

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on
Thursday 30TH June 2016 at 7.15 pm

PRESENT: Parish Councillors N. Knott (Chair), C. Glendinning, M. Ivings, T. Gilbert, R. Parker, District Cllr. Andrew Beaney & County Cllr. Hilary Hibbert-Biles

APOLOGIES Cllrs. A. Lee, P. Shaw, P. Butler, P. Johnson & D. Robottom

IN ATTENDANCE Mrs. B. Sinclair (clerk), Mr. D. Einig, Mr. R. Markham & Mr. M. Ergatoudis

71. **DECLARATIONS OF INTEREST:-**

- Cllr. R. Parker declared an interest in Item 10 (Abbey Farm, Gagingwell).

SOHO FARMHOUSE – Mr. M. Ergatoudis, Development Manager

Following the Annual Parish Meeting, Mr. Ergatoudis attended the meeting to update the Council on the planning applications and to address any concerns from residents.

- a) Five additional passing bays with rumble strips were to be built from the Farmhouse to the Ledwell Road.
- b) It had been confirmed by the Planning Department that The Green Lane was highways' land so an application had been submitted for the lane to be surfaced – Oxfordshire County Council were to be approached to see if it would carry out this work and that Soho Farmhouse would fund it.
- c) Signage proposals to and from Soho Farmhouse had been submitted to the County Council.
- d) At the annual parish meeting a query arose re: how many local people were employed by Soho Farmhouse. A survey was undertaken and out of 400 staff (with an average working week of 30 hours), 48 % were from the local area.
- e) A speeding survey had been undertaken at Sandford St. Martin – out of seven vehicles caught speeding, one vehicle was going to Soho Farmhouse.
- f) Further developments were being considered – a Traffic Management Survey had been undertaken by Oxfordshire County Council and it was considering whether or not the additional 110 vehicle movements per day that would occur would be acceptable in proportion to the amount of traffic in the area overall. The proposed planning applications would be submitted for a kitchen garden with five potting shed stable rooms, twenty additional rooms which would be split into two (pig-sty type accommodation, providing 40 bedrooms) and ten cottages within the walled gardens. A glass house would also be erected for the production of garden herbs. There were also redundant buildings being renovated as part of the planning process.

Questions:-

- Cllr. Robottom had sent a query asking why local restaurants (Artyard Café and the Crown Inn at Church Enstone) were not included in the literature given to visitors. Mr. Ergatoudis explained that these would be included.
- Cllr. Ivings had visited Soho Farmhouse and found it very difficult to get around in an electric buggy due to the gravel. This was noted. Cllr. Ivings had been very impressed with the Farmhouse.
- Where was the "local" butter produced? Mr. Ergatoudis would find out.

- The Council explained that the recent firework display at 10.00 pm on 12th May and a subsequent wedding reception late at night on a Thursday night were of concern.
- Cllr. Ivings asked what the policy was regarding sky lanterns – it was confirmed that these were disallowed.

Mr. Ergatoudis was thanked for attending the meeting.

The Council discussed its concerns regarding Soho Farmhouse – the clerk would contact the Environment Department at WODC to clarify what the entertainments' licence was and would ask for a copy of the Traffic Management Survey that had been undertaken by the County Council.

MARKHAM FARM – Mr. Einig, contractor

Mr. Einig and Mr. Markham attended the meeting to update the Council on progress with regards to the building of the bunds. Work had now started on the building of the bunds and no problems had been reported. A date for a site visit would be arranged at the next meeting. Mr. Einig would ensure that lorries do not speed through Enstone.

72. MINUTES OF THE PREVIOUS MEETINGS:-

The minutes of the Parish Council meeting and Annual Council meeting held on 26th May 2016 and the Annual Parish Meeting held on 12th May 2016, having been previously circulated were taken as read, agreed and signed.

