

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on
Wednesday 20th September 2017 at 7.15 pm

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

APOLOGIES: Cllr. P. Shaw

IN ATTENDANCE: Mrs Beth Sinclair – Parish Clerk and Mr. Michael Ergatoudis, Soho Farmhouse

Cllr. Knott welcomed everyone to the meeting.

85. **DECLARATIONS OF INTEREST:-**

- Cllr. Parker declared an interest in Item 10 Planning Applications (Cuckolds Holt Farm).

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

- The minutes of the Parish Council Meeting held on Thursday 31st August, having been previously circulated were taken as read, agreed and signed.

SOHO FARMHOUSE

Mr. Michael Ergatoudis, Development Director at Soho Farmhouse, attended the meeting to update the Parish Council on the two planning applications that were due to be discussed at the Uplands Planning Committee on Monday 6th November.

- The two applications under consideration are for twelve new structures (a row of five Kitchen Garden Rooms, a row of ten Walled Garden Cottages and ten Pods each of four Pigsties) providing a total of 55 new double rooms. The additional vehicular movements generated by the 55 couples staying in the proposed new rooms, based on an average stay of 2-3 nights with full occupancy will be 48-150 (26-75 extra vehicles per day) with the peak on Fridays and Sundays, when guests arrive or leave for weekend stays. The increase in vehicle movements on the B4022 south to and from Enstone, Charlbury and Woodstock would be an additional 34 to 106 movements. This traffic will be split from the three different routes onto the B4022 north from Charlbury, Gagingwell and Enstone.
- The Transport Assessment requested by OCC demonstrates that the capacity is there for this extra traffic. The view from Mr Phil Shaw, at the Planning Department at WODC, is that each individual application has to be assessed in its own right. Soho Farmhouse has funded £0.75 m to improve the highways network. This includes improvements along the Ledwell Lane & Tracey Lane, the installation of rumble strips and improved road signage, to slow down traffic.

- A Section 278 agreement (a section of the Highways Act 1980) had been made between Soho Farmhouse and OCC totalling £2 million for improvements to the Green Lane – this agreement allows developers to enter into a legal agreement with the County Council to make alterations or improvements to public highways, as part of a planning application. County Cllr. H. Hibbert-Biles queried how this had been approved without the approval of the planning application.

Questions:-

- The main objections that had been received by the Planning Department concerned the condition of the roads.
- Local membership is 2,400 and Cllr. Knott explained that each member is also allowed to bring three guests.
- Cllr. Ivings asked how a disabled person can manage, as the whole area is gravelled and wheelchairs and buggies are not able to manoeuvre over the gravel.
- Cllr. Knott queried if shooting events were held at Soho – a few months ago people were complaining that the Shooting School was undertaking clay pigeon shooting but that it was actually Soho Farmhouse.
- Cllr. Robottom queried what was the proportion of staff who lived locally and which local suppliers were used.
- Cllr. Ivings queried what “local” butter was used.
- Cllr. Lee requested information regarding the number of local people employed by Soho Farmhouse and if this information could be shared with the Parish Council.
- The Parish Council had requested a site visit several months ago but no invitation had been received. Mr. Ergatoudis would arrange this.
- Cllr. Lee queried whether improvements could also be made to Enstone Parish using the S278 monies.
- Cllr. Lee queried how the S106 monies were to be used for the benefit of the community – Mr. Ergatoudis explained that entry gates had been installed at both ends at Sandford St. Martin and a flashing speed camera had been installed at Somerton, near Yardley. The Parish Council expressed great concern as Somerton was not in the parish of Soho Farmhouse and why Enstone Parish Council had not been consulted regarding S106 monies?
- **It was agreed that Enstone Parish Council would arrange a subcommittee meeting to assemble a list of requirements from S106 monies with regards to future planning applications.**
- Mr. Ergatoudis explained that ENCON had visited Soho Farmhouse – Cllr. Knott explained that ENCON did not report to the Parish Council and was not a subcommittee of the Parish Council but an independent Charity.

In summary, Mr. Ergatoudis would arrange a site visit for the Council and forward the information regarding the employment figures and local suppliers.

Cllr. Knott thanked Mr. Ergatoudis for attending.

BOLLARDS AT BAY TREE HOUSE:-

Mr. Chavda attended the meeting with regards to the bollards that he had erected on Highways property, without permission, outside his house. He had sent a petition to the County Council asking it to reconsider its decision requiring him to take down the bollards. At the last meeting, the Parish Council felt that it should not make the final decision regarding this. The concern, should the Parish Council agree to this, is that it sets a precedent for all other residents to install posts on Highways property and that permission from OCC must be sought. Cllr. Johnson commented that the kerb is non-existent and that vehicles regularly drove across the grass when the bollards were not there. Cllr. Robottom queried what the OCC policy is regarding kerb sites – County Cllr. Hibbert-Biles explained that the policy is that permission is required.

