

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

**A Zoom on-line Meeting of the Council was held on  
Thursday 25<sup>th</sup> June 2020 at 7.15 pm**

**This was in accordance with Government Regulations  
During the Coronavirus**

PRESENT: Parish Councillors N. Knott (Chair), P. Shaw, P. Johnson, C. Glendinning, A. Ward, T. Gilbert, A. Lee, R. Parker, CC Hilary Hibbert-Biles and DC Andrew Beaney

APOLOGIES: PC David Robottom was unable to connect to the meeting

IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk, Mr. Julian Hilton-Johnson

51. There were no declarations of interest.

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

The minutes of the previous Parish Council Zoom meeting held on Thursday 28<sup>th</sup> May 2020, having been previously circulated, were read, approved and signed by Cllr. Knott.

#### **CHURCH ENSTONE, FALLEN OAK TREE**

Mr. Julian Hilton-Johnson, a resident in Church Enstone, was welcomed to the meeting to discuss the fallen oak tree situated on the small Green outside St. Kenelm's Church. Cllr. Knott thanked Mr. Hilton-Johnson and the residents of Church Enstone for all their work already done. It is proposed that the tree trunk be relocated to the position of the existing stone bench and to convert the trunk into a seat. The residents in the road are prepared to pay for the work required to move the tree trunk to its new position, to relocate the current stone bench to another location, to relocate the grit bin and to pay for a new tree and its planning. The residents have requested that the Parish Council pays for the cost of removing unused waste from the Green and to make good the area at a cost of £180.00 + VAT. The residents also propose that the Parish Council takes responsibility for the future maintenance work and liabilities associated with this area. Cllr. Knott is able to collect the store the existing bench, if required. The Parish Council was unanimous in agreeing with this proposal and thanked Mr. Hilton-Johnson and the residents of Church Enstone for their work with this.

#### **PLANNING APPLICATION APPEAL:-**

**BARNMEAD, CHURCH ENSTONE, APP/D3125/W/20/3249734** – *Outline Planning Application for Retirement Dwellings, Community Building and Communal Recreational Facilities; Access Roads and Pedestrian/Cycle links; hard and soft landscaping; foul and surface water drainage systems and other works.* The planning application has gone to Appeal and additional comments can be sent to the Appeals Officer.

- The "Statement of Case" prepared for Land Logic Ltd in January 2020 – Summary & Conclusions – 3.10. That the proposed community building would include a facility for a General Practitioner to hold clinics with the general public and residents of the retirement community. The Business Manager at Chipping Norton Health Centre has confirmed to the Parish Council that he has not been approached with regards to this and confirmed that it is unlikely that it would be feasible.
- Summary 3.3 – That following a public exhibition held at Enstone Parish Hall on 15<sup>th</sup> December 2018 – and in light of the Planning Needs Assessment and Statement of Case prepared by Carterwood, "there is clear empirical evidence of a need for specialist retirement housing in Enstone Parish". A few Parish Councillors confirmed that they did not receive the letter regarding this consultation on 15<sup>th</sup> December and nor did the proprietor of the village shop.
- The Parish Council remains unconvinced of the "empirical need for specialist retirement housing in Enstone Parish" and comments that there is also a retirement centre based in the town of Chipping Norton, a few miles from Enstone, with vacancies.
- Mr. Hilton-Johnson emphasised that there were overwhelming objections for the development from the parish (evidenced by the vote taken at the planning meeting on 25<sup>th</sup> April 2019 and by comments made by residents on the WODC planning portal).

*It was agreed to write to the Appeals Officer regarding these points.* Mr. Hilton-Johnson left the meeting at this point and was thanked for attending.

