

## MINUTES - DRAFT

For the meeting of Parish Council, held in Village Hall on Tuesday 9<sup>th</sup> January 2024

Meeting Number 24.404

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

### Public Participation

There was nothing to note in this section.

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

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

Councillor Nedelcu (Cherwell District Council) was also in attendance with Councillor Nigel Simpson (Oxfordshire County Council) joining for the second part of the meeting.

Councillor Coton (Cherwell District Council) sent her apologies.

5 members of the public were in attendance plus Daniel Moore from Manorwood Homes.

#### 24.404.2 To Receive: Declarations of Interest

JM declared a declaration of interest in relation to planning applications 23/01788/F (New Sarum, Northampton Road) and 23/03300/F (Fir Tree Farm, Northampton Road).

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

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

The resolution to approve the minutes for the Parish Council meeting held on 6<sup>th</sup> December 2023 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.

#### 24.404.4 For Information: Manorwood Homes presentation and discussion regarding the potential development of Stoneyfield paddock site off North Lane (Daniel Moore)

Daniel Moore, director of developer Manorwood Homes provided a presentation to the Council regarding the potential development of the Stoneyfield site off North Lane, looking to provide a residential development of potentially 5/7 homes. Potential site configurations and options for the site were discussed and Councillors and members of the public had the opportunity to ask questions.

The developer is keen to work alongside the Parish Council to create a scheme that is suitable for both the village and themselves and discussed the possibility of including a ransom strip (given to the Parish Council) to ensure the protection of the site from further development. The Parish Council will discuss this item again at a future meeting.

**Action:** Clerk to include discussion item regarding the Stoneyfield site on future PC meeting agenda.

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**24.404.5 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 payment of £137.18 from Barclays Bank for bank interest covering September-December 2023.

Following the flooding across Bletchingdon Road the clerk will highlight to OCC the damage to the verge adjacent to Gallosbrook stream and the new potholes on Bletchingdon Road. The clerk is also following up with ongoing drainage issues in the village.

JM also highlighted the requirement for OCC to cut back the vegetation from the road along Bletchingdon Road and this will be reported to OCC.

Confirmation has been received from OCC that following consultation the route of footpath 27 exiting onto North Lane has been legally changed on the definitive map to exit in the correct position.

**24.404.6 Resolution To Approve Parish Council budget for FY 2024-2025 (DB)**

DB confirmed that the budget for financial year 2024/25 was initially presented at the December 2023 Parish Council meeting.

The Council has since received the estimated tax base from CDC and a revised budget has been drafted which had been circulated to the Finance Advisory Group for comment and approval prior to the meeting. TR highlighted that the budget has had to absorb increases in costs across the board. The Consumer Price Index budget line has been removed as increased costs are largely accounted for in the revised budget figures already and the Contingency line is retained at 5.1% to account for all unknown costs.

The Councillors discussed the proposed increase and agreed that although inflation is coming down, the parish has still had to absorb the very high inflationary rates from the first half of 2023, making it impossible for the Council to avoid an increase in the precept for the next financial year.

At the end of a financial year the Council provides information on its reserve funds and allocates the reserves to specific projects in the parish e.g. playing field/playground development, traffic, oak tree footpath. Unfortunately some of these projects are slow in moving forwards due to limitations of waiting for responses from District and County Councils but the money is held in reserve to be utilised when they can proceed.

The resolution to approve the Parish Council budget for FY 2024/25 was proposed by DB and seconded by TR. It was supported unanimously by the Council.

**Action: Clerk to upload approved PC Budget FY 2024-25 to the PC website.**

**24.404.7 Resolution: To Approve Parish Council precept request for FY 2024-2025 (DB)**

Cherwell District Council have confirmed they would ideally like the precept request to be submitted by 12<sup>th</sup> January 2024.

The clerk informed the Council that the tax base information provided by CDC is currently in draft format and it could alter following approval by CDC.

The 2024/25 precept to be requested by Weston on the Green Parish Council is £25,949. According to the draft figures provided by CDC this would equate to a 4.5% increase ((£0.35/month) in council tax paid by households during the next financial year (2024/25) with Tax band D properties estimated to be paying £96.18/year.

The resolution to approve the Parish Council Precept request of £25,949 for financial year 2024/25, based on the budget approved under item 24.404.6 was proposed by TR and seconded by SD. It was supported unanimously by the Council.

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**Action:** Clerk to submit the precept request for Weston on the Green Parish Council to CDC by 12th January 2024.

