

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on  
Thursday 28<sup>th</sup> February 2019 at 7.15 pm

PRESENT: Parish Councillors N. Knott (Chair), P. Butler, C. Glendinning, P. Shaw,  
P. Johnson, R. Parker and County Cllr. Hilary Hibbert-Biles  
APOLOGIES: Cllrs. Robottom, A. Lee and M. Ivings  
IN ATTENDANCE: Mrs Beth Sinclair – Parish Clerk

Cllr. Knott welcomed everyone to the meeting.

144. **DECLARATIONS OF INTEREST:-**

- There were no declarations of interest to be declared.

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

- The minutes of the Parish Council Meeting held on Thursday 24<sup>th</sup> January, having been previously circulated were taken as read, agreed and signed.

146. **MATTERS ARISING:-**

- **Breach of planning at Enstone Airfield** – WODC is awaiting the Lawful Development Certificate - ongoing
- **ABN Health & Safety Report** – Cllr. Shaw will contact ABN as and when it is necessary. This item would now be taken off the agenda.
- **Noticeboards** – Repair to the right hand side of the noticeboard is still required. The clerk would contact Cllr. Gilbert
- **New entrance at site of old quarry** – DC Andrew Beaney investigating this further.
- **GDPR** – Cllr. Robottom is too busy to continue with the GDPR work and Cllr. Knott therefore asked Mrs. Rachel Hunt whether she could help with the privacy notice and linking this to be wording at the end of emails. This was agreed and Mrs. Hunt was thanked for her help with this. The clerk had sent all the relevant information to her.
- **ABN lorries** – A response had been received regarding the recent incidents of lorries driving centrally along the B4022. Cllr. Butler raised with County Cllr. Hilary Hibbert-Biles the issue that the overgrown vegetation had still not been cut down along the B4022 by the bridge and she agreed to chase this up.
- **Visit to Renault** – Cllr. Glendinning reported that this had been a really enjoyable and informative visit – Cllr. Butler had thanked Mr. Martin Cummings and Mr. Richard White, Chief Operations Director, who had organised the visit. Mrs. Hunt has put information with photographs onto the parish website. It was envisaged that members of the public would also be invited in the future. Noted.

147. **PUBLIC DISCUSSION**

- *Collapsed bridge at Church Enstone* – the clerk had emailed Highways and CC Hibbert-Biles photos of the collapsed parts of the bridge and reiterated the urgency of its repair. Noted
- *White Lines along Coxs Lane* – Cllr. Knott reported that the white lines had now been reinstated following the works at Enstone House.
- *Memorial Tree* – Cllr. Knott reported that this has now been planted on the village green. Noted.

- *Builders' mess along B4022* – Cllr. Knott reported that the builders were making a mess along the verges where the new houses are being built along the B4022. The clerk would contact the builders concerning this.
- *Erection of agricultural barn A44* – Cllr. Knott had circulated pictures of a large agricultural barn that had been erected near Southcombe along the A44. She has emailed DC Andrew Beaney concerning this as no planning application had been received.
- *Notice on fence along A44* – Cllr. Glendinning reported that a longstanding notice on a fence along the A44 had not been taken down and she would contact the owners concerning this. Noted.
- *Bunds at Shooting School* – Cllr. Shaw had received concerns from residents at Gagingwell concerning the bunds in that construction had currently ceased due to a glitch with the legal paperwork. An update from David Einig was required. The legal paperwork between OCC and the Environment Protection Agency is incorrect – CC Hibbert-Biles is attending the next CC's planning meeting and will request an urgent update. There was now a huge accumulation of material at the site.
- *Kerb sets along A44* – Cllr. Glendinning asked for an update from CC Hibbert-Biles concerning the bad repairs of the kerb sets. CC Hibbert-Biles confirmed that she has asked OCC to refill these.
- *Tew Cross roads* – Cllr. Shaw reported that the resurfacing work along the B4030 had taken place and the road surface was now much improved.
- *Munkjac A44* – Cllr. Knott and the clerk had received much correspondence concerning a dead munkjac and how it could be disposed of. It is near to the Enstone bus stop by the Artyard café. The strip of land seems to be neither public or private land and further investigation is taking place with regards to this.