**53. MATTERS ARISING FROM PREVIOUS MINUTES:-**

- *Travellers at Green Lane* – An update from PCSO Chris Jones was still awaited and the clerk will chase this up again as the travellers are causing an obstruction along a public right of way with increasing amounts of rubbish.
- *Stones & Wooden posts* – The landlord has now removed the stones from the verges along The Green at Church Enstone. A resident has informed the Chair that the Parish Council owns the Green and the clerk will check this with OCC. County Cllr. Hibbert-Biles confirmed that stones are not allowed and that wooden posts cost circa £200.00 each. Cllr. Parker suggested having plastic collapsible bollards installed. County Cllr. Hibbert-Biles will discuss this with the Highways Department.
- *The Mullin Project* – District Cllr. Andrew Beaney confirmed that following approval of the outline planning application, the more detailed planning application detailing the schedule of conditions was awaited.
- *20 mph signs around the parish* – there had been several complaints from residents regarding speeding traffic along Coxs Lane and through Church Enstone. The volume of speeding traffic has increased since lock down. After discussion, it was agreed that CC Hilary Hibbert-Biles will consult with Mr. Anthony Kirkwood at Oxfordshire County Council with regards to undertaking a feasibility study around the Parish, to have 20 mph signs installed. The Parish Council will fund this feasibility study and will also need to fund the installation of the 20 mph signs around the Parish. There are now 20 mph signs in Chipping Norton and Charlbury, funded by its Town and Parish Councils. It was agreed not to do any speed checks for the time being, due to social distancing rules, and because insufficient volunteers were available to help with these. A resident will form a team of volunteers for Church Enstone, should it be required.

**54. PARISH HALL MATTERS:-**

- The Parish Hall Management Committee thanked Enstone Parish Council for offering to fund the grass mowing at the Parish Hall and will contribute £250.00 to Enstone Parish Council towards this. The cost would be £130.00 + VAT on a monthly basis during the grass cutting season.
- Cllr. Lee confirmed that updated Government guidance allowed Parish Halls to re-open from 4<sup>th</sup> July. Guidance from the OALC meant that the Parish Council will continue to meet via Zoom.
- Enstone Parish Hall will be re-opening on Monday 6<sup>th</sup> July and all people who use the hall will adhere to strict social distancing and hygiene measures with regards to hand sanitising etc.

**55. PUBLIC DISCUSSION:-**

- Following May's meeting, a resident had raised concerns with the Chair regarding the cutting of the verges along The Drive because of its environmental impact.
- Chapel Lane, flooding – a resident had contacted the clerk with regards to flooding along Chapel Lane. Oxfordshire County Council has been informed.
- A resident had contacted the Chair regarding trespassers at the old quarry site.
- Two damaged signs in Coxs Lane had been reported to Highways.
- There had been another sewerage leak at Heythrop Park and Thames Water had dealt with this. Correspondence was still awaited from Thames Water regarding the previous leaks.
- Cllr. Glendinning suggested that the speeding sign that lights up at the entrance to Enstone be replaced by a larger sign as it was covered with vegetation. It was agreed to arrange for the vegetation to be cut back and the clerk will investigate this further. Cllr. Ward suggested that the sign be relocated at the junction before the staggered cross roads by Worths garage.
- Cllr. Glendinning reported overgrown vegetation between the fence and wall at Crossways Court. County Cllr. Hibbert-Biles will contact Highways concerning this.

**56. DISTRICT COUNCILLOR'S REPORT**

- DC Andrew Beaney had no additional information to report.

**57. COUNTY COUNCILLOR'S REPORT**

- CC Hibbert-Biles reported that most members of OCC are still working from home.
- Schools have re-opened for years 10 and 12 and OCC has provided PPE equipment.
- OCC is organising for children in care, or who have social workers, to have computers to aid with their schooling.

58. **CORRESPONDENCE:-**

West Oxfordshire District Council:-

- The weekly Covid De-briefing reports continue to be circulated. Noted.
- Council set to launch discretionary business grants. Noted.

Oxfordshire County Council:-

- **Enstone Footpath 14 – The Planks** – OCC has reported that work to replace the planks will not take place this year due to lack of funding following the Coronavirus pandemic and that the footpath may have to be closed over the winter months. The Parish Council had offered to contribute £2,000.00 towards repair. Cllr. Johnson stated that it was very important that the footpath is repaired. Cllr. Shaw queried the total cost involved and whether it might be possible to find an alternative contractor. A response from OCC was awaited on this. The steps have also deteriorated and the style is wobbly – CC Hibbert-Biles will contact her colleagues at OCC emphasising the importance of the repair work.
- **TTRO** – Temporary Road Closure, Lidstone – the road to Lidstone will be closed the first week in September for repairs. Noted.

