

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

A Meeting of the Council was held at St. Kenelm's Church, Church Enstone on Thursday 23<sup>rd</sup> May 2019 at 7.15 pm following the Planning Meeting

PRESENT: Parish Councillors N. Knott (Chair), P. Shaw, P. Johnson, R. Parker, A. Lee, T. Gilbert, M. Ivings, DC Andrew Beaney, CC Hilary Hibbert-Biles and eight members of the public

APOLOGIES: Cllrs. Glendinning & Robottom

IN ATTENDANCE: Mrs Beth Sinclair – Parish Clerk

Cllr. Knott welcomed everyone to the meeting.

177. **DECLARATIONS OF INTEREST:-**

There were no declarations of interest declared.

178. **MINUTES OF THE PREVIOUS MEETINGS:-**

- The minutes of the four previous meetings were read, approved and signed as follows – Parish Council Meetings held on Thursday 28<sup>th</sup> March and 25<sup>th</sup> April, Annual Council Meeting held on Thursday 9<sup>th</sup> May and the Annual Parish Meeting held on Thursday 9<sup>th</sup> May.

179. **MATTERS ARISING:-**

- **Breach of planning at Enstone Airfield** – ongoing
- **GDPR** – ongoing
- **Noticeboards** – The noticeboard had now been repaired and Cllr. Gilbert was thanked for his work organising this.
- **New entrance at site of old quarry** – DC Andrew Beaney confirmed that the Enforcement Team at WODC was investigating this - ongoing
- **Soho – clay shooting** – DC Andrew Beaney will investigate this further and needs evidence that the clay shooting is taking place at Soho. Ongoing
- **Thames Water** – ongoing
- **Grass Cutting** – £250.00 had been received from Enstone Parochial Church Council towards the grass cutting and the clerk will thank Enstone PCC for its contribution.
- **The Planks** – repair to the planks – ongoing
- **The Manor, Chapel Lane** – Highways reviewing the lorry movements at the site. Ongoing
- **Kerbsets – Coxs Lane** – A site visit has been undertaken by Highways regarding lowering of the kerbsets for wheelchair users and push buggies.
- **Speed & Volume Data A44** – Cllr. Robottom analysing these for June's meeting.
- **SSE** – ongoing
- **Bunds** – ongoing
- **Mullin Project** – The next Development Control Meeting at WODC takes place on Tuesday 4<sup>th</sup> June. Cllr. Parker confirmed that he will be attending this meeting. After discussion, it was agreed that Councillors would email their comments regarding planning conditions to Cllr. Johnson who would compile a report – this would then be circulated to DC Andrew Beaney in preparation for the meeting on 4<sup>th</sup> June.

**180. PUBLIC DISCUSSION**

- ❖ A resident had asked to read the Parish Council's minutes dating back to 2015 in connection with the building of the chicane. The resident attended the meeting and would report back at June's meeting with his queries. Noted.
- ❖ A resident queried why Cllr. T. Gilbert had invited Mr. Peter Butler to speak at the Planning Meeting regarding Barnmead. Cllr. Gilbert explained that Mr. Butler had done a lot of good for the parish during his role as Parish Councillor and that it was a good opportunity for Mr. Butler to personally explain why he felt that the Barnmead Planning Application would be good for the community. A resident queried whether or not the Parish Council had voted on this application – Cllr. Johnson explained that the Council did not vote and had presented a balanced response to WODC's Planning Department.

**181. COUNTY COUNCILLOR'S REPORT**

- County Cllr. Hilary Hibbert-Biles explained that she had not had an update from OCC regarding the bunds since David Einig's company had become bankrupt. It was agreed that the Parish Council would contact the owner of the land for an update.
- Ian Hudspeth had been re-elected as Leader and there had been no changes within Cabinet.
- The Police at Chipping Norton are relocating to the Fire Service at Chipping Norton in summer 2019.

**182. DISTRICT COUNCILLOR'S REPORT**

- DC Andrew Beaney was congratulated on being reappointed as District Councillor.
- DC Beaney explained that the Development Control Committee meeting next week to discuss the Mullin Project would include new members following the recent District Council elections.

**183. PARISH HALL MATTERS:-**

- The invoice from One Planets Ltd. was still awaited but the company had gone into liquidation. Without this invoice, the grant from WODC cannot be redeemed.  
Ongoing
- A Parish Summer Party is being organised for Friday 14<sup>th</sup> June.