Cllr. Gilbert explained that the Highways had asked for the views of the Parish Council but that the Parish Council's vote was not definitive. Five voted in favour of the bollards remaining, two against and two Councillors abstained from voting. The clerk would inform Highways concerning this decision.

87. 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. County Cllr. Hibbert-Biles had been asked to help with this as well. Ongoing
- **Painting of second bus shelter** – ongoing
- **Sign at Gagingwell** – the sign that had been knocked down has been reported to Highways. Noted.
- **Overgrown trees when exiting The Drive** – The clerk had contacted Highways. Noted.
- **Pedestrian crossing** – A44 – A meeting would be arranged to address this possibility.
- **Big Festival Traffic** – the volume of traffic travelling along the Lidstone Road had been reported to Highways.
- **Green Gym** – the whips would be free of charge – all voted in favour of the Green Gym carrying out further work at the B022/B4030 junction at a cost of £30.00.
- **M & D Gardening Services** – no handover had been undertaken. The final cut of the season was required – it was agreed that the clerk would contact Mr. Paul Cantwell concerning this.
- **Neighbourhood Watch Scheme** – no responses had been received from residents wishing to be involved with this.
- **B4022** – Cllr. Butler asked County Cllr. H. Hibbert-Biles for an update regarding the overgrown vegetation and the poor state of the B4022. Several videos had been sent to Mr. Wilson at OCC requesting urgent assistance. County Cllr. H. Hibbert-Biles explained that Mr. Wilson had seen the videos but that he was receiving reports from the whole of West Oxfordshire and that the remedial work will be carried out.

88. PUBLIC DISCUSSION

- Cllr. Glendinning commented that the gullies along the A44 were blocked with rubbish and weeds. The clerk to report this to Highways.
- The clerk had circulated a letter from Savills regarding Land at Manor Farm, Enstone. Noted.
- Willowbrook, Radford. Cllr. Knott reported that there had been a problem at the weekend in that the builders were using artificial stone – Mr. Michael Kemp at WODC Planning Department would undertake an urgent site visit.
- The Olde Shop – the clerk had received a ‘phone call from a concerned resident regarding the conifer trees at this site, worried that in a storm, damage would occur. The clerk had explained that these trees were to be taken down as part of the recent planning application.
- A resident had contacted the clerk concerned at the increase in traffic parking along Litchfield Close. Noted.

89. COUNTY COUNCILLOR’S REPORT

- Cllr. Knott explained that she had emailed Ms. K. Harmer at OCC expressing concern regarding planning applications and how the OCC monitored the creeping effect with all the current planning applications in relation to the increased traffic within the area. Ms. Harmer responded that the final decision regarding all applications was made by WODC Planning Department. The cumulative impact on the roads was of increasing concern and it was agreed that a meeting would be arranged with Ms. Harmer, County Cllr. H. Hibbert-Biles and members of the Parish Council to discuss this.
- Chipping Norton School had had brilliant GCSE examination results.

90. DISTRICT COUNCILLOR’S REPORT

- Cllr. Parker commented that he was surprised that the planning application at the Great Tew Estate, 17/02381/FUL had been approved and queried how the Planning Department monitored temporary applications.

91. PARISH HALL MATTERS:-

- Cllr. Lee reported that the heating system had now been flushed and leaks were found, causing depletion in energy coming out of the bore holes. The report was awaited.
- The clerk had circulated the *Declaration of Trust* contract to all members – it was agreed that Cllr. Lee would discuss this with Mrs Susanne Hamilton before signing this. The query as to whether fixtures and fittings should be included in the contract was raised.
- Information from the PHMC was required and Cllr. Lee would deal with this as he was Chair of the PHMC.
- Cllr. Knott explained that Mr. Phil Shaw, Head of Planning at WODC, had emailed Persimmon Homes regarding its duty to complete the work required at the Paddocks – a response was awaited. The clerk sent a copy of this email to DC Beaney.

92. CORRESPONDENCE:-

West Oxfordshire District Council:-

- *Recycling Service Changes* – the new contract begins on Monday 2nd October and all residents had received instructions on the new changes. Only one recycling bin was allocated to each home at present.
- *Leader backs bid for 'urgently needed' funding* – The priority scheme under consideration involves a £135.4 m bid for upgrades to the A40 that would support the delivery of more than 10,000 homes in Witney, Carterton and around Eynsham. Noted.