**Other:-**

- ❖ *Church Enstone, fallen oak tree* – this was discussed at the beginning of the meeting.
- ❖ *Gagingwell, Visual Display Unit* – Following May's meeting, CC Hibbert-Biles had discussed the possibility of having a two way Vehicle Activated Sign (VAS) at the western end of Gagingwell and Mr James Wright had confirmed that the price of this would be circa £4k. Cllr. Hibbert-Biles offered to help fund this should the Parish Council proceed. The Parish Council confirmed to go ahead with the installation of the one VAS at the Eastern end of Gagingwell village and the clerk will contact OCC regarding this. It was agreed that the clerk will write to Mr. Martin Cummings at Renault with regards to the possibility of funding a VAS at the Western end of the village.
- ❖ *OALC – May's update and training* – The clerk had circulated May's update and also training events. Cllr. Ward expressed a wish to attend either the Roles & Responsibilities or Councillor Fundamentals training event. The clerk will contact OALC.
- ❖ *OALC – Neighbourhood Training* – Cllr. Ward had attended this zoom training event and will produce a report for the next meeting. Cllr. Ward was thanked for attending this.
- ❖ *OALC – Annual Report & Accounts* – these had been circulated to all members.
- ❖ *OALC – home-working allowance for clerk* – the clerk's working allowance had been increased to £26.00 per month.
- ❖ *Website – Accessibility Regulations* – the clerk had circulated information regarding the updating of the website. After discussion, it was agreed that Cllr. Knott will speak to Rachel Hunt asking for her advice and opinion on the current website and the best way to proceed. It is proposed that the Parish Council and PHMC have its own website and that the current website is provided for local charities and organisations.
- ❖ *NALC – Risk Assessment Guide* – this had been circulated to all members in relation to the Coronavirus pandemic.
- ❖ *Tree felling due to Ash Dieback Disease* – Ditchley Estate – Ditchley Estate had informed the Parish Council the tree felling would commence in June and the clerk had circulated this information into the Ensign magazine.

59. **Planning Applications:-**

- **Stoney Bridge House, Bicester Road, Enstone – 20/01373/HHD** – Erection of timber-framed conservatory. *No objection*
- **Stable Cottage, Church Enstone, Chipping Norton – 20/01277/HHD** – Insertion of 2. No rooflights on rear elevation. *No objection*
- **Glyme Bank, Lidstone, 20/01278/FUL** – Erection of dwelling and garages ancillary to Glyme Bank. *No objection but the Parish Council has requested a site visit by the Planning Officers.*

Decisions Received:-

- **Church Cottage, Church Enstone, 20/00930/HHD** – Erection of pergola and creation of pond. *Approved*
- **Marshalls Barn, Church Enstone** – Repair and alteration of walls and rebuilding of roof to existing outbuilding to form ancillary dwelling. *Approved*
- **Cotswolds Hotel & Spa, Southcombe, Chipping Norton, 19/03504/OUT** – Erection of up to 73 holiday homes and associated infrastructural in connection with existing facilities - *Refused*

60. **Finance:-**

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

• Mrs Beth Sinclair	£696.71
• NEST Pension Scheme (er)	£18.86
• NEST Pension Scheme (ee)	£25.15
• Complete Weed Control	£270.00
• SLCC Subscription	£126.00
• Zoom	£14.39
• Thomas Fox	£876.00

*RECEIVED:-*

• Enstone Parochial Church Council	£250.00
------------------------------------	---------

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

- Thursday 30<sup>th</sup> July 7.15 pm
- Thursday 27<sup>th</sup> August 7.15 pm

There being no further business the Zoom meeting ended at 9.00 pm. The clerk will circulate the invitation for the next Zoom meeting. It was agreed that the Parish Council will pay the cost of a monthly subscription of £14.39 to Zoom so there is no time limit to future meetings.