

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on
Thursday 27TH October 2016 at 7.15 pm

PRESENT: Parish Councillors N. Knott (Chair), A. Lee, R. Parker, T. Gilbert, C. Glendinning, P. Butler, P. Shaw, M. Ivings, D. Robottom, P. Johnson and District Cllr. Andrew Beaney

APOLOGIES County Cllr. Hilary Hibbert-Biles

IN ATTENDANCE Mrs. B. Sinclair (clerk)

115. **DECLARATIONS OF INTEREST:-**

- Cllr. Shaw declared an interest in item 9, Citizens Advice West Oxfordshire.
- Cllrs. Johnson & Lee declared an interest in Item 9, grass cutting as they were both members of the Parish Hall Management Committee.
- Cllr. Ivings declared an interest in Item 9, grass cutting as M & D Gardening Services was involved with the family business.

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

The minutes of the Parish Council meeting held on 29th September 2016, having been previously circulated were taken as read, agreed and signed.

117. **MATTERS ARISING:**

- **Parking at Cleveley** – PCSO Chris Jones was reviewing this
- **Banners at Artyard Café** – as no residents had complained with regards to all the banners, this item would now be taken off the agenda.
- **“Take Your Litter Home” signs** – ongoing
- **Japanese Knotweed** – ongoing
- **Soho Farmhouse** – The Entertainment License had been circulated to all members and an update had been received from the Planning Department with regards to the current planning applications.
- **Tew Crossroads signpost** – ongoing, the clerk to chase this up with Highways.
- **Relocation of the 30 mph signs along the Lidstone Road/Coxs Lane** – The 30 mph signs had finally been relocated and PCSO Chris Jones is to monitor this. The clerk had written to Oxfordshire County Council with regards to the S106 monies that were outstanding but no response had yet been received.
- **Renault Motorsport** – ongoing
- **Letter to Planning Department** – An email had been sent to Cllrs. Mills and Haine, following the last meeting, but no response had been received. DC Andrew Beaney would chase this up on behalf of the Council.
- **Clearing out of filing cabinets in the Parish Hall** – ongoing
- **Speed Gun** – DC Andrew Beaney confirmed that Bladon PC was no longer considering purchasing a speed gun. The Council agreed that it would be useful for PCSO Chris Jones to attend a meeting to discuss speeding issues and how to work together on this. The clerk would invite PCSO Chris Jones to a meeting to discuss this.

- **Sports Club** – An email had been received from the Sports Club raising concern that a resident had cut the tops of some of the trees which had been planted to prevent balls going into residents’ gardens. The clerk would write to the resident explaining the need for the height of the trees and that permission from the PC was required should the resident wish to prune the trees in the future.
- **Letters to Leaders of the County & District Councils regarding monies spent working on a Unilateral Agreement** – a response had been received from the Leader of the County Council and circulated to all members. Noted
- **Grass Cutting – responses from the Parochial Church Council & Parish Hall Management Committee** – both Charities had replied to the Parish Council stating why they were unable to fund the cutting of the churchyard & cemetery and the parish hall. The Parish Council was sympathetic to these reasons but, after discussion, felt that a donation from each Charity towards the grass cutting, was a reasonable request. The Parish Council would respond suggesting a contribution of £250.00 from the Parochial Church Council and £100.00 from the Parish Hall.

118. **PUBLIC DISCUSSION:-**

- Cllr. Knott reported that on BBC’s South Today an interesting feature regarding Swindon creating three Parish Councils, in order to undertake the work that the County Council was no longer able to fund, had been shown.

119. **COUNTY COUNCILLOR’S REPORT**

- No report had been received

120. **DISTRICT COUNCILLOR’S REPORT**

- Councillors have approved an updated version of the draft Local Plan for public consultation following concerns raised by the Planning Inspector in January that the earlier draft was not consistent with Oxfordshire’s Strategic Housing Market Assessment and that it did not take into account the housing need identified for Oxford. Under the revised proposals, a total of 15,950 homes are set to be built by 2031, of which 2,750 have been allocated as the District’s contribution to Oxford’s unmet housing need. Key sites include 2,200 homes at the proposed Garden Village to the north of Eynsham along with an urban extension to the west of Eynsham which will add a further 1,000 new homes. Other major sites will include increasing the number of homes in North Witney from 1,000 to 1,400; new allocations in Woodstock adding 670 properties; increasing the development area at Tank Farm, Chipping Norton from 600 to 1,400 homes and building a further 570 homes at three sites in Carterton in addition to over 1,000 homes which are already proposed in and around the town.
- A reshuffle was taking place following the recent election of MP Robert Courts following the resignation of David Cameron.

121. **PARISH HALL MATTERS:-**

- Cllr. Knott reported that the land transfer deed had been signed by Mr Davie Stokes from Davies & Partners (Solicitors acting for Persimmon Homes). There was now confusion over the final settlement bill. Cllr. Knott and John Dyakowski were clarifying this with Persimmon Homes.

(8.00 pm Cllr. D. Robottom left the meeting and at 8.20 pm Cllr. P Butler sent apologies and left the meeting).

