

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on Thursday 24TH March 2016 at 7.15 pm.

PRESENT: Parish Councillors N. Knott (Chair), A. Lee (Vice-Chair), P. Butler, R. Parker, P. Johnson, P. Shaw, Mrs. M. Ivings, Mrs. C. Glendinning, County Councillor H. Hibbert-Biles, District Councillor A. Beaney, two members from Enstone Shooting Ground, Mr. Michael Ergtoudis from Soho Farmhouse and two members of the public

APOLOGIES Cllrs. D. Rowbottom and T. Gilbert

IN ATTENDANCE Mrs. B. Sinclair (clerk), Mr. D. Einig

37. **DECLARATIONS OF INTEREST:-**

- Cllrs. Mrs. N. Knott and Mrs. M. Ivings declared an interest in Item 38 (Markham Farm)

38. **PLANNING APPLICATION:-**

- **Markham Farm, Church Enstone (Cllr. Lee Chaired this item).** *The importation and processing of material on land at Enstone Shooting Range for placement on the permitted bunds as per planning permission 14/1178/P/FP at Enstone Airfield, Enstone.* Following the Parish Council meeting held on 25th February, the 21 day consultation period letter from Oxfordshire County Council had been received. The planning application related to the sorting of material on site using a sieving machine. Further discussion took place with regards to this and the forty lorry movements that would be required each day over the ensuing five years in order to build the bunds. Correspondence had been received from Encon, Oxfordshire County Council Highways' Department that explained the four allocated transport routes which excluded Church Enstone, Gagingwell and Middle Barton, Willow Environmental (Planning Consultant for Einig) and Cllr. P. Butler. Mr. Einig, contractor for building the bunds, explained the process and explained that he would attend the Parish Council meetings throughout the construction of the bunds. The construction would take place in three stages and a wheel wash would also be on site in order to keep the lorries and roads as clean as possible. Mr. Einig confirmed that the process would be achievable and reassured everyone that lorries would not drive through Church Enstone. Mr. Einig invited members of the Parish Council to attend site visits on a quarterly basis and this was accepted. The bunds would be constructed within three years of the project. *The planning application was put to vote and the application was unanimously approved.*

39. **MINUTES OF THE PREVIOUS MEETING:-**

The minutes of the Parish Council meeting held on 25th February 2016, having been previously circulated were taken as read, agreed and signed.

40. **MATTERS ARISING:-**

- *The Old Coal Yard, Gagingwell* – The erection of a mast without planning permission was still being investigated by WODC. The enforcement officer had now visited the site and District Cllr. Andrew Beaney was awaiting a report.

- *Land East of The Drive* - District Cllr. A. Beaney confirmed that the Enforcement Officer was looking into the lake which was in situ without planning permission. This item would now be taken off the agenda as a new planning application was awaited.
- *Bus Shelters* – A resident had kindly volunteered to paint the bus shelters – Cllr. Butler would liaise with the resident who was thanked for this.
- *Cleaning of Sign Posts* – this would take place in Spring. The clerk would obtain a quote for the cleaning of the different sizes of sign posts. Ongoing
- *Curtilage of the village* – this would take place in the summer.
- *Parking at Cleveley* – Cllr. Parker was in the process of liaising with PCSO Chris Jones – this item would now be taken off the agenda.
- *Clerk's Appraisal* – due to the current heavy workload this was to be undertaken in the spring.
- *Japanese Knotweed* – no response had been received from Oxfordshire County Council and County Cllr. Hilary Biles would look into this further.
- *Banners outside Heythrop Park* – District Cllr. Beaney had informed WODC concerning the ongoing problem of signs being erected without planning permission and was awaiting a response.
- *Internal Auditor* – ongoing