#### 148. COUNTY COUNCILLOR'S REPORT

- County Cllr. Hilary Hibbert-Biles reported that the council tax increase for 2019/2020 is 2.99 per cent. Children's social care budgets will have doubled by 2023. There will be a £1bn boost over the next decade for the county's highways, school buildings and other infrastructure. Youth groups will be invited to bid in to a £1m fund over two years.
- Highway improvements, new school buildings and energy-efficient streetlighting will be possible thanks to a £1 billion investment over the next ten years. Transport schemes across Oxfordshire – including Banbury, Oxford, Eynsham, Benson, Wantage, Didcot, Thame and Bicester - are set for funding approval so the county council can improve journeys for drivers, pedestrians, cyclists and public transport users.
- Cllr. Knott explained that she had emailed the Leader of the County Council, Ian Hudspeth, regarding her disappointment to the response from OCC regarding the Parish Council's request for S106 monies to improve traffic safety, should the Mullin Project be approved. However, CC Hilary Hibbert-Biles has offered to fund 20 mph road safety signs along the A44 outside Enstone Primary School and this offer was gladly accepted. CC Hilary Hibbert-Biles will confirm whether or not this is possible. She explained that she had funded several of these 20 mph signs for the Chipping Norton Schools.

#### 149. DISTRICT COUNCILLOR'S REPORT

- No report had been received.

#### 150. PARISH HALL MATTERS:-

- One Planet Consultants Ltd. has gone into liquidation. Cllr. Johnson explained that the invoice was still awaited in order to claim the grant monies. Noted.

#### 151. **CORRESPONDENCE:-**

##### *West Oxfordshire District Council:-*

- *Enstone Parish Council Election – Thursday 2<sup>nd</sup> May 2019* – the clerk had attended a workshop at WODC regarding the upcoming elections. The clerk distributed the schedule of dates at the meeting and would put an article in Ensign. All ten seats will be up for election.
- *Rate relief for retail businesses* – WODC’s Cabinet has supported a Government scheme which will cut retailers’ rates by a third provided they have a rateable value of £51,000.00 or less. It is estimated that 353 businesses in the District will benefit from the discount. Noted
- *Landlords’ Forum* - Private landlords are being invited to have their say as part of a new forum being set up by WODC. The aim of the event is for the council to provide support and advice. Items on the agenda will include changes in legislation and advice on topics such as Universal Credit. Presentations will also be made by organisations such as the Landlord’s Association and the Citizens Advice Bureau. Noted
- *Chipping Norton Development Plans Consultation* – Cllr. Knott attended a consultation regarding the East Chipping Norton Strategic Development Area where the Local Plan has allocated land for strategic development, to include building around 1,200 homes, a new primary school along with associated facilities and five hectares of business land. Cllr. Knott raised concern regarding the expected increase in traffic along the Lidstone Road. The Parish Council agreed that there could be a 50 per cent increase in traffic driving through Enstone which reiterated the continued debate regarding traffic safety through Enstone. The impact of traffic along the A44 will be considerable - it was agreed that Cllr. Butler would contact Mr. Anthony Kirkwood at Oxfordshire County Council to ask for a survey to be carried out for five days using strips across the road to assess the speed of traffic through Enstone.
- *“Ask for Angela”* - Fifteen local pubs and eateries in Witney have signed up to a national safety scheme designed to reduce sexual violence and vulnerability. ‘Ask for Angela’ is a phrase that can be used at the participating premises by anyone feeling unsafe or threatened whilst on a date, and it lets someone know that they would like help. The phrase would be recognised by staff and they would take action by helping that person to leave the venue discreetly and get home, or be taken to a place of safety. Noted
- *Oxfordshire Plan 2050 Roadshow* – Various events are being held across the district regarding the plan which is part of the £215m Housing & Growth Deal. It will set out aspirations for the county’s future and consider how best to deliver new homes and infrastructure as well as other improvements to achieve a better quality of life for all. Noted
- *Safe Places scheme expands across West Oxfordshire* - Over 40 establishments across West Oxfordshire are now signed up to Safe Places, a national support network offered by businesses for anyone feeling lost, worried or threatened when they are out. Safe Places has already launched in Witney, Carterton, Burford, Bampton, Woodstock and Eynsham, and is currently being rolled out in Chipping Norton at both pharmacies. Noted.
- *Work nearing completion on emergency homeless accommodation* - The refurbishment of a large house, designed to provide emergency accommodation for people threatened with homelessness, is nearing completion. The property in Horsefair, Chipping Norton is being converted into a five bedroom hostel with shared facilities and has a self-contained basement flat while the garden area is also being given a major clean-up. Noted.

- *Proposed Planning Training for Parishes* – With the recent adoption of the Local Plan, WODC is offering planning training to all Parish & Town Councils. Two members from each Council will be invited and a date is awaited. Noted.
- *Register of Electors 2019* – The clerk had received a letter asking whether or not the Parish Council wished to receive a copy of the full Register of Electors. With the introduction of the new GDPR regulations in May 2018, it was agreed that this was now not necessary, as all the information was held at WODC. Noted.

