

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on  
Monday 26<sup>th</sup> June 2017 at 7.15 pm

PRESENT: Parish Councillors N. Knott (Chair), A. Lee, P. Shaw, C. Glendinning, T. Gilbert, P. Johnson, R. Parker, D. Robottom, P. Butler, District Councillor Andrew Beaney and County Councillor Hilary Hibbert-Biles

APOLOGIES: Cllr. M. Ivings

IN ATTENDANCE: Mrs Beth Sinclair – Parish Clerk

Cllr. Knott welcomed everyone to the meeting.

#### 55. **DECLARATIONS OF INTEREST:-**

- Cllr. R. Parker declared an interest in Item 10, Planning Applications, relating to Abbey Farm, Gagingwell.

#### 56. **MINUTES OF THE PREVIOUS MEETINGS:-**

- The minutes of the Annual Council meeting held on 25<sup>th</sup> May 2017 and the Parish Council Meeting held on 25<sup>th</sup> May 2017, having been previously circulated were taken as read, agreed and signed. The minutes of the Annual Parish Meeting, held on 18<sup>th</sup> May 2017, had been circulated to all members and would be signed at the Annual Parish Meeting 2018.

#### 57. **MATTERS ARISING:**

- **Japanese Knotweed** – Mr. Paul Wilson from Oxfordshire County Council was still awaiting correspondence from the landowners at the Enstone Airfield and Quarry site regarding their responsibilities regarding the treatment of Japanese Knotweed. Noted.
- **Painting of second bus shelter** – ongoing
- **Emergency Plan** – three residents had responded offering help during an emergency. This item would now be taken off the agenda
- **Heythrop Park/ISSEE** – It was agreed that the clerk would contact the Environmental Agency regarding ISSEE. West Oxfordshire District Council's Environmental Health Department was also carrying out checks regarding the noise levels.
- **Declaration of Office** – Cllr. P. Butler signed the Declaration of Acceptance of Office as Vice-Chair.
- **Speedwatch Campaign** – PCSO Chris Jones confirmed that during the recent speed checks, approximately 75 per cent of vehicles were speeding. Cllr. Butler explained that the first community speedwatch campaign would take place during July.
- **Chicane at Church Enstone** – this had now been installed and PCSO Chris Jones had noticed a marked improvement of how vehicles had slowed down through the village and was delighted with the result. Cllr. Butler also confirmed that vehicles

were definitely slowing down through the village. Cllr. Knott commented that a few complaints had also been received. Steeple Aston Parish Council had contacted the clerk asking for advice on the procedural process for having a chicane installed and Cllr. Butler had responded.

**58. PUBLIC DISCUSSION**

- Cllr. Shaw commented that at the site of the Old Coal Yard, a large pile of rubble had appeared during the last few weeks. It was agreed to check this in a few weeks' time.
- Cllr. Parker reported that at the site of Renault, a hedge had been removed and had been placed with new soil and rocks. Cllr. Knott agreed to investigate this further.
- Cllr. Knott reported that an army chinook helicopter had hovered over Litchfield Farm in the middle of the night for around ten minutes and had received two complaints concerning this, as to why it was testing landings over private land. Noted.
- There had been complaints from the village shop that cars were parked for longer than the permitted two hours, particularly during weekends. The clerk had emailed the owners of the shop the details of District Cllr. Andrew Beaney for his help and advice.

**59. COUNTY COUNCILLOR'S REPORT**

- County Cllr. Hibbert-Biles was delighted to have been re-elected at the recent County Council elections. Following the recent General Election, held on 8<sup>th</sup> June, the County Council was now in Coalition with two independent parties - the Cabinet Members for Local Communities and Planning.
- County Cllr. Hibbert-Biles explained that her workload had now doubled as she was now responsible for education as well as public health.
- There had only been one cabinet meeting held since the General Election.
- Cllr. Johnson queried on progress regarding 'One Oxfordshire' and County Cllr. Hibbert-Biles explained that this was ongoing.

**60. DISTRICT COUNCILLOR'S REPORT**

- District Cllr. Andrew Beaney reported that the District would be setting up a new company from October 2017, working with West Oxfordshire, the Forest of Dean and Cotswold District Councils, with planned savings of between £0.9 million to £1.1 million.
- Residents who had not opted to keep green waste bins were being asked to contact the District Council so that the bins could be collected. The clerk to put the information into the Ensign magazine.
- 'Better' had been awarded the contract for Chipping Norton Leisure Centre for a further ten years with improvements totalling £11.3 million.
- A working party to look into the Enforcement Team would begin in September 2017 as the Enforcement Team needed improvement.
- The Local Plan was in its third phase and was due to begin on 20<sup>th</sup> July 2017.

