parcel 9366 Adjoining and West Of Vermont Northampton Road

Change of use of land from agricultural to equestrian

MOD comment: potential impact of aircraft noise (regular take-off and landing route) on safe equine use.

Appeals

None

Tree Works**Pending:****22/02993/TCA – Barnacre**, Northampton Road**22/03631/TCA – Manor Cottage****Permitted:**

None recorded

New Tree Applications:**23/02260/TCA – Mill House**, Mill Lane

G1 x nos 7 Conifers -There is a large overhang, of approx 4m and the trees are dying off, causing regular clearance of branches. A tree surgeon has reviewed the condition of the trees and informed us they are dying off and should be removed due to the size and risk of falling branches and the danger of tree(s) falling towards our property.

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

Additional items**Planning application 21/02930/M106 -Southfield Development**

Application to modify the S106 Deed of Agreement relevant to 13/01796/OUT

Update from DB: An issue over the gas supply to the houses was recently raised as the supply was found to not have a converter and therefore was not in regulation. The gas supply was therefore cut off to the whole development until the issue was fixed.

Head of planning enforcement has carried out an inspection of the site and has addressed a number of the issues. Monitoring and feedback is ongoing.

Finally, following the recent maintenance carried out at the Thames Water station on Church Lane, it was queried whether the village is at capacity for sewage clearance; it was noted that this should be considered as a key factor by the Parish Council on future planning developments.

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23.400.11 For Information: Update on Sainthill Copse (DB)

DB has requested an update from OCC regarding the examination of the ground following the Council raising concerns. Unfortunately, there has been no further communication.

23.400.12 For Information: Update on Schoolfield (DB)

DB confirmed that the Schoolfield group, whose aims are to retain the field as a meadow, has met. A contract has reportedly been signed for sheep to graze on it.

23.400.13 For Discussion: Siemens Healthineers development - funding request from parish (SD)

SD highlighted that the approved Tritax Symmetry development in Little Chesterton, off A41, attracts significant s106 allocation money to be used to mitigate the impact of the development on adjacent communities. It is considered that Weston on the Green would be impacted by increased traffic in the village due to the development.

The Council, alongside the Traffic Advisory Group, wish to put together a proposal for funds to support the potential impact on B430. OCC have provided plans for reducing the B430 speed limit to 30mph plus associated traffic calming measures, however after some considerable time we are still waiting on further cost information.

Survey data on traffic volume and speed through the village has been provided to Siemens (a new survey may also be required) along with the plans from OCC. Siemens have an analytical company who have reviewed the proposals and have requested more comprehensive plans and costings.

Support from Councillor Simpson was requested; he is meeting OCC Traffic & Road Safety Officer, Dave Catling, next week and will raise it with him.

Once further information has been gathered a proposal can be submitted to the Parish Council for consideration.

23.400.14 For Information: Gigaclear project update (DB)

Gigaclear have been active in the village but there have been concerns from some residents regarding blocking driveways and verge replacement. The contractors however have been helpful during the construction period and issues resolved.

DB and James Henderson are due to meet Rezia Khan, Gigaclear Community Engagement Manager, for a walk around the village to highlight concerns and areas that require additional work.

23.400.15 For Information: Oxfordshire County Councillor update (Councillor Simpson)

Councillor Simpson highlighted the following items in OCC’s monthly update:

- OCC HGV strategy: trials to be held in Windrush Valley and Henley, scoping report to be produced but no budget agreed yet. Likely to be Summer 2025 before strategy considered for parish.
- Meeting Dave Catling, OCC Traffic & Road Safety Officer in Middleton Stoney next week and will raise the outstanding 30mph work on B430.
- Police liaison meetings to be restarted in Chesterton on 17th October 2023, formal invite to be sent and Council will look to send a councillor too.
- New PCSO for area – suggested to try and attend one Parish Council meeting a year.
- Speedwatch – lead on the village programme indicated scheme is going well, only criticism highlighted to Councillor Simpson is there is a lack of feedback from the Police.

23.400.16 To Note: External Auditor report received & confirmation of end of financial audit FY 2022-2023 (DB)

DB informed the council that the external auditors report for FY 2022-23 had been received by the council with no comments to note. It was confirmed that the notice of the conclusion of the audit had been placed on the Parish Council website and noticeboards.

23.400.17 Resolution: To Approve the Parish Council appointment of Fair Account as the Internal Auditor for the Parish Council for FY 2023-24 at a total annual cost of £385.00 (no VAT) (DB)

The resolution to approve the Parish Council appointment of Fair Account as the Internal Auditor for the Parish Council for FY 2023-24 at a total annual cost of £385.00 was proposed by DB and seconded by SD. The motion was supported unanimously by the Council with JM abstaining as was absent from previous meeting.

23.400.18 Resolution: To Approve the following invoices for payment (DB/SD)

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

PC Ref	Payee	Purpose	Total (incl VAT)	Budget Line	Amount Remaining in 2023-24 Budget
367*	RoSPA Play Safety	Annual inspection of playground & routine inspection checklist	£142.80	Village Works/Playground annual ROSPA inspection	£101.00
368*	Oxford Edens	Grass cutting 14/08/23 (playground, stocks/Ben Jonson)	£250.80	Village Works/Village Contractor Grass Cutting	£2,172.40
369	WotG Memorial Village Hall	Village Hall hire for PC meetings (Oct-Dec 23)	£45.00	Meeting Costs/Hire of Village Hall	£255.00
370	123 Connect	Exchange clerk mailbox fee	£167.04	IT/Email server	£144.00
371	Moore	External auditors limited assurance review 2022/23	£252.00	Insurance & Auditing/Audit fees	£512.00
372	CPRE	Annual membership renewal 2023-24	£36.00	Subscriptions/CPRE	£36.00

It was noted that invoices PC ref 367 to RoSPA Play Safety and 368 to Oxford Edens had already been paid to avoid late payment fees.

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

23.400.19 For Information: Healthcare management in area (DB/SD)

DB discussed the issues of healthcare management in the area. A Neighbourhood Plan is for a locale and healthcare is for a wider district but Oxfordshire Neighbourhood Plan Alliance (ONPA) have advised that healthcare resourcing needs to be addressed at a local level and accounted for in the Neighbourhood Plan. ONPA are obtaining more information on how the information can be included into the Neighbourhood Plan.

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Additional data from residents is required if it is to be included in the Neighbourhood Plan review e.g. where people go for primary healthcare (GP) so locations of primary/secondary care facilities used by residents in the parish can be mapped.

If anyone is interested in helping SD/DB please let them know.

Additional items commented on:

Location of services at field – DB has a map from the Gallosbrook Way development however it is difficult to see and an electronic one would be beneficial or it was suggested to contact Thames Water directly.

Action: Clerk to investigate further water connection points at the playing field.

The organiser on the allotment project has requested a fence to protect the growing pumpkins. Fencing has been discussed previously by the Council and it was decided a thorough overview of the playing field area was required before installing any fencing. If allotment plans are taken forward next year fencing can be sourced over the winter so it will be ready for next year. DB to provide feedback to the resident.

Action: DB to provide feedback on allotment fencing to resident.

23.400.20 **Next Parish Council Meeting Date:** 4th October 2023, 7.30pm (DB)

Meeting Closed: 21.07

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