Oxfordshire County Council:-

- *Changes to DIY charging at Household Waste Recycling Centres* – from Sunday 1st October, the charges for the disposal of non-household waste will be changing with a small fixed fee per item being incurred. There was concern that because of this, fly tipping might be increased.
- *National Highway & Transport Public Satisfaction Survey* – Cllr. Butler kindly agreed to complete this questionnaire.
- *Planning applications – Traffic Management* – Following discussions regarding the Soho Farmhouse planning applications and the possible planning application at Enstone Airfield consisting of a classic car museum, it was unanimously agreed that as a Parish Council, it was responsible for helping the District and County Councils with information that they may be unaware of within the parish, to enable the District and County Councils decide on planning applications. Two subcommittee meetings would, therefore, be set up – Cllr. Butler agreed to set up a meeting to create a wish list of what was needed within the Parish from proceeds of S106 monies from these developments and that Cllr. Knott would set up a meeting with the County Council regarding the creep effect of these planning applications, including the 1200 houses at Tank Farm, Chipping Norton, in relation to traffic management within the area. *Following these meetings, a meeting would be arranged with residents to discuss future plans within the parish.*

Other:-

- **Bunds at Shooting School** – Mr. Einig did not attend the meeting so this item will be discussed in October. A few queries had arisen including lorries which were not using the wheel wash, particularly at weekends, and several lorries had been seen travelling through Gagingwell which was not allowed unless its use was for non-bund purposes. The clerk would pass these queries onto Mr. Einig in preparation for October's meeting.
- **Enstone Airfield – Classic Car Collection** – The meeting at Great Tew Cricket Club had taken place on 13th September. Cllr. Gilbert felt that this had been a sincere meeting and Mr. Mullin was not undertaking this project for financial means and that he would work with the Parish Council regarding queries. Mr. Mullin had been in talks with WODC Planning Department for the past two years. *Enstone Parish Council wishes to discuss with Mr Mullin what will happen with the monies towards*

social housing. ENCON was corresponding with the Environment Agency regarding the proposed application.

- **Speedwatch Campaign** – Cllr. Butler reported that a recent Speedwatch Campaign had taken place outside Enstone House followed by the junction of the A44 and Cleveley Road. The second Speedwatch Campaign took place the following day opposite the Artyard Café, checking traffic coming down the hill towards Chipping Norton. People’s perceptions of speeding were not matched by the evidence. It was suggested that the next campaigns take place along the B4022 from Worths Garage down to the 30 mph limit and then at Gagingwell. This was agreed and Cllr. Butler was thanked for all his continued hard work with this. It was agreed not to purchase stickers that could be placed onto dustbins asking drivers to drive at 30 mph.
- **OALC, August newsletter** – This had been circulated to all members. Noted
- **Planting of hedging at The Paddocks** – This would take place in October/November. Noted
- **Grass Cutting 2018/2019 Season** – It was agreed that the clerk would send out letters to various contractors asking them to quote for the 2018/2019 season. There were no changes to be made to the existing contract.
- **Victims of Abuse – donation** – An email had been circulated to all members from Clean Slate, Victim Support Services requesting a donation of £100.00 to support vulnerable members within the parish. After discussion it was agreed to donate £50.00 towards this worthy cause.
- **Meeting date with MP Robert Courts** – this had been arranged for Friday 17th November but not many members were able to attend. It was agreed to arrange a meeting in the New Year.

93. **Planning Application:-**

- **Cuckholds Holt Farm, Gagingwell, 17/02819/HHD** – Single storey kitchen extension. *No objection*

Decisions Received:-

- **The Pigeon House, Chapel Lane, Enstone, 17/02354/FUL** – Erection of timber fence behind an existing stone boundary wall to a height of 1.8 m – *Application withdrawn*
- **Willowbrook, Radford, 16/04190/CND** – Discharge of conditions 6,7,9 and 10 – *Approved*
- **The Great Tew Estate, 17/02381/FUL** – Temporary change of use for a maximum period of 13 weeks for a mobile film studio (Class B1) with associated ancillary facilities, equipment and storage. *Approved*
- **Heythrop Zoological Gardens, Green Lane – Appeal decision – 16/04040/FUL** – New detached dwelling, detached garage with first floor accommodation and lion enclosure with fencing – *Appeal Dismissed*

94. **FINANCE:-**

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

Santander:-

- Mrs Beth Sinclair £627.17
- WODC, loan £573.61
- Knowhow Cloud, backup £30.00
- BDO, external audit £360.00

b) **BDO External Audit** – the clerk confirmed that only one minor issue had arisen in that the council tax support grant monies had been placed into the wrong column. The clerk was thanked for all her hard work with this.

95. **Dates of Next Meetings –**

- Thursday 26th October 2017 7.15 pm
- Monday 6th November 7.15 pm – Finance Meeting
- Thursday 30th November 7.15 pm
- Monday 18th December 7.15 pm

There being no further business the meeting ended at 9.30 pm.