73. MATTERS ARISING:-

- **Parking at Cleveley** – ongoing
- **Painting of bus shelters** – ongoing
- **Banners at Artyard Café** – District Cllr. Andrew Beaney explained that a report would be available next week
- **“Take Your Litter Home” signs** – posters are available at no charge on the website “Keep Britain Tidy” and no permission was required to display these. Cllr. Shaw would be asked to take this forward.
- **Stall at Enstone Show** – no-one at the meeting offered to man a stall – Cllr. Glendinning, as Parish Council representative on the Enstone Show Committee, would be unable to man the stall due to other commitments at the show. This would be discussed at July’s meeting with regards to having Parish Council representation to talk to people about the budget cuts at County level, grass cutting, litter picking and the cleaning of signs.
- **Oxfordshire Together** – a date for Monday 22nd August at 7.15 pm was arranged to discuss the contracts with regards to Highways’ work that would no longer be undertaken by the County Council. The clerk would contact Mr. Tim Shickle for further guidance on what Parish Councils were expected to do this summer – the grass verges and corners of junctions were becoming increasingly hazardous. The County Council was to undertake just one cut throughout the whole County this summer, rather than five cuts as in previous years. It was agreed that the clerk would obtain maps of the grass cutting areas that are currently undertaken by the County Council and then Cllr. Parker and County Cllr. Hilary Hibbert-Biles would undertake a site visit of the parish to review what work was required. The sign posts around the parish were also in need of cleaning and this could be done as part of Oxfordshire Together’s contracts.
- **Fairytale Farm/Cotswolds Hotel & Spa** – District Cllr. A. Beaney would discuss this with the planning department as to why the Parish Council did not receive a planning application with regards to the new layout of the drive.
- **Japanese Knotweed** – ongoing

- **Chicane at Church Enstone** – ongoing
- **Emergency Plan** – ongoing
- **Came & Company Insurance** – the policy would be reviewed next year and another quote obtained
- **Crash barrier at Gagingwell** – this was to be repaired by Highways
- **Knocked down sign at the Tew Crossroads** – Highways were replacing this

74. **PUBLIC DISCUSSION:-**

- *Bus Shelters Windows* – it was agreed that these would be cleaned and Cllr. Glendinning to arrange this.
- *Bollards* – it was noted that the bollards at Enstone had been cleaned.
- *For Sale Signs* – Cllr. Glendinning had arranged for three signs that were situated on the pavements along the A44 to be removed and was thanked for this.
- *Queen's 90th Birthday – party at the Parish Hall* – Cllr. Parker reported that the party had been a great success with 94 people celebrating the Queen's 90th birthday – the Council congratulated the Management Committee on such a successful evening.
- *Tree Branches* – Cllr. Robottom had emailed the Council concerning the overgrowing branches arching over the road at The Spinneys and Braybrooke Close – the clerk to contact Highways concerning this.

75. **COUNTY COUNCILLOR'S REPORT**

- County Cllr. Hibbert-Biles explained that a Health Committee had been formed as delivering health services was being restructured in Oxfordshire.
- The consultation regarding a Unitary Council would be completed by October.

76. **DISTRICT COUNCILLOR'S REPORT**

- A new system for recycling and waste would commence in October 2017 – the current recycling bins would be replaced with wheelie bins although glass bottles would have to be separated into the current black bins. The recycling bins would be collected fortnightly rather than weekly. In addition, a £30.00 charge would be made for green waste bins.
- Former West Oxfordshire District Council Leader Sir Barry Norton has been made an Honorary Alderman. Sir Barry is the first councillor in the district to receive the ceremonial title since the district was formed in 1974. The Parish Council congratulated Sir Norton on this prestigious award.
- A compulsory purchase order was being made for the former Unicorn Pub based at Great Rollright.
- A discussion arose regarding planning applications and how the current system sometimes did not inform people of planning applications until work had started. The clerk to contact the Planning Department at WODC concerning this advising that the previous system was preferred.
- The planning application at Radford was due to be discussed at The Uplands Committee on Monday 4th July – the clerk to inform the residents of Radford concerning this.

77. **PARISH HALL MATTERS:-**

- The two solicitors now have the necessary paperwork for completion to take place. Again, this had been an arduous process and Cllr. Knott was thanked for all her work regarding this.
- The Council resolved that Cllr. Andrew Lee be the authorised signatory for the Ofgem website in order to obtain the grant for the ground source heat pumps.

- The Parish Hall Management Committee had written to the Council to say that it had agreed to pay for the acknowledgement board and so the £300.00 donation from the Parish Council was no longer required.

78. CORRESPONDENCE:-

West Oxfordshire District Council:

- *Helping hand for new Universal Credit claimants* – information to be displayed on the website regarding the extra help and support that was available.
- *Cotswolds Broadband* – information to be displayed on the website regarding work that had now started.
- *Proposals to secure more powers and funding for Oxfordshire residents* – All four District Councils (Cherwell, South, Vale and West) and Oxford City had released videos explaining why District Unitary would be best for their areas as well as a new website.
- *New guide has designs for future* – The Design Guide 2016 sets out ways in which appropriate design can preserve and enhance the character of an area and provides information on planning design issues. Noted
- *New Cotswolds Visitor Guide pushes the boundaries* – tourist attractions, restaurants and accommodation providers are being urged to sign up for a place in a new guide to the Cotswolds. The Cotswolds Visitor Guide 2017 will be the official destination guide for the area and will be widely promoted in the UK and worldwide.