**Action:** Clerk to highlight to Councillors if CDC notify the PC of any alterations to the tax base figures.

**24.404.8 For Information:** Playing field and playground update including discussion over future development and maintenance (BL)

**Resolution: To Approve** spend of up to £1,400 +VAT for Playdale Playgrounds to carry out the required repairs and maintenance highlighted by the 2023 RoSPA playground inspection report (BL)

**Resolution: To Approve** spend of up to £11,000 +VAT for Playdale Playgrounds to replace Timber Team Swing and provide new swing equipment at the Jubilee Playing Field playground (work required as a result of the 2023 RoSPA playground inspection report) (BL)

BL confirmed on inspection there had been no obvious deterioration to the playground. Ardley FC had also been informed of the flooding at the playing field.

BL highlighted the discussions he has had with different playground suppliers and that he has circulated quotes for repairs and new equipment to be installed.

The annual RoSPA report highlighted repairs required and a high concern over the rotting of one of the swing sets at the frame base. Playdale installed the playground originally and other companies will not undertake repairs to the equipment, therefore BL presented the option to appoint Playdale to carry out the required repairs to mitigate the RoSPA report.

The resolution to approve spend of up to £1,400 +VAT for Playdale Playgrounds to carry out the required repairs and maintenance highlighted by the 2023 RoSPA playground inspection report (and detailed in the provided quote) was proposed by BL and seconded by JM. It was supported unanimously by the Council.

**Action:** BL to inform Playdale that the Council has approved their quote to undertake repairs to the playground.

The council agreed that it made sense to change the swing set to provide greater range and accessibility to the equipment. This will provide a short term improvement to the playground with a longer development project providing additional new equipment, (via grant funding), to be considered in the future.

Quotes to replace the swing set by Playdale, Sovereign and Play Giant had been circulated and discussed by the Council. The Council considered it was prudent to proceed with the Playdale quotes on the basis of value of money and as the existing supplier of the playground equipment.

JM kindly offered to help remove the foundation spoil, packaging and rubbish (2023 cost: £455.40), provide welfare facilities (2023 cost: £330.00) and remove the existing swings (2023 cost: £1,237.00). These items and the RoSPA requirements will be discussed with Playdale and potentially removed from the Playdale quote.

The resolution to approve spend of up to £11,000 +VAT for Playdale Playgrounds to replace the timber team swing and provide new swing equipment at the Jubilee Playing Field playground (work required as a result of the 2023 RoSPA playground inspection report) was proposed by BL and seconded by TR. It was supported unanimously by the Council.

The spend amount approved for the playground works is the estimated upper limit given the anticipated expected price rise in 2024. BL will contact Playdale to get the quote revised to take account of the price rise and potentially remove some waste removal items and therefore the overall spend is expected to be lower. A new quote will be re-presented to the council when received to advise on the final costs of the scheme.

It was noted that the 'Development of the playing field, spinney and playground' budget line currently has £9,000 remaining and any additional funds would come from the Contingency line and General Reserves.

**Action:** BL to inform Playdale of the Council's decision regarding the playground and to obtain revised updated quotes, to be circulated to the Council on receipt.

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**24.404.9 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:**

**23/02635/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.

**23/03296/DISC - Starbucks, A34**

Discharge of condition 6 (SuDs) of 22/03709/F.

**23/03126/F – Weston Grounds Farm, Northampton Road**

Change of use of agricultural land to touring caravan site (3 no. pitches).

**23/03098/TEL – Vodafone Telecommunications Mast, 4962 Manor Farm, Northampton Road**

Existing 17.5m monopole to be removed and replaced with new 25m monopole on new base. Existing 3 No. TEF antenna to be removed and replaced with 3 no. on proposed support poles. Proposed 1 no. 300mm dish and 1 no. 600mm dish to be mounted on 2 no. proposed dish mounts fixed to proposed monopole. Proposed GPS module mounted to existing cabin. Ancillary development relating to the proposed upgrade.

**23/03072/CLUP – 20 Milestone Lane**

Certificate of Lawfulness for the proposed development: construction of rear extension and insertion of 2 no. dormers and 9 no. rooflights.

