

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on  
Thursday 27<sup>th</sup> April 2017 at 7.15 pm

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

Cllr. Knott welcomed everyone to the meeting. The Council remained silent for a few minutes to reflect on the work of Mr. David Parris, the previous Chair of the Parish Council, who was seriously ill.

34. **DECLARATIONS OF INTEREST:-**

- There were no declarations of interest.

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

- The minutes of the Parish Council meeting held on 30<sup>th</sup> March 2017, having been previously circulated were taken as read, agreed and signed.

36. **PARISH HALL MATTERS:-**

- As Cllr. Lee needed to leave the meeting at 8.00 pm, this item was discussed first as he is the current Vice Chair of the Parish Hall Management Committee (PHMC).
- There were two issues to discuss, Wurzel (broadband) and the Heating System – with Mr. Parris too ill to attend, Cllr. Lee spoke on behalf of the PHMC.

I. ***Wurzel – Broadband***

Following the last meeting, Cllr. Butler had met with Wurzel and circulated a report concerning the possibility of having the antenna installed at the Parish Hall. Cllr. Lee explained that this was discussed at the last PHMC meeting and that in principle there was no objection. Cllr. Butler confirmed that a planning application to install the antenna was not required. Having superfast broadband at the hall would fulfil the needs of the whole community and broadband would be provided free of charge to the Parish Hall. Sixteen residents in Church Enstone were interested in paying for Wurzel to install broadband at their homes. Cllr. Butler would take personal responsibility to ensure that the installation was neat and tidy.

Cllr. Butler explained that if Wurzel goes ahead with this, Church Enstone would come off the priority list from West Oxfordshire District Council – Cllr. Butler would put a report into the Ensign concerning this as it is important that residents are aware of this stipulation.

*The Parish Council voted in favour of Cllr. Knott signing the Communication Equipment Mounting Licence on the basis that the Parish Council and residents were all informed of the possible risks.* Cllr. Butler would detail these in the Ensign magazine.

II. ***Heating System***

An independent report was still awaited – this would be sent to Cllr. Butler who would forward it onto the Parish Council and PHMC.

III. ***Booking System at The Parish Hall***

These would now be undertaken by Mr. Tom Rosewarne – His details would be put into the Ensign magazine and onto the website.

IV. There was confusion with regards to a booking request for a BT engineer to attend the Parish Hall – Cllr. Butler would contact Mr. Rosewarne concerning this and the clerk would forward the correspondence to Cllr. A. Lee.

V. **Payments for the Ground Source Heat Pumps**

The first payment had been received and Cllr. Lee would check that this had been paid to the PHMC. The clerk confirmed that she received the requests from Ofgem for the meter readings to be undertaken and would forward these to Cllr. Lee. Mr. Parris was too ill to take the readings so Cllr. Lee would take responsibility and forward the information onto Ofgem. The clerk queried whether someone else could help on the PHMC with these readings when Cllr. Lee was absent. Cllr. Lee agreed to look into this.

37. **MATTERS ARISING:**

- **Japanese Knotweed** – A useful site visit at the road to the Quarry and the Enstone Airfield with Cllr. Butler and Mr. Paul Wilson from Oxfordshire County Council had taken place on 5<sup>th</sup> April. A report from Mr. Wilson was awaited.
- **Heythrop Park/ISSEE** – A site visit was awaited.
- **Planning Application, Land South of Oxford Road** – The Parish Council had contacted Thames Water regarding the repeated overflowing at the pumping station. Thames Water had responded that it was due to technical reasons and not as a result of excess rainfall. Cllr. Ivings to let the clerk know how many times Thames Water had been called out during the past few weeks in order to formulate a response. The application was to be discussed at Uplands Committee on Monday 5<sup>th</sup> June – the clerk to put this into the Ensign magazine and Cllr. Butler agreed to attend on behalf of the Parish Council.
- **Site Visit Shooting School** – This had been arranged on Sunday 14<sup>th</sup> May.
- **Stopping Order, Green Lane** – Cllr. Knott agreed to obtain an update on this.
- **Litter Picking Weekend** – Cllr. Shaw was thanked for organising the recent litter picking morning at which eight volunteers helped – 11 to 12 sacks of litter were collected that morning. The clerk would put a thank you into the Ensign magazine regarding this.

38. **PUBLIC DISCUSSION:-**

- Cllr. Knott reported that she had received thanks from several residents regarding the installation of the dog bin at Fulwell. This was currently being emptied twice a week.

39. **COUNTY COUNCILLOR'S REPORT**

- No report had been received.