**Oxfordshire County Council:-**

- *Traffic Calming* – The report from Mr. James Wright is awaited.
- *Notice of landowner deposit: Land at Manor Farm, Westcote Barton* – Information had been received regarding an application to lodge a declaration under section 31(6) Highways Act 1980 in relation to this land in Middle Barton. Noted.
- *Oxfordshire County Council/Town & Parish Council Survey* – A questionnaire regarding highways work was completed in relation to the work carried out by the parish council.
- *A review of Oxfordshire County Council's Town & Parish Liaison Events* – Following the recent roadshows (the one scheduled for Chipping Norton had been cancelled), the County Council sent a briefing summarising the events as Parish & Town Councils had felt that the County Council was too remote. The roadshows were aimed at introducing senior leaders and explaining roles within the County Council. Noted.

**Other:-**

- *Volunteer Link-up* – The annual report had been received and a request for a donation to this worthy organisation. It was agreed to donate £50.00 and the clerk would arrange this via internet banking.
- *OALC, January update* – The update was circulated to all members prior to the meeting.
- *Litter Bins* – A resident has offered to donate two litter bins, made from recycled plastic, to the Parish Council. The clerk would contact WODC concerning this to ensure that it would empty these bins and would meet the legal requirements.
- *Little Picking Campaign* – ABN is willing to help with the litter picking campaign – the date of Saturday 6<sup>th</sup> April has been organised and this would be reported in the Ensign magazine. Cllr. Glendinning agreed to collect the equipment from WODC. The clerk would also contact ABN concerning this, as well as the brownies and guides.
- *Grass Cutting Contract 2019/2020* – Three quotes had been received and it was agreed to award the contract to WODC – this was proposed by Cllr. Butler and seconded by Cllr. Knott. It was felt that although WODC was more expensive, it was reliable and the clerk had a good working relationship with its department. Noted.
- *Annexe at Rose Cottage, Church Enstone* – The owner had contacted the Parish Council with an update regarding the annexe. The Council has no objections towards the possible change of use due to family illness.
- *Thames Water* – Thames Water had contacted the Parish Council apologising for the recent leakages at the pumping station. The Chair was arranging to meet with Thames Water to discuss the Council's concerns.
- *Local Government Association* – An invitation had been received to attend a meeting with members of Oxfordshire County Council regarding its perceptions of the county council in relation to community responsiveness, local services and 'place shaping'. The clerk would send the Council's apologies for this.
- *Mr. Steve Kempson* – Following the death of Mr. Kempson, who used to run the village shop, a resident had requested whether a collection could be taken and put towards a tree on the village green, in his memory. As the memorial tree had just been planted, it was agreed that there was no room for a further tree and the clerk would respond accordingly.

152. **Planning Applications:-**

- **Whiteways Technical Centre, Enstone, 19/00271/PNT** – Installation of a 10 metre (in overall height) slim line “streetcall” column painted green with 1 No panel antenna and 1 no dish of 300 mm in diameter for link transmission at a height of 8.2 metres to the centre line. 1 No red aircraft warning light, together with an integram equipment cabin contained within the pole base housing electronic equipment. The development will include ancillary apparatus and be enclosed by wooden post and rail fence. *No objection*
- **5 Cleveley Road, Enstone, 19/00327/HHD** – Demolition of existing single storey building and erection of two storey side extension. *No objection*

**Decisions Received:-**

- **Marshalls Barn, Church Enstone, 18/02556/FUL** – Repair and alteration of walls to form new dwelling – *application withdrawn*

153. **Finance:-**

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

• Mrs Beth Sinclair	£605.80
• NEST Pension Scheme (er)	£11.63
• NEST Pension Scheme (ee)	£13.95
• OALC, annual subscription	£242.82
• Oxon County Council	£2,600.00
• Community First Oxfordshire	£55.00
• Mrs Rachel Hunt, webmaster honorarium	£200.00
• Volunteer Link-Up, donation	£50.00

b) *Statement of Affairs to 31<sup>st</sup> December 2018* – with the absence of Cllr. A. Lee it was agreed to postpone this to the next meeting.

c) *Internet Banking* – The clerk reported that the internet banking is finally working – the Chair and Clerk had processed the invoices in preparation of the meeting.

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

- Thursday 28<sup>th</sup> March 7.15 pm
- Thursday 25<sup>th</sup> April at 7.30 pm

There being no further business the meeting ended at 8.45 pm.