41. **PUBLIC DISCUSSION:-**

- *Cling Clang Lane* – Cllr. Parker reported that the lane was virtually impassable by car as the verges had grown so much – the cutting back of verges was now only undertaken by the County Council if it was deemed either a hazard or unsightly. The County Council was still responsible for the cutting back of verges that were on junctions/corners and those that were required to be pruned back for safety reasons. A similar problem was now occurring along the Lidstone Road as hedges were only allowed to be trimmed every three years by farmers/owners and the verges were also becoming overgrown. It was agreed to discuss this further at April's meeting.
- *Banners – Artyard Café*. Cllr. Glendinning reported that there were many banners outside the Artyard Café that were unsightly and queried whether planning permission was required for these. District Cllr. Andrew Beaney would investigate this further.
- *Speeding along the Lidstone Road* – a pupil had recently been involved in a near collision along the Lidstone Road by a car that was going at a high speed. The parent had complained to the Parish Council. The Chair had responded to explain that the 30 mph sign posts were being relocated in July further along the Lidstone Road in order that cars slowed down nearer the school.
- *Springs along the Lidstone Road* – Cllr. Knott reported that springs at the top of the hill along the Lidstone Road were leaking. The clerk to report this to Highways.
- Cllr. Butler reported that the BBC was to present an 8 minute article for “BBC Inside Out South” relating to overweight lorries driving through Church Enstone. Five lorry drivers had now been prosecuted.
- *Elections – District Council* – the clerk reported that elections were taking place in May for District Councillors and the information would be placed onto the noticeboards. This included District Cllr. Nigel Colston. Noted.
- *Subsidised Bus Services* – correspondence had been received from Oxfordshire County Council regarding subsidised bus services and had been circulated to all members. Noted.
- *Cotswold Broadband* – Cllr. Butler reported that the high level network design was now complete including Church Enstone and the works would be carried out shortly. Noted.

42. **COUNTY COUNCILLOR'S REPORT**

- County Cllr. Hilary Hibbert-Biles reported that at the next Cabinet meeting, discussion would take place regarding retrospective planning applications and whether or not to impose a fine on these. The Parish Council supported this idea.
- Discussion on the future devolution of the County Council took place and it was queried whether or not residents would have a chance to be able to vote on this. It was expected that this would happen.

43. **DISTRICT COUNCILLOR'S REPORT**

- There were no further matters to report other than the correspondence that had already been received.

44. **PARISH HALL MATTERS:-**

- Cllr. Knott explained that a meeting had taken place with the solicitor, Mr J. Dykowski with herself, Cllr. Lee and the clerk with regards to the transfer of land contractual arrangements. The Building Regulations Approval certificate was required and the clerk was chasing this up with S.J Treloar & Associates.
- The final account for Persimmon Homes was being drawn up and it was unanimously voted that this would include up to £5K contingency fees – the clerk to check with S.J. Treloar concerning this. The urgency of drawing up the final account was discussed as the Parish Council was not able to complete the paperwork for the grant for the Ground Source Heat Pumps until it owned the building.
- The paperwork for claiming a grant for the GSHPs was challenging and very time consuming and it was unanimously agreed to pay Ice Energy to undertake this administrative task. A quote for £260.00 had been received and unanimously approved. The clerk was thanked for all the work she had undertaken with regards to this.

45. **CORRESPONDENCE:-**

West Oxfordshire District Council:

- *Devolution Deal for Oxfordshire* – information concerning this had been circulated to all members. Noted
- *Chipping Norton Neighbourhood Plan* – the referendum had been passed at the recent election. Noted
- *Community Grants* – grants for up to £500.00 were available towards community projects – the clerk would advertise this in the Ensign magazine and website.
- *Photographers invited to capture the Oxfordshire Cotswolds*. The annual competition had begun and the clerk to put this into the Ensign and the website.
- *Easter Bin collection times* – details would be put onto the website.
- *Open Weekend tickets* – this information would be put into the Ensign magazine and onto the website.
- *Social Media Success for Tourism* – the numbers of tourists to the area had increased as a result of social media. Noted
- *West Oxfordshire's Sports Awards* – this had been circulated for information.