**184. CORRESPONDENCE:-**

*West Oxfordshire District Council:-*

- *District Election Results* – These had been circulated to all members. Noted.
- *Funding available for community groups* – It was agreed that no funding was currently required.
- *New roles and fresh appointments unveiled in Cabinet* – DC Andrew Beaney was congratulated on his additional role as Young Person's Champion.

*Oxfordshire County Council:-*

- *Traffic Sensitive Streets* – The information was circulated prior to the meeting but no action was necessary.

**Other:-**

- *Register of Members' Interests* – These forms were required to be completed and returned to Mr. Keith Butler, Monitoring Officer at WODC, by Tuesday 4<sup>th</sup> June. Noted.
- *Government Scheme for Village Halls* – A letter From MP Robert Courts had been circulated to all members. Noted.

- *OALC Executive Committee* – An invitation from the OALC had been received asking the Parish Council to nominate a Parish Councillor to stand for the OALC Executive Committee. No Parish Councillor felt able to do this at the current time. Noted.
- *OALC April's update* – This had been circulated to all members. Noted.
- *Community First Oxfordshire* – Spring Newsletter – This useful newsletter had been circulated to all members. Noted.
- *Parish Councillor Vacancy* – It was agreed that the clerk would advertise the vacancy in the Ensign magazine.
- *Review of Standing Orders* – The Parish Council's Standing Orders would be reviewed and updated at June's meeting. The clerk had circulated the model agreement from the National Association of Local Councils (2018) for reference.

185. **Planning Applications:-**

- **The Wells, The Drive, Enstone, 19/01036/HHD** (Vice Chair, Cllr. P. Johnson Chaired the meeting for this item) – Demolition of existing conservatory and garden room. Erection of two storey wing to mirror existing, single storey kitchen extension with glass balustrading above, to create first floor balcony. Construction of glazed walkway together with a timber pergola to enclose courtyard – Cllr. Shaw questioned the site of the archaeology reports and these had been carried out. *No objection*
- **Old Monts, Church Enstone, 19/01008/HHD** – Installation of rear dormer window and front entrance canopy. Erection of single storey rear extension and creation of first floor accommodation above existing garage, together with associated landscaping works and construction of timber entrance gates – Cllr. Ivings questioned whether or not the gates were needed. *No objection*
- **2 Cleveley Road, Enstone, 19/01026/HHD** – Replacement of raised patio/gravel area with raised wooden decking – *No objection*
- **The Long Barn, Oxford Road, Old Chalford, 19/01182/FUL** - Erection of single storey extension – *No Objection*

Decisions Received:-

- **Slade Cottage, Oxford Road, Enstone** – Conversion of first floor conservatory to create bedroom with balcony – *Approved*
- **Lowesby, Oxford Road, Enstone** – Alterations and erection of first floor rear extension and front porch – *Approved*
- **Manor Farm, Chapel Lane, Enstone** – Erection of agricultural building – *Application withdrawn*

186. **Finance:-**

a. *To agree the following accounts for payment:-  
Santander Account (normal parish account):-*

|                                                  |         |
|--------------------------------------------------|---------|
| • Mrs Beth Sinclair (includes 25 hours overtime) | £868.55 |
| • NEST Pension Scheme (er)                       | £35.54  |
| • NEST Pension Scheme (ee)                       | £26.66  |
| • Namesco, website renewal fee                   | £98.87  |
| • Came & Company, Insurance                      | £450.47 |
| • Roy Tomline, noticeboard repair                | £300.00 |
| • Cllr. N. Knott, Expenses 2018/2019             | £101.22 |

Received:-

- |                                      |           |
|--------------------------------------|-----------|
| • OCC, grass cutting grant           | £1,023.77 |
| • Bank Interest, Santander 2018/2019 | £73.81    |

b. *Accounting Statements 2018/2019* – The clerk had circulated the accounting statement, bank reconciliation and details of the significant variances to all members prior to the meeting. These were approved and the Chair and Responsible Financial Officer signed the Statement at the meeting. The clerk was thanked for all her hard work with regards to this.

187. **Dates of Next Meetings:–**

- Thursday 27<sup>th</sup> June at Enstone Parish Hall
- Thursday 25<sup>th</sup> July at Enstone Parish Hall

There being no further business the meeting ended at 8.00 pm