122. **CORRESPONDENCE:-**

West Oxfordshire District Council:

- *Fraudsters claiming to be from HMRC* – Noted
- *Letter from the Leader of the Council with regards to the Unilateral Agreement* – Noted
- *Consultation on the removal of Public Payphones in West Oxfordshire District* – this included three 'phones within Enstone Parish. The clerk to put this onto the Ensign magazine

Oxfordshire County Council:-

- *Temporary Road Closure at Lidstone* – this would take place on 21st November for five days, for drainage works to take place. The clerk to put this into the Ensign magazine

Other:-

- **Enstone Emergency Plan** – Cllr. Johnson was thanked for updating the plan that had been circulated to all members. The local risk assessment included the possible flooding of the River Glyme, heavy snowfall limiting road access to the village, a widescale utility failure and a chemical spillage at the Enstone Airfield Industrial Park. All members of the Parish Council agreed to be part of the plan with regards to communication during a major event – it was agreed that once the plan had been finalised, it would be kept in a locked cabinet at the Parish Hall. The clerk to put an article in the Ensign magazine asking for volunteers to contact her who would be willing to help during an emergency and to have their names included in the plan. The question of an emergency generator was discussed and that high viz jackets and torches be purchased. Cllr. Johnson would update the plan for further discussion.
- **Grass Cutting Tenders** – Four quotes had been received from WODC, Trade Services, Thomas Fox and M & D Gardening Services. After discussion it was unanimously agreed to offer the contract to the local company M & D Gardening Services, based in Over Norton, depending on the responses from the two referees, as its quote was the cheapest. M & D Gardening Services provide this service to other local Parish Councils. The clerk to obtain two references and circulate these to all members.
- **Bus Shelter** – It was agreed to paint the second bus shelter, opposite Worths Garage, and to trim back the ivy to below roof level. The clerk to arrange this.
- **Traffic Safety** – With regards to the chicane at Church Enstone, a quote was still awaited.
- **OALC – September's Update** – this had been circulated to all members. Noted
- **Came & Company, newsletter** – the Autumn newsletter had been circulated to all members. Noted
- **OALC Workshop** – This had been arranged for Thursday 24th November. Cllr. Glendinning to confirm whether or not she would be able to attend and the clerk to obtain further information regarding the issues to be discussed.
- **Enstone Parish Hall, Annual General Meeting** – an invitation had been received to attend this on Monday 7th November at 7.00 pm at The Parish Hall. Cllr. Knott sent apologies for this. Noted
- **Winter Planning** – it was agreed that no further grit bins were required this winter. The bins would be filled with salt by the WODC at the start of the season.
- **Hethrop Park** – Several residents from Church Enstone had emailed the Parish Council with regards to an increase in noise from the Government-funded company ISSEE based at Heythrop Park, particularly with explosions next to the footpaths. Cllr. Knott and MP Robert Courts had been invited by ISSEE to a site visit and it was agreed to accept this. There was also an issue with regards to the alleged burning of equipment such as mattresses at Heythrop Park and DC Andrew Beaney would investigate this further.

- **Citizens Advice Bureau, West Oxfordshire** – the request for a donation had been received and it was agreed to donate £150.00.

123. **PLANNING APPLICATIONS:-**

- **Mill Cottage, Lidstone, 16/03269/HHD.** Alterations and erection of first floor extension – No objection
- **Stone Farm, Lidstone** – application being discussed at Uplands Committee on Monday 5th December – Cllr. Knott would inform residents in Lidstone regarding this

Decisions Received:-

- **Land East of The Drive – Residential development of up to 10 dwellings, together with a new access onto The Drive (means of access only) - Refused**
- **Whiteways Technical Centre – Erection of new workshop - Approved**
- **Spring House, Gagingwell – Proposed two storey side extension – Approved**
- **Land North East of Industrial Estate – Change of use of identified land to open storage – Approved**
- **The Mill, Cleveley. Alterations to the windows and dormer windows to the front elevation and pitched roof to the rear. Approved**
- **Glyme Bank, Lidstone. Alterations and extensions to enlarge existing dwelling including new games room, indoor pool, plant room and store on proposed lower ground floor. Approved**
- **Cherrydene, Cleveley Rd, Enstone. Proposed replacement of existing fence at boundary of garden - Approved**

124. **FINANCE:-**

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

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| • Mrs Beth Sinclair | £660.52 |
| • Weed Control | £264.00 |
| • Enstone Parish Hall, rent | £184.50 |

Monies Received:-

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| • WODC, 2 nd Precept | £11,049.50 |
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b) **Draft Budget for 2017/2018**

- It was agreed to arrange a separate Finance Meeting in November to discuss the precept calculation for 2017/2018 and the remaining monies relating to Enstone Parish Hall.
- **Enstone Parish Hall Account** – this would be discussed at the Finance Meeting in November. The clerk to check the minutes in relation to the building of the boundary wall.
- **Statement of Affairs ending 30th September 2016** – As Cllr. P. Butler had had to leave the meeting early, these would be checked and verified at the Finance Meeting.

There being no further business the meeting ended at 9.00 pm

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

- Thursday 17th November 2016 7.15 pm at Enstone Parish Hall – Finance Meeting
- Thursday 24th November 2016 7.15 pm at Enstone Parish Hall
- Monday 12th December 2016 7.15 pm at Enstone Parish Hall