

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held at Enstone Parish Hall on
Thursday 23rd January 2020 at 7.15 pm

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

Cllr. Knott welcomed everyone to the meeting.

1. There were no declarations of interest declared.
2. **MINUTES OF THE PREVIOUS MEETING:-**
The minutes of the previous Parish Council meeting held on Thursday 19th December 2019, having been previously circulated, were read, approved and signed.
3. **MATTERS ARISING:-**
 - **Letter to Planning Department at WODC addressing concerns regarding poor commutation** – A response had been received and circulated to all members. DC Andrew Beaney is also arranging a special meeting to address Parish and Town Councils' concerns regarding issues with the Planning Department and Enforcement Team at WODC. He will inform the Parish Council when this meeting is due to take place. Noted.
 - **Audit of current litter bins** – still awaiting audit from WODC. The clerk will chase this
 - **Clerk's pack with instructions** – ongoing
 - **Letter to Environment Agency** – Cllr. N. Knott had not received a response following the Parish Council's complaint to the Environment Agency following the burst sewerage pipe at Heythrop Park.
 - **Overflow at Spring House** – The clerk will re-contact Matt Timms at Highways who was going to arrange a site visit.
 - **The Planks** – Cllr. N. Knott has arranged a site visit on 31st January with Mr. Kevin Jack from WODC.
 - **Vans parked at proposed site, Land South of Oxford Road** – DC Andrew Beaney is contacting the Planning Department with regards to the vans that are parked on the A44 causing hazardous conditions.
 - **Green Gym** – It was agreed that the Green Gym undertakes three sessions clearing up the site at a cost of £60.00 per session. The clerk will confirm this with the Green Gym.
4. **PUBLIC DISCUSSION:-**
 - **Abandoned cars around Enstone** – Cllr. Knott reported that several cars have been parked around Enstone including the Lidstone Road, The Drive, Litchfield Close and Cleveley Road. The car that was parked outside the school has been driven into by a vehicle recently and then the tyres removed. The police have been informed about this car.
 - **St. Kenelm's Endowment Trust** – Mr. Charles Powell had contacted the Parish Council regarding the Enstone Church Building Endowment Fund, Charity Commission No. 1087623. The Trust's Constitution states that one of the Trustees should be nominated by the Parish Council. Mr. Nic Byrom had been put forward as a Trustee following the death of Mr. Robert Parsons. The Parish Council discussed this and agreed that it is happy to endorse the nominee, Mr. Nic Byrom but wished to be more involved in the consultation process in the future. It is noted that only one Parish Councillor knows the nominee. The clerk will respond accordingly to Mr. Powell. Noted.

- **Building work A44 – verges** – Cllr. Shaw reported that a resident had contacted him regarding the verges that had been dug up by builders' vans. These builders are currently working on the construction of a new house on the A44. The builders have agreed to "make good" the area once the work is complete. Cllr. Robottom will let the clerk have the details of whom to contact regarding this. Noted
- **Warning Lights at Enstone School** – Cllr. Shaw reported that these are not currently working. The Highways Department at OCC is aware of this and are arranging the repair to the lights.
- **Cleaning of bus shelter windows** – Cllr. Glendinning requested that the bus shelter windows be cleaned. This was agreed and she will arrange for this to be carried out. Noted.

5. COUNTY COUNCILLOR'S REPORT

- ❖ No report has been received. CC Hilary Hibbert-Biles is currently unwell and the clerk has contacted her on behalf of the Parish Council.

6. DISTRICT COUNCILLOR'S REPORT

- ❖ No report has been received.

7. PARISH HALL MATTERS:-

- There was nothing to report.