Oxfordshire County Council:-

- *Annual Parish Survey* – the emergency plan for Enstone had been updated and the clerk would send this information onto the County Council.
- *Oxfordshire Devolution* – The Leader of the County Council had sent a letter to all Parish Councils regarding its plans for a devolution. Noted.

- *Public Service Reorganisation for Oxfordshire* – further correspondence had been received with regards to the devolution of the County & District Councils. Noted.

Other:-

- *Traffic Calming* – the quote for the installation of a chicane at Church Enstone had been received and totalled £15K to £16K. As the initial quote was for £7-8K it was agreed that Cllr. Butler would take this forward with Oxfordshire County Council.
- *Momentos for the Queen* – information had been received with regards to souvenirs to mark the Queen’s forthcoming 90th birthday. It was agreed that District Cllr. A. Beaney would pass this information onto Enstone Primary School.
- *Villager Bus* – With the forthcoming cuts to bus services, neighbouring Parish Councils had been approached by The Villager Bus with regards to future funding and whether Parish Councils could contribute financially in order to continue the service (the subsidised part of the service would cease after July 2016). It was agreed that the clerk would ask residents who used the Villager Bus to let the clerk know via the Ensign magazine so that an informed decision could be made. The County Council was also awaiting further information from all bus companies with regards to the numbers of people using each bus route.
- *Litter Picking* – correspondence had been received with regards to litter picking including a request for the Parish Council to collect the litter between Taston and Enstone. Additionally a resident had offered to help with litter picking and Enstone Guides have also offered to help, as part of its Community Badge. Cllr. Shaw agreed to organise a litter picking weekend for 23/24 April and would write an article for the Ensign magazine. The tabards and litter picking implements would be borrowed from WODC. Several residents who had already undertaken litter picking were thanked, namely Cllrs. Glendinning and Knott and also Ms Kate Farquhar-Thomson.
- *OALC* – an email had been received with regards to S137 monies and that the monies received were dependent on how many residents were on the electoral roll. The clerk to put an article in the Ensign magazine urging residents who were not on the electoral roll to register.
- *Need not Greed Oxfordshire* – correspondence concerning this had been circulated to all members. It was agreed that this information be passed onto Encon for information.

46. **PLANNING APPLICATIONS:-**

- **New House, Cleveley Road, Enstone, 16/00514/HHD.** Widening the existing driveway entrance onto Cleveley Road by five feet. No objection

Cllr. Butler proposed a subcommittee meeting be organised to discuss complex planning applications prior to a full Council meeting. Discussion took place concerning this and it was agreed that several members would meet prior to the monthly Parish Council meeting, when necessary, to look through any complex paper planning applications in order to present the proposals of those planning applications to all members for discussion. This was not be a formal Subcommittee Meeting but time to be able to look through the papers before the Full Council Meeting took place. Cllr. Knott also urged members to look at the planning applications online through the WODC’s website which was much improved and where all the information was available.

Decisions Received:-

- **Lynton Cottage, Church Enstone.** Internal and external alterations to convert existing garage and make changes to internal layout. Approved
- **Pheasant View, Chapel Lane, Enstone.** Construction of detached new dwelling with associated access. Approved
- **Unit 18-20 Enstone Airfield, Enstone.** Change of use from production and distribution of compost and sand to storage of coal, charcoal, kindling and logs. Approved

47. **FINANCE:-**

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

Santander:-

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|-------------------------------|---------|
| • Mrs Beth Sinclair | £619.61 |
| • WODC, loan | £573.61 |
| • T. Thomas | £36.00 |
| • Community First Oxfordshire | £55.00 |

Barclays:-

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|----------------------------|-----------|
| • S.J Treloar & Associates | £562.50 |
| • Princebuild Ltd | £2,850.26 |

There being no further business the meeting ended at 9.15 pm

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

- Thursday 28th April 2016, 7.15 pm at Enstone Parish Hall