**Decisions Received – Refused:**

None

**Applications Withdrawn:**

**23/02717/F & 23/02717/LB – Cruck Cottage, Northampton Road**

Replacement of existing 2 storey side extension with new 2 storey side and rear extension together with new first floor window to the existing rear. New single storey rear glazed extension. Replacement of front porch with new porch. Conversion of existing carport into ancillary residential annexe guest accommodation. **Commented**

**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**

**23/03319/ADV - Starbucks, A34**

Internally illuminated 9m totem sign, drive thru directional sign, height restrictor sign, preview menu board, speaker canopy, 5 panel menu triple menu, no entry/thank you directional signs x2. **Commented**

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**23/03300/F – Fir Tree Farm, Northampton Road**

Erection of new dry wood store to serve existing commercial scale wood burner located in adjacent building across yard/access road.

**Commented****New Applications:****23/03531/F – Dower House, Church Lane**

Variation of Condition 2 (plans) of 23/00154/F - Minor revisions to design.

**23/03511/DISC – Starbucks, Part of A34**

Discharge of Condition 3 (specification details – turning area/parking spaces) of 22/03709/F).

**23/03383/F – 2 Church Close**

Two storey side and rear extensions (re-submission of 23/01872/F).

**23/03437/F – Williams Cottage, North Lane**

Variation of Condition 2 (plans) of 23/00736/F. It is proposed to make some minor changes to the previously approved scheme as shown on the submitted drawings.

**23/03435/DISC - Williams Cottage, North Lane**

Discharge of Condition 3 (doors & windows) of 23/00736/F.

**23/03436/DISC - Williams Cottage, North Lane**

Discharge of Condition 3 (doors & windows) of 23/00737/LB.

**23/03411/LB – Williams Cottage, North Lane**

Internal and external alterations to include works to existing layout, relocation of first floor bathroom, new window and 2 new doors and replacement canopy porch.

**23/03263/LB – The Manor, Northampton Road**

Repairs to existing stone tile roof to Rupert's Cottage.

**23/03363/DISC – Kelberg, Northampton Road**

Discharge of Conditions 4 (external lighting), 6 (Arboricultural Method Statement) and 8 (biodiversity enhancement scheme) of 23/01641/F.

**Appeals:**

None

**Action:** Councillors to send any planning comments across to SD and SD/Clerk to send appropriate planning replies to Cherwell District Council.

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**24.404.10 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 2023-24 Budget
386*	Oxford Edens	Application to CDC for tree pruning x2 on The Stocks Green	£63.00	Village Works/Village Tree Works	£750.00
387	Clerk (J Mullane)	Employers' PAYE & National Insurance (HMRC payment)	£47.03	Staff Costs/Clerks salary	£2,162.75
388	Clerk (J Mullane)	Printer ink (Amazon)	£49.00	Sundries/Administration & Printing Costs	£227.96

It was noted that invoice PC Ref 386 had been paid already to avoid late payment charges.

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

**23.404.11 For Information:** Gigaclear project update (DB)

DB has written to Gigaclear's communications manager highlighting the village's concern over the works and subsequent difficulties in obtaining the Gigaclear service. Issues included the use of overhead wires in a conservation zone when conduits exist below ground already, customer service concerns regarding people getting linked into the system and contractors not turning up for appointments. It was also noted that not all areas of the village are currently in a position to be hooked up.

The matter has been taken forward by the Executive Complaints team and information provided to the Project Manager.

The offer of Gigaclear providing full fibre to the Church as part of a Community Hub will not be considered until all houses are connected, the provision will be monitored and followed up when required.

**24.404.12 For Information:** Chairs report (DB)

DB thanked JM and BL for their help and support regarding the fallen tree from the churchyard over Church Lane. The Council also thanked the other volunteers in the village who supported with chainsaws and traffic management, it was a great village effort when there were county wide pressures on OCC.

The ONPA executive group have met with BOB (Berkshire, Oxfordshire Buckinghamshire) to discuss working in tandem with them to look at the issue of GP practices versus the growth of development and how Neighbourhood Plans can integrate healthcare into planning.

DB also highlighted the ONPA AGM to be held at Weston on the Green Village Hall on Saturday 13<sup>th</sup> January 2024 and thanked the volunteers who have offered to help with refreshments.

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**24.404.13 For Information:** Oxfordshire County & Cherwell District Councillor updates (Councillor Simpson /Councillors Coton & Nedelcu)

Councillor Simpson (OCC) highlighted ongoing concerns and issues under Oxfordshire’s children we care for department with an inspection due imminently.

