

# MINUTES

For the meeting of Parish Council, held in Village Hall on Wednesday 4<sup>th</sup> October 2023

Meeting Number 23.401

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

## Public Participation

There was nothing to note from the public.

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

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

Councillor Nigel Simpson (Oxfordshire County Council) attended the meeting from 8.00pm.

Councillors Coton and Nedelcu (Cherwell District Council) sent their apologies.

9 members of the public were in attendance.

### 23.401.2 To Receive: Declarations of Interest

A declaration of interest was declared at the previous meeting by JM in relation to application 23/01788/F (New Sarum, Northampton Road).

### 23.401.3 To Receive & Approve: Minutes of the Parish Council meeting held on 6<sup>th</sup> September 2023 (DB)

The minutes of the Parish Council meeting held on 6<sup>th</sup> September 2023 were discussed with no changes required.

The resolution to approve the minutes for the Parish Council meeting held on 6<sup>th</sup> September 2023 was then proposed by DB and seconded by TR. The motion was supported unanimously by the Council.

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

### 23.401.4 For Information: Chairs Comment (DB)

DB informed the Council that the Village News had a publication delay and will be delivered shortly. The joint October Food Bank collection will be held on 7<sup>th</sup> October 2023.

DB commented on the great deal of experience on the Parish Council team and that she is grateful for the time and effort everyone puts into the work of our team. However, there are frustrations moving forward when other bodies are slow to respond. DB is planning to be a voice at the Town and Parish Councils Summit on 26<sup>th</sup> October 2023.

This event is the first of “a three-part engagement and consultation plan for the development of an Oxfordshire Local Councils Charter, organised by the Charter Working Group (a collaborative group made up of representatives from the county council, district councils, Oxfordshire Association of Local Councils (OALC) and parishes and towns). The Charter aims to set out a mutual commitment for Oxfordshire’s councils to work together and strengthen partnership working to improve services and outcomes for our residents, with emphasis on working with our 300+ Town and Parish Councils.

*This is an opportunity for us to shape the shared charter from the very beginning of its development, as well as raise the issues that matter most to your residents.*

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The event will include a presentation for attendees, followed by roundtable discussions facilitated by officers and the launch of a six-week online survey for all town and parish councils, which forms the second stage of our consultation and engagement plan.”

DB is hoping that there will be some serious engagement by the district and the county.

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

The clerks report to the Council was noted which confirmed the standard clerk salary payments from the Parish Council bank account. The Council also received the second instalment of the precept from CDC (£11,865.74) and bank account interest (£105.27) covering the period 5 June-3 September 2023.

A new rubbish bin has been placed in the picnic area and the old one removed. Ahead of the winter the stream has been walked and cleared of rubbish, weeds and brambles. A number of blockages caused by large pieces of wood have been cleared, this should help flow rates if we have heavy periods of rainfall this winter. The Council thanked resident, Mark Johnson for all his work, enthusiasm and support with these works along with helping to weed and re-seed along the new footpath at the top of North Lane.

DB noted that Councillor Rosser had unfortunately formally resigned due to personal reasons, the clerk will inform Cherwell District Council and will advertise the provided vacancy notice.

**Action:** Clerk to inform CDC of a Councillor resignation and publicise the provided vacancy notice.

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

Roger Evans provided a report on the oak tree footpath to the Council:

It is now five months since the pre-commencement site meeting to remove the elevated concrete path but no action. We are concerned that:

- there is ongoing damage to the tree;
- a safety barrier may be required where the replacement path meets the B430 (the project engineer is to make a decision once the demolition work has been completed);
- the ramps to the elevated path are dangerous;
- and the railings to the elevated path obscure visibility to oncoming traffic.

We have been contacting both officers and members at district and county on a regular basis for an update without success.

The single outstanding issue is for CDC to agree with the County a written method statement for removing the elevated structure.

**23.401.7 For Information:** Traffic Advisory Group update including B430 speed reduction application and speed reduction on adjacent lanes (Graham Barnett, GB)

GB commented that it had been over two years since the verbal agreement over a 30mph limit on B430 was received, however no progress has been made despite several emails and effort.

DB spoke to Dave Catling last month who promised costings will be sent through, nothing has been received as yet.

The Parish Council has received emails from OCC as well as the lead on the Oxfordshire 20s Plenty campaign (Jean Conway) regarding the county wide 20mph speed limits in villages. 20mph has already been implemented on Church Road and Church Lane and there was a suggestion that 20mph could be requested on all roads off

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B430. GB's view is that the roads off B430 are cul-de sacs and did not see the point of putting speed limit on those lanes as it would require additional signage. The Council are working towards achieving 30mph on B430 and then the speed limit on the adjacent lanes would also be 30pmh. Following discussion Councillors were in agreement with GB.

