

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held at Enstone Parish Hall on
Thursday 21st November 2019 at 7.15 pm

PRESENT: Parish Councillors N. Knott (Chair), P. Shaw, R. Parker, D. Robottom, P. Johnson, C. Glendinning and T. Gilbert
APOLOGIES: Cllrs. Marilyn Ivings, A. Lee, CC Hilary Hibbert-Biles, DC Andrew Beaney
IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk, Mr. Anthony Ward, PCSO Helen Keen

Cllr. Knott welcomed everyone to the meeting.

243. There were no declarations of interest declared.

244. **PCSO HELEN KEEN**

PCSO Helen Keen was welcomed to the meeting. Helen has taken over from PCSO Chris Jones and will be covering Enstone, as well as sixteen other villages and Woodstock. Helen explained that she is keen to speak to community groups on items such as crime prevention, internet safety and knife crime. She can also assist with queries relating to parking issues. Helen will be organising quarterly “*Have your Say*” discussions in the village shop. Enstone is a current target for number plate thefts and Helen has supplied the village shop with anti-theft screws for residents to use. Free home fire safety and smoke alarm checks can also be carried out – the clerk will advertise these services in the Ensign magazine. Helen was thanked for attending the meeting and will let the clerk have her direct telephone number.

245. **PARISH COUNCILLOR VACANCY – MR. ANTHONY WARD**

Mr. Ward was welcomed to the meeting and explained why he wished to become a Parish Councillor. He has lived in Enstone for five years and is keen to know more about the village and make a contribution. After discussion, the Parish Council unanimously Co-opted Mr. Ward onto the Council and warmly congratulated him. Cllr. Ward duly signed the Declaration of Office form and joined the meeting. The clerk will contact Mr. Keith Butler, Monitoring Officer at WODC regarding this and will arrange for the parish website to be updated.

246. **THE BUNDS, ENSTONE AIRFIELD**

Mr. Ross Markham was due to attend the meeting to update the Council regarding the building of the bunds. Mr. Markham had sent his apologies as he was unable to attend the meeting. It was agreed that the clerk will contact the planning department at Oxfordshire County Council for an update as there was concern regarding the short timescale left for the building of the bunds. The clerk will also obtain the approved planning application's terms & conditions for circulation prior to December's meeting.

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

The minutes of the previous Parish Council meeting held on Thursday 31st October and Finance Meeting held on Monday 11th November, having been previously circulated, were read, approved and signed.

248. **MATTERS ARISING:-**

- **Breach of planning at Enstone Airfield** – The clerk will contact the Enforcement Team at WODC for an update.
- **Litter/poo bins, A44** – The clerk will contact WODC for an update.
- **Visit to Renault** – Arrange a further meeting in the New Year - ongoing
- **Defibrillator** – An electrician has checked the defibrillator and cabinet. Noted.
- **Clerk's pack with instructions** – ongoing
- **S106 monies for Pre-School** – The clerk will contact WODC and OCC regarding the allocation of the S106 relating to the planning application at Land South of Oxford Road, Enstone, recently approved.
- **Hoar Stones** – The Parish Council is in process of arranging for the area to be tidied up and to erect a plaque giving the history of the Hoar Stones.

249. **PUBLIC DISCUSSION:-**

- ❖ *Caravan parked near to The Green Lane, Soho Farmhouse* – Cllr. Gilbert reported that a caravan has been parked at this site – the clerk will contact PCSO Helen Keen regarding this. Noted.
- ❖ *Speedwatch Campaign* – Cllr. Parker reported that he, Cllr. Glendinning and Cllr. Philip Shaw had undertaken a speed watch at the junction of Tew Road/Cleveley Road. He asked the Parish Council to consider purchasing a Dictaphone to help with the process of obtaining the information required. This was unanimously agreed.
- ❖ *Recent Floods – Gagingwell* – Cllr. Parker explained that during the recent floods, the junction of the B4030 and Radford Road had become flooded, causing a five vehicle accident. The police had attended the scene.
- ❖ *Recent Floods – Spring Hill, Enstone* – Cllr. Knott explained that there had also been flooding from Spring Hill onto The Drive, arising from the natural springs. The clerk will contact CC Hilary Hibbert-Biles for advice regarding this.
- ❖ *Thames Water – Heythrop Park, burst sewerage pipe* – Cllr. Knott had spent many days dealing with Thames Water and Heythrop Park during the crisis of the sewerage pipe bursting. This had led to raw sewerage seeping across the driveway at Heythrop Park. Thames Water confirmed that this had been caused by a hairline fracture in the pipe. It was agreed that Cllr. Knott will write to the Environment Agency. Cllr. Robottom suggested that the Parish Council also contacts Ofwat but the Parish Council will await a response from the Environment Agency first.
- ❖ *Sewerage from the 29 Houses to be built at Land South of Oxford Road* – The Parish Council is concerned at how the system will cope with the additional 29 houses. The clerk will circulate the approved planning application's terms & conditions and forward this document to all members prior to December's meeting.

250. **COUNTY COUNCILLOR'S REPORT**

- ❖ No report has been received

251. **DISTRICT COUNCILLOR'S REPORT**

- ❖ No report has been received

252. **PARISH HALL MATTERS:-**

- ❖ Cllr. Johnson reported that a new sound system and projector was currently being installed in the main hall. This has been funded by generous donations and monies towards the fit out of the parish hall.
- ❖ Ofgem had emailed the clerk confirming that no further information was required with regards to the ground source heat pumps and that the grant funding would now continue. Noted.