Oxfordshire County Council:-

- *Subsidised bus services* – an update had been received and would be put onto the website.
- *Mobile Library Service Closure* – it was with regret that this service was to cease on Friday 16th September 2016 due to financial restraints. Noted.
- *Unitary Workshop* – an update following the workshops had been circulated to all members.

Other:-

- *Citizens Advice Bureau* – An invitation to attend the AGM on Tuesday 26th July had been received – the clerk to send the Council's apologies
- *Oxfordshire Association of Local Councils* – An invitation to attend the AGM on the 4th July had been received – the clerk to send the Council's apologies. The June Update had also been received and circulated to all members
- *Oxfordshire Countryside Access Forum* – An email had been circulated with regard to the importance of protecting local public rights of way when discussing planning applications. Noted.
- *PRS for Music* – A consultation running from 22nd June to 17th August had begun regarding a newly proposed tariff to simplify the licensing of its members' copyright music within premises owned and managed by, or on behalf of local authorities, town and other councils. Noted.
- *Police & Crime Commissioner Survey* – This had been received and noted with no comments to be made.
- *Grass Cutting* – a complaint had been received with regards to the grass cutting in Enstone. The clerk had contacted the contractors regarding this (WODC). Factors included the recent wet weather and rapidly growing grass during the season. Most parishes contract to have ten cuts per season – seven cuts are undertaken at Enstone. It was agreed to keep the cut to seven cuts but to monitor the situation. The contracts are due to be renewed this autumn for the 2017 season.

79. **PLANNING APPLICATIONS:-**

- **Cherrydene, Cleveley Rd, Enstone.** 16/01568/HHD. Proposed replacement of existing fence at boundary of garden. No objection
- **The Mill, Cleveley,** 16/01585/HHD. Alterations to windows and dormer windows to the front elevation and pitched roof to the rear. No objection
- **Abbey Farm, Gagingwell,** 16/00669/LBC & 16/00665HHD. Alterations and extensions to convert two dwellings to a single dwelling & Alterations and extensions to dwelling. No objection
- **Radford Farm, Radford,** 16/01655/LBC. Alterations to approved metal doors to breakfast room. No objection
- **Faulkers Cottage, Cleveley** 16/02004/HHD – Two storey rear extension to replace existing single storey extension, new single storey side extension and removal of Conservatory. Amendment to previous approved scheme 15/0449/FUL. No objection
- **Faulkners Cottage, Cleveley** - 15/0449/FUL – Part two storey and part single storey extension, new driveway access and change of use of former agricultural land for garden use. No objection

Decisions Received:-

- **Rectory Farm House, Church Enstone.** Re-alignment and extension of approved drive including change of use from agricultural land. *Approved*
- **Church Cottage, Church Enstone.** Replacement glazed link and single storey extension (to allow changes to design). *Approved*
- **Land at the Old Coal Yard, Gagingwell.** Erection of 18 m high broadband mast (retrospective). *Approved*
- **Rectory Farm Bungalow, Church Enstone.** Alterations to dwellings & outbuildings, erection of workshop/store. *Approved.* Internal & external alterations - *Approved*

80. **FINANCE:-**

a) *To agree the following accounts for payment:-*

Santander:-

- | | |
|-------------------------|-----------|
| • Mrs Beth Sinclair | £631.97 |
| • WODC, grass cutting | £1,137.00 |
| • Complete Weed Control | £264.00 |
| • To Barclays A/C, VAT | £4,269.91 |
| • Enstone Parish Hall | £54.00 |

Received (Santander Account):-

- | | |
|-----------------------------|-----------|
| • HMRC, VAT monies | £5,887.60 |
| • WODC, grass cutting grant | £1,023.77 |

- b) *Publication of Financial Statements* – the clerk confirmed that all the information relating to the draft financial accounts for the year 2015/2016 had been published onto the website, including the Transparency Code information. Noted.

- c) *The Pensions Regulator* – the clerk had received further notification that the Stage Date for Enstone Parish Council was 1st July 2017 and that the administration process was to begin.
Noted.

There being no further business the meeting ended at 9.15 pm

81. **Date of Next Meeting:-**

- Thursday 28th July 2016 7.15 pm at Enstone Parish Hall