Speed camera update for September:

- Church Road/Church Lane: 6 sessions held, reported 138 vehicles exceeding 24mph
- B430: 6 sessions held (curtailed by Gigaclear), reported 86 vehicles exceeding 46mph

Greater feedback is still required from Thames Valley Police, particularly around the process for repeat offenders and this will be fed back at the next East Cherwell Rural Community Forum meeting to be held on 17<sup>th</sup> October.

### **23.401.8 For Information:** Playing field and playground update (BL)

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

- Brief visual inspection of playground: reported no obvious deterioration aside from that previously referenced.
- The gates to the play area and the main entrance to the field could do with some maintenance.
- Ardley FC have begun their season. They raised an issue with dog fouling on the field. They request grass cutting in advance of their home fixtures (currently every other week).
- As noted above the stream has been cleared with some tidying of the surrounding areas and a new waste bin installed in the picnic area.
- Mark East has trained an additional volunteer to cut the playing field grass. There are two additional people who are prepared to volunteer with jobs around the playing field and BL will coordinate them.
- BL has met with Sovereign play equipment who have provided a quote for new playground equipment. BL will also meet with Playdale (the existing supplier) shortly. The Sovereign meeting was useful and provided some additional information of note:
  - o In general current equipment seems in a reasonable condition and the green/yellow recommendations from ROSPA are to be expected, now was a reasonable time to start to look to replace as generally equipment has a 15-20 year life expectancy.
  - o Sovereign will not undertake repairs on another providers equipment as they would have to take on the responsibility for it. BL will follow up a maintenance/repair visit with Playdale.
  - o The quote is to keep the location/footings of the current equipment as this reduces the cost, it means that the current wet pour can be 'upgraded' with the existing equipment. Bark has its limitations and they would not recommend due to maintenance issues.

BL will obtain three quotes for the work and then convene a group of local residents to discuss the options.

### **23.401.9 Resolution: To Approve** a spend of up to £600.00 (incl VAT) for a contractor to tidy up the surrounds of the playing field in autumn 2023 (JM)

The report and quotes on appointing a contractor to tidy up the surrounds of the playing field in autumn 2023 were discussed by the Council.

The resolution to approve a spend of up to £600.00 (incl VAT) for a contractor to tidy up the surrounds of the playing field in autumn 2023 was proposed by JM and seconded by TR. The motion was supported unanimously by the Council.

**Action:** Clerk to inform the successful contractor to undertake the work. Clerk to also inform the unsuccessful contractor.

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**23.401.10 Resolution: To Approve** a spend of up to £600.00 (incl VAT) for a contractor to prune hedges and vegetation around village gates (JM)

The resolution to approve a spend of up to £600.00 (incl VAT) for a contractor to prune hedges and vegetation around village gates was proposed by JM and seconded by BL. The motion was supported unanimously by the Council.

**Action: JM to inform the successful contractor to undertake the work of pruning village hedges and vegetation.**

**23.401.11 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**

**23/01936/LB – Manor Hotel**, Northampton Road

Install obscured glass double glazing to the cellar in the stable block (currently boarded up).

#### **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**

**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**

**23/02337/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.

**23/01641/F – Kelberg**, Northampton Road

Change of use from paddock to vehicle and trailer parking area – re-submission of 22/02075/F.

**Commented**

#### **New Applications**

**23/02367/DISC – Starbucks**, A34 North

Discharge of Conditions 3 (car parking details) and 4 Arboricultural Method Statement of 22/03709/F

**23/02366/NMA – Starbucks**, A34 North

Non-material amendment to 22/03709/F - The amendments sought are a result of the detailed drainage design.

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**23/02422/F – 20 Westlands Avenue**

Loft extension/conversion including increase to height of roof, and garage conversion with associated internal and external works.

Proposed extension is of significant scale, increasing the roof height beyond any similar dwellings in the Avenue. The plot, as is the case for many of the neighbouring dwellings, is already developed across the full width of the site, with the garden space also occupied with paving and garden buildings/furniture. Concern regarding over-development of the site.

**23/01872/F – 2 Church Close**

Two storey side extension including a stand-alone oak garage.

Substantial extension in similar style to existing dwelling. Roof height to match existing, no obvious overlooking issues for neighbours because of the proximity of the rear carparking space to Gallosbrook Way dwellings.

**23/02388/F - Stowe Cottage, 4 Oxford Court**

Groundworks and installation of a garden room. Standard design using composite cladding and rubber roof material. Concern that there is no positive contribution to the character of the site with this addition.

**23/02635/CLUP – 3 Shepherds Close**

Certificate of Lawfulness of Proposed Development for the laying of paving slabs in the back garden and the assembly of a small greenhouse with a maximum footprint of 2m x 2m on top.

**Appeals**

None

**Tree Works****Pending:**

**23/02260/TCA – Mill House, Mill Lane (26/09)**

**23/02269/TCA – Willow Cottage, Church Lane (26/09)**

**New Tree Applications:**

**23/02495/TCA – The School, North Lane**

T1 x Plum scrub - Clear the area in front of and adjacent to the gate to permit vehicular access. G1 x No 2 Silver Birch - Fell, in close proximity to the neighbouring residence. T1 x Silver Birch - Reduce low laterals by up to 2.5 metres, encroaching on the residence G2 x No 2 Semi mature Silver Birch - Fell to near ground level, weak specimens within a group.