253. **CORRESPONDENCE:-**

West Oxfordshire District Council:-

- *Council Partnership awarded £30,000.00 to enable the design and delivery of carbon neutral homes.* Cotswold, West Oxfordshire and Forest of Dean District Councils have been awarded £30,000 from the Local Government Housing Advisers Programme to develop a toolkit to aid the delivery of highly efficient carbon neutral homes. Noted.
- *Key role created to tackle climate change* – WODC has appointed its first Climate Change Manager as part of its ongoing commitment to tackle environmental issues. Noted

Oxfordshire County Council:-

- None

Other:-

- **Traffic Calming:-**

1. Speed & Volume Data – Cllr. Robottom has now analysed the data from OCC following the speed strips that had been placed at either end of Enstone Village in April. He will produce a report summarising the results. The main issue is traffic travelling from Chipping Norton as it enters Enstone and also traffic travelling towards Chipping Norton at this site. This is of great concern following the approval of the building of 29 houses at this junction and also the safety of children and pedestrians who will walk along the A44 from the school up to this junction. The average speed of traffic at all times of day, entering and exiting Enstone, was found to be 38 mph which is high. Cllr. Robottom will write a report, to be forwarded to the Highways Department at OCC. The clerk will obtain the report from PCSO Chris Jones written a few years ago, setting out concerns at the site of the A44/Bicester Road Junction, as well as the police report that was written regarding the planning application of 29 houses Land South of Oxford Road.
 2. Renault/Gagingwell – The banners had now been erected at both ends of Gagingwell. A meeting with Renault will be arranged in the New Year to discuss Renault's offer of assistance with traffic calming at Gagingwell. The clerk is awaiting quotes for the traffic calming signs at Gagingwell.
 3. Way Forward – With various requests from residents regarding traffic calming and recent suggestions (20 mph signs, gates, new signage), it was agreed that a public meeting be arranged to gauge residents' views on how the £15,000.00 precept monies for the 2020/2021 be spent within the parish. The clerk will obtain available dates at the Parish Hall on a Saturday in February. The clerk and Chair will formulate a report summarising the recent suggestions and ideas for traffic calming.
- **OALC – October's Update** – This had been circulated to all members prior to the meeting.
 - **Southern Electric** – Cllr. Glendinning had attended a meeting with a resident concerning continuing power cuts in Enstone. A report had been circulated to all members prior to the meeting. Noted.
 - **Warner Leisure, Heythrop Park** – Cllrs. Knott & Parker and the clerk had attended a meeting with Warner Leisure which had been most useful. The main concerns were traffic and noise. All residents within a 1.5 miles radius had been invited to attend an open day event at the Parish Hall weekend of 29/30 November regarding its future plans. Warner Leisure and the Parish Council will work closely together with regards to communication for residents.
 - **The Planks** – Cllr. Knott had arranged a site meeting with Katie Walther from OCC to check the area after further heavy rain and several complaints from residents. The site was submerged with even the concrete supports being under water. It was agreed that no repair or renewal work could be undertaken because of the amount of water but that the work would be carried out in the spring. The Parish Council has offered to fund £2,000.00 towards the repair work.
 - **Grass Maintenance Contract 2020/2021** – Following the Finance Meeting, the clerk had obtained and circulated two excellent references from Parish Councils who are contracted with Thomas Fox. Chipping Norton Town Council also contracts with Thomas Fox for its ground maintenance. It was, therefore, unanimously agreed to offer the contract to Thomas Fox for the 2020/2021 financial year.
 - **Ensign Magazine** – It was agreed to put the re-vamp of the Enstone Ensign magazine on hold for the timebeing.

254. Planning Applications:-

- **Telecommunication Station, Enstone Airfield, 19/02812/FUL** - Installation of 1 no. 0.3 dish at 25.5 m on the existing telecoms structure. *No objection*

- **Sunnyside, Lidstone Road, Enstone, 19/02892/S73** - Non-compliance with conditions 2 approved plans 3 and 4 dewtails and samples of planning permission 13/0225/FPEXT to allow changes to garden store plan and details and samples not previously discharged to be discharged with information provided. *No objection*
- **Talbot Cottage, Coxs Lane, Enstone, 19/02947/HHD** - Installation of a charge point socket for an electric vehicle low down on front wall. **19/02948/LBC** - Installation of a charge point socket for an electric vehicle low down on front wall. *No objection*

Decisions Received:-

- **Manor Farm, Chapel Lane, Enstone, 19/02432/CND** - Discharge of condition 4 to allow the use of alternative window and door materials previously approved under 18/03437/CND - *Approved*

255. **Finance:-**

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

• Mrs Beth Sinclair	£586.64
• NEST Pension Scheme (er)	£17.79
• NEST Pension Scheme (ee)	£23.71
• Information Commissioner	£35.00
• McAvee Anti-virus, two year subscription	£89.99

Barclays' Account:-

- Enstone Parish Council (bore holes) £8,435.00

Received: Santander Account:-

- Enstone Parish Hall Account (Barclays) £8,435.00

- b. *Parish Precept & Council Tax – WODC*
This will be discussed at December's meeting.

- c. *Confirmation of Precept 2020/2021*
This will be agreed at December's meeting.

- d. *Statement of Affairs to 30.9.2019*
In the absence of Cllr. Lee who was unwell, it was agreed that these would be checked and verified at the meeting on 19th December.

256. **Dates of Next Meetings:-**

- Thursday 19th December 7.15 pm
- Thursday 23rd January 7.15 pm

There being no further business the meeting ended at 8.45 pm