61. **PARISH HALL MATERS:-**

- Cllr. Lee reported that he was now Chair of the Parish Hall Management Committee following the death of David Parris.
- After discussion, it was established who Cllr. Lee needed to contact in relation to the independent report on the heating system.
- The Oxfordshire Association of Local Councils confirmed that, as custodian trustees, the Parish Council was responsible for the Land Registry Documents and it was agreed that the clerk would obtain quotes for a fire proof safe in which to store them.

**CORRESPONDENCE:-**

*West Oxfordshire District Council:-*

*None*

*Oxfordshire County Council:-*

- **T4861, A44 Road Closure 4<sup>th</sup> July for five days at Enstone.** The clerk had circulated this to all members. Concern was raised as this was during the Cornbury Music Festival. County Cllr. Hilary Hibbert-Biles agreed to contact the Highways Department concerning this as Festival traffic would be diverted through the local villages including Lidstone during this time.

*Other:-*

- *Tree Felling at The Paddocks* – concern from several residents at The Paddocks had been received following the demolition of trees at the site by Persimmon’s contractors. Residents had contacted the Planning Department for further information and it was agreed that the clerk would forward these emails to Andrew Beaney. The stone wall was also in need of repair but it was unlikely that Persimmon Homes would organise this. Persimmon Homes had reimbursed the Parish Council monies for the rebuilding of the stone wall from the Parish Hall to the Sports Club and there were monies remaining. It was suggested and proposed by Cllr. Butler that these monies be put towards the repair of the remaining wall along the Coxs Lane – this was seconded by Cllr. Shaw and agreed by all apart from Cllr. Parker who abstained. It was agreed that Cllr. Knott would contact the residents who were dealing with this to ask for permission to undertake this work. These monies were in the Parish Hall Account.
- *St. Kenelm’s Church, Footpath diversion* – an email had been received regarding the relocation of the footpath during works to the church. The clerk had contacted the Rights of Way Officer at Oxfordshire County Council who had arranged to meet Mr. Powell on Wednesday 28<sup>th</sup> June to discuss this and what was required.
- *South Central Ambulance Service – Patient Survey* – this had been distributed to all members and the clerk had also put the information onto the website. Noted.
- *OALC, AGM Monday 3<sup>rd</sup> July and Annual Report* – this had been circulated and noted. Apologies would be sent on behalf of the Council regarding the AGM.

- *Patient Transport Representatives Meeting* – this was to be held on Friday 30<sup>th</sup> June – the clerk would send apologies as no-one was able to attend.
- *Community First Oxfordshire – Summer Newsletter* – this was circulated to all members. Noted
- *OALC, May Update* – this had been circulated to all members. Noted.
- *Citizens Advice West Oxfordshire* – The Council had been invited to the AGM, to be held on Wednesday 2<sup>nd</sup> August. The Council would send its apologies.

62. **Planning Applications:-**

- **Abbey Farm, Gagingwell, 17/01675/LBC.** Alterations to insert two chute holes for escape purposes. *No objection*
- **Quarry Cottage, Tew Road, Enstone, 17/01773/FUL.** Erection of five dwellings and associated works. *No objection*
- **The Olde Shop, The Mount, Oxford Road, 17/001804/HHD.** Creation of new access and parking area. *No objection*
- **Land at Great Tew Estate, Great Tew, 17/01760/FUL.** Application for new highway access and residential driveway (retention of construction access) (part retrospective), erection of outbuilding, plus revised landscape scheme including natural swimming pond and garden pergola. *No objection.*

Decisions Received:-

- **Land West of Enstone Manor Farm, Oxford Road, Enstone, 17/00485/FUL.** Erection of an exceptional and innovative new country house (para 55, NPPF) and formation of vehicular access. Construction of self-contained guest accommodation with car parking underneath. *Approved*
- **Land South of Oxford Road, Oxford Road, Enstone, 17/00426/OUT.** Erection of up to 30 dwellings and formation of a new access off Oxford Road. *Refused under delegated authority.*

63. **FINANCE:-**

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

**Santander:-**

- Mrs Beth Sinclair £679.02
- M & D Gardening Services £700.00
- Complete Weed Control £264.00
- Oxon County Council £4,657.00
- To Barclays' Account £259.00

*Received:-*

- HMRC (VAT rebate) £1,569.55

**Barclays:-**

*Received:-*

- Enstone Parish Council £259.00 (HMRC rebate)

- b) **Transparency Code for smaller authorities – Department for Communities & Local Government.** The relevant documents relating to the Financial Accounts for the year ended 31<sup>st</sup> March 2017 had been put onto the website. Noted.
- c) **BDO External Audit** – The clerk had posted all the relevant forms and information to BDO, the External Auditors and was thanked for this.

There being no further business the meeting ended at 8.15 pm.

64. **Dates of Next Meetings –**

- Thursday 27<sup>th</sup> July 2017 7.15 pm
- Thursday 31<sup>st</sup> August 2017 7.15 pm