**23/02497/TCA – Cobblers, Blacksmiths Close**

Bay - located to the rear of the property, reduce to 15cm.

**23/02698/TCA – Ladygrass, Church Lane**

T1 x Sycamore - Fell. Sooty bark disease resulting in the dieback of a large proportion of the crown and reduced vitality H2 x Thuja - Crown raise/reduce to clear the shared access drive to a height of 4.5 metres.

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

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## Additional items

### **Planning application 21/02930/M106 -Southfield Development**

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

A Southfield resident provided an update on the latest situation with the development. Nothing has changed since the issue was discussed at the August Parish Council meeting, there has been limited activity for the past month and the list of issues is still the same.

Administrators and contractors still do not respond to any interested parties including CDC.

A letter has been circulated to all residents to join the Southfield group so it is as inclusive as it can be.

A meeting was held on site which included members from CDC Enforcement (including the team leader Jane Law), Building Control, SD and CDC Councillor Coton.

Jane Law pointed out that CDC can only enforce what was included in the original planning application and can therefore focus on issues including compound clear up, water runoff, sewage and drainage. Building control have no jurisdiction/oversight on certification as a contracted third party service was used to fulfil sign off.

Confirmation on if the road will be adopted by OCC is also still outstanding.

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

Councillor Simpson – Oxfordshire County Council highlighted key topics within OCC including:

- Change of coalition administration for OCC
- Discussed issues surrounding Special Educational Needs provision in the county
- B430 speed application – Councillor Simpson and DB met with Dave Catling (OCC Traffic & Road Safety Officer) recently who said he would prepare costings for the B430 speed reduction plans. DB and Councillor Simpson will meet to discuss next steps.
- Oak tree footpath – Councillor Simpson will speak with the leader of CDC, Councillor Barry Wood, this week and will provide an update to DB by the end of week
- Cherwell LP out for consultation – headline: organic growth of 500 houses to be based in rural areas with majority of housing to be focussed on Banbury, Bicester and Kidlington
- East Cherwell Rural Community Forum meeting to be held on 17 October 2023. Bob Hessian as Neighbourhood Watch coordinator and a Councillor will attend.
- Great Wolf Resorts – construction has been paused whilst they look to extend their brand awareness nationally

Councillor Coton (CDC) provided a written report for the Council on two items which have been discussed elsewhere in the meeting: the draft Cherwell Local Plan consultation and Southfield development.

### **23.401.13 For Information:** Gigaclear project update (DB)

Gigaclear are continuing their works through the village often requiring them to dig up various verges. Residents are encouraged to be patient and once the works are completed restoration work will be undertaken.

Any feedback from residents Councillors receive was requested to be sent to DB so she can keep a log of activities and complaints.

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**23.401.14 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
373	Oxford Edens	Grass cutting 05/09/23 (playground, stocks/Ben Jonson)	£250.80	Village Works/Village Contractor Grass Cutting	£1,921.60
374	Clerk (J Mullane)	Printer ink (Amazon)	£50.74	Sundries/Administration & Printing Costs	£278.70
375	Eric Bohm	Fuel for community van (Shell)	£74.99	Village Initiatives/Community Bus Scheme	£1,864.43
376	Clerk (J Mullane)	Grass seed around oak tree new path (Amazon)	£32.64	Village Initiatives/Oak tree footpath	£5,000.00

It was noted that invoice PC ref 373 to Oxford Edens had been paid already in order to avoid late payment fees.

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

**23.401.15 For Discussion:** Save Our Shop update, including request for letter from Parish Council to support the project as one helping the community (DB)

SD and DB have previously met with the Save Our Shop group and indicated that a business plan was required before the Parish Council could consider providing a letter of support. A draft business plan has now been provided and reviewed by the Finance Advisory Group. The finance group will arrange a meeting with the chair of SOS to follow up on some queries relating to the plan.

**Action:** DB to arrange a meeting with chair of SOS.

**Additional Items:**

SD noted that the consultation of the draft Cherwell Local Plan had commenced, the Council are to consider their response but some initial comments included:

- Housing supply numbers for the district as a whole up to 2040: 24k new homes, 10,796 are to be located in Bicester, indicating the ongoing relentless sprawl of the Bicester area
- Strategic objectives: theme of creating sustainable, well designed distinctive healthy places with safe efficient housing. Queried who was going to monitor this given what the Council have heard about the Southfield development.
- Bicester becoming a garden city: no gardens are indicated on the plan
- Issue over Oxford's unmet housing need impacting on wider areas
- It was considered that the plan reflected poor planning and poorer execution on behalf of CDC.

**23.401.16 Next Parish Council Meeting Date:** 1<sup>st</sup> November 2023, 7.30pm (DB)

**Meeting Closed: 21.27**

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