8. CORRESPONDENCE:-

West Oxfordshire District Council:-

- *Councils team up to tackle homelessness* – Oxfordshire County Council and six partners have demonstrated their commitment to work as a partnership and tackle rough sleeping by agreeing to invest £738,000.00 over two years in hostel accommodation for homeless people in Oxfordshire. Noted
- *Chairman's event raises cash for volunteer centre* – An organisation which arranges volunteers to help residents with a range of tasks and services has been given a £650.00 boost thanks to a special fundraising event. Volunteer Link Up was chosen as the beneficiary of a special evening held at the Witney Blanket Hall and hosted by Council Chairman Harry Eaglestone. The Witney-based organisation arranges for volunteers to carry out transport, befriending and practical tasks for those in need of help. Noted
- *Council signs up to major campaign to protect terminally ill staff* - West Oxfordshire District Council has signed up to a campaign protecting workers' employment rights should they become terminally ill. Noted
- *Residents asked to highlight their priorities for Council budget* - West Oxfordshire District Council is asking residents for their views on how it should prioritise its spending over the next year. The Council is currently preparing its annual budget for 2020-21 and is consulting on proposals to increase council tax by an annual average of £5.00. Noted
- *Key Government environmental proposals for new homes welcomed* - West Oxfordshire District Council has welcomed Government plans to boost the energy performance of all new-build homes. The Council has responded positively to a consultation on key proposals forming part of the Future Homes Standard which is being drawn up to ensure significantly higher energy efficiency requirements being incorporated into new homes from 2025. Noted
- *Residents urged to use an official waste carrier or face a fine* - Residents are being reminded of their responsibilities when it comes to waste disposal. Government legislation stipulates that only authorised collectors can be used to take away waste that is not being removed as part of normal household collections. Examples include old appliances and waste generated from a DIY project or a house clearance. Collection services are often advertised on social media sites but the operators may not have the correct authorisation. If residents fail to check their collector's credentials, they could face a fixed penalty notice of up to £400.00. The clerk will put this article into the Ensign magazine. Noted.

Oxfordshire County Council:-

- *Damaged lamp column – possible new position* – A44 Oxford Road, Enstone – A lamp column near the Old Bell House and opposite 'Brayton' was hit and damaged just before Christmas and needs replacing. Oxfordshire County Council suggests that the lamp is moved

a short distance, approximately 1.5 m northwards, as it is currently shrouded by overhanging trees. The Parish Council agreed with this and the local residents also have no objection. The clerk will respond to the OCC.

- **Street Lighting – Enstone School** – The street lighting team at OCC is currently investigating the state of the “wig wag” orange signal installations with a view to upgrading, as necessary, so that the “patrol” signs can be replaced with the “school 20 when lights show” signs. One of the current wig wag signals is situated near Enstone House and is partly shadowed/obscured by a tree. It was agreed that the clerk will contact Enstone House to ask for the tree to be pruned. It is unclear whether it will be the Parish Council or County Council who will be financially responsible for upgrading these signals. The clerk will contact CC Hilary Hibbert-Biles for confirmation.