40. **DISTRICT COUNCILLOR'S REPORT**

- No report had been received

41. **CORRESPONDENCE:-**

*West Oxfordshire District Council:-*

- *Notice of Poll for the Chipping Norton Electoral Division – Thursday 4<sup>th</sup> May.* This had been displayed onto the noticeboards. Noted
- *Parliamentary Election – Thursday 8<sup>th</sup> June.* The information with dates had been circulated to all members and the clerk to include these in the Ensign magazine.

*Oxfordshire County Council:-*

- **None**

*Other:-*

- **Sports Club Trees** – Emails had been received from two residents requesting consent from the Sports Club for its agreement for these residents to pay for the cutting back of two trees at the end of their gardens, following the results of the recent Tree Survey. The Parish Council also voted in favour of this – the clerk to contact the residents concerned, the Sports Club and Nicholsons’ Nurseries who will be undertaking the work.
- **Traffic Calming Measures, Church Enstone.** Work was due to commence the week commencing Monday 22<sup>nd</sup> May. The clerk to put this into the Ensign magazine.
- **Prosecution Results.** Several lorry drivers had been prosecuted as a result of residents helping with a survey last year of vehicles over the weight limit driving through Church Enstone. These results had been published in the Oxford Mail. Cllr. Butler was thanked for his work regarding this and he explained that there seemed to be a reduction in the number of lorries travelling through Church Enstone as a result of this. The clerk to include this in the Ensign magazine and to thank residents for their help with the survey.
- **Community Speedwatch Campaign.** Cllr. Butler had met with PCSO Chris Jones who demonstrated how to use the speed gun and the instructions for undertaking speed traffic surveys. Cllr. Butler would put an article into the Ensign magazine regarding this, asking for residents to volunteer to help with this campaign. Three people were required to undertake the survey at any one time. Cllrs. Parker, Lee, Knott, Glendinning and Shaw all wished to take part with the surveys. Locations would include Coxs Lane, Lidstone Road and the A44 at The Paddocks. PCSO Chris Jones would help with the initial survey.
- **National Park Status for the Cotswolds.** An email had been received from Cllr. Dr. Tony Merry (Cotswolds Conservation Board) asking for the Parish Council’s views regarding National Parks and Areas of Outstanding Natural Beauty (AONB) and its thoughts on The Cotswolds becoming a National Park rather than an AONB. The Council agreed that the Cotswolds should remain an AONB. The clerk to feedback this information.
- **New Thames Valley Police & Crime Plan 2017-2021.** This had been circulated to all members. The new plan consists of five broad strategic priorities to include:- *Vulnerability, Prevention and Early Intervention, Reducing Re-offending, Serious Organised Crime & Terrorism and Police Ethics & Reform.* Noted
- **OALC, March Update.** This had been circulated to all members. Noted
- **Came & Company Newsletter.** This had been circulated to all members. Noted.
- **Community First Spring Newsletter.** This had been circulated to all members. Noted

42. **Planning Applications:-**

- **Heythrop Park Hotel, 17/00780/FUL.** Erection of temporary marquee structure for a period of five years. The majority vote was of no objection but concern was raised regarding the increase in volume of traffic that this will create. Noise and light pollution was also a concern and the clerk would inform WODC Planning Department regarding this.

Decisions Received:-

- **Woodstock Barn, Gagingwell, 17/00327/HHD.** Rear single storey extension. *Approved*
- **Church Enstone Hall, Little Tew Road, 17/00514/FUL.** Enlarged bin store (retrospective). *Approved*

43. **FINANCE:-**

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

**Santander:-**

- Mrs Beth Sinclair £569.69
- M & D Gardening Services £700.00
- Enstone Parish Hall, rent £67.50

**Barclays:-**

- It was agreed to pay for the second payment for the stone walling and the exact amount would be confirmed at May's meeting.

b) ***Payments Received (Parish Council Account):-***

- WODC, 1<sup>st</sup> precept £12,835.00
- PHMC £100.00 (towards grass cutting budget)
- Enstone Parochial Church Council £250.00 (towards grass cutting budget)
- Bank Interest to 31.3.2017 £26.16

- c) Statement of Affairs 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017 – These were audited and signed by Cllrs. Lee and Butler. The accounts and bank reconciliation had been circulated to all members prior to the meeting.

There being no further business the meeting ended at 8.30 pm

44. **Dates of Next Meetings –**

- Thursday 18<sup>th</sup> May 2017 7.15 pm – Annual Parish Meeting
- Thursday 25<sup>th</sup> May 2017 7.15 pm – Annual Council Meeting & Parish Council Meeting
- Monday 26<sup>th</sup> June 2017 7.15 pm – Parish Council Meeting