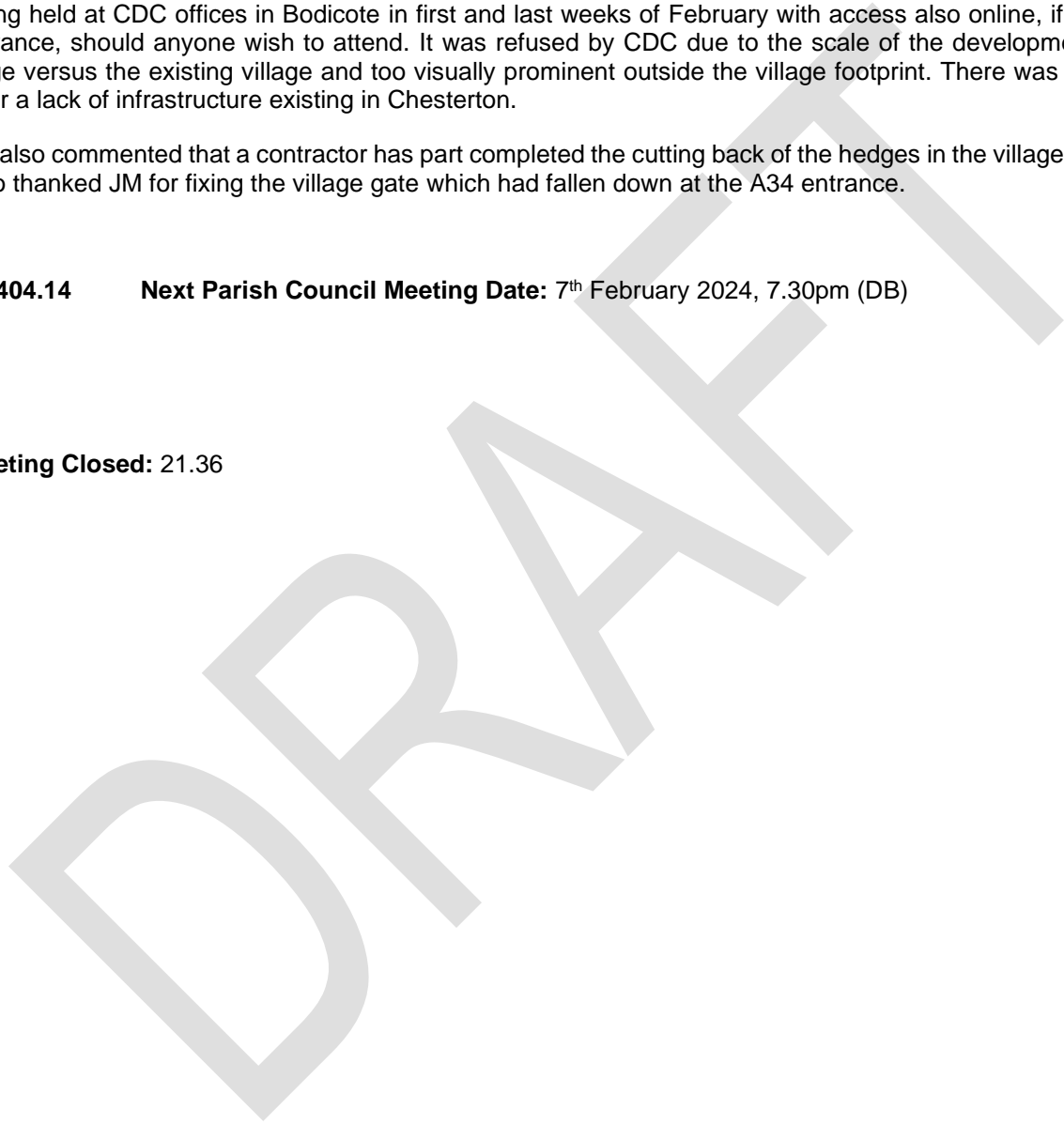
A report from Councillors Coton and Nedelcu (CDC) had been circulated to the Council covering motions raised at the December full council meeting. It was also noted that the new CDC Chief Executive, Gordon Stewart, started on 8<sup>th</sup> January 2024.

SD highlighted that the appeal on an application in Chesterton for 147 houses and associated sports pitches is being held at CDC offices in Bodicote in first and last weeks of February with access also online, if requested in advance, should anyone wish to attend. It was refused by CDC due to the scale of the development being too large versus the existing village and too visually prominent outside the village footprint. There was also concern over a lack of infrastructure existing in Chesterton.

JM also commented that a contractor has part completed the cutting back of the hedges in the village. The Council also thanked JM for fixing the village gate which had fallen down at the A34 entrance.

**24.404.14 Next Parish Council Meeting Date:** 7<sup>th</sup> February 2024, 7.30pm (DB)

**Meeting Closed:** 21.36



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