Other:-

- **Retirement of Cllr. Marilyn Ivings** – Marilyn has received the flowers and it was agreed to write a piece in the Ensign magazine, thanking Marilyn for all her hard work and dedication over the past 26 years, as Parish Councillor. The clerk will also advertise the vacancy in the Ensign magazine.
- **Traffic Calming:-**
 - i. **Speed & Volume Data** – Cllr. Robottom will write a report, to be forwarded to the Highways Department at OCC.
 - ii. **Renault/Gagingwell** – A meeting with Renault will be arranged to discuss Renault’s offer of assistance with traffic calming at Gagingwell. Cllrs. Shaw and Parker are arranging a site visit with Mr. James Wright at OCC regarding the installation of Vehicle Activated Signs at Gagingwell. Ongoing
 - iii. **Lidstone Road** – new signage – OCC has agreed to install new signs at both ends of the Lidstone Road “unsuitable for heavy vehicles”. Noted.
 - iv. **Updated Report from Mr James Wright regarding traffic calming around the Parish following site visit in October 2018** – The clerk had circulated an updated report from Mr James Wright regarding traffic calming. This included the possibility of a traffic regulation order at the A44/ Bicester Road junction and/or a chicane towards the entrance at Heythrop. Various issues were raised and it was agreed that residents need to be informed about these at the Open Meeting on 19th March – the Parish Council will arrange for display boards to be put around the main hall detailing the options available to improve traffic calming.
 - v. **Open Evening – Thursday 19th March – Main Hall 6.30 pm until 8.00 pm**
Following the meeting on 16th January the following points were agreed:-
 - To hold the meeting early evening, rather than a Saturday afternoon
 - To use display boards detailing current issues for residents, to have their say on how the £15K monies are spent
 - That an insert be put into the Ensign magazine (the Parish Council will pay for this insert) and the heading to include issues such as traffic noise, litter, climate change, community support, the parish directory, the Ensign magazine – what are residents’ concerns?
- **OALC – December’s Update** – This had been circulated to all members. Noted.
- **OALC – Training Events** – Several training events had been circulated to all members. Noted.
- **Hoarstones** – The Chairman of the History Society had compiled information for a plaque at the site of the Hoarstones. The Parish Council thanked him for this and has asked that the information be verified by an archaeologist. The clerk will contact the History Society regarding this.
- **Robert Courts MP** – Robert Courts MP had written to the clerk regarding his re-election to serve West Oxfordshire in Parliament. A poster had been enclosed with the letter, to be displayed on the noticeboard. Noted.
- **Encon** – This item will be moved to February’s meeting
- **Weed Control** – Quote 2020 – The clerk had received a quote for weed control. The clerk enquired whether or not any further weed control work would be required around the parish. It was agreed that the clerk will contact the company as and when it is needed. Noted
- **Litter Picking Campaign** – It was agreed to hold another litter picking morning on Saturday 28th March from 9.30 am. The clerk will put an article in the Ensign magazine regarding this.

9. **Planning Applications:-**

- **10 Litchfield Close, Enstone, 19/03418/HHD** - Rear single storey extension and front porch - *No objection*
- **Marshalls Barn, Church Enstone, 19/03407/FUL** - Repair and alteration of walls and rebuilding of roof to existing outbuilding to form ancillary dwelling - *Parish Council objects to this application on the basis that there will be an issue with parking which is already causing difficulties; the height of the roof is of concern; the property is next to a listed building and, therefore, needs to be in keeping with a listed building; the Parish Council would prefer that the property is occupied as a permanent residency.*
- **Land South of Oxford Road, Enstone, 19/03524/S73** - Non-compliance with condition 2 of planning permission 19/00991/RES to allow design changes to house types 2.8 and 9 - *Parish Council strongly objects to this application as the materials of the houses need to be in keeping with the materials adjoining the current properties and must not be made using buff brick as detailed in the proposed planning application. The development is also next to the listed building "Hillside." The Parish Council also insists that the stone wall along the A44 is rebuilt as a dry Cotswold stone wall.*
- **Markham Farm, Enstone Shooting School** – This planning application relates to the building of the bunds at Enstone Shooting School. Mr. Markham sent his apologies as he was unable to attend the meeting but will update the Parish Council at February's meeting. Noted.

Decisions Received:-

- **Fulwell Farm, Fulwell, 19/02933/PN56** – Conversion of two detached barns to create four dwellings, together with associated works and provision of paddock – *"Prior Approval Approved"*

10. **Finance:-**

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

• Mrs Beth Sinclair	£575.65
• NEST Pension Scheme (er)	£17.79
• NEST Pension Scheme (ee)	£23.71
• Ubico Ltd, Dog waste bin	£301.43
• Enstone Parish Hall, rent	£49.50
• Volunteer Link Up, donation	£50.00
• Cllr. N. Knott (flowers for Cllr. Ivings)	£35.00

- b. *Statement of Affairs to 31.12.2019*

In the absence of Cllrs. Lee & Gilbert, it was agreed that this would be checked and verified at the next meeting on 24th February.

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

- Monday 24th February 7.15 pm
- Thursday 26th March 7.15 pm

There being no further business the meeting ended at 9.00 pm