

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on
Monday 12th November 2018 at 7.15 pm

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

APOLOGIES Cllr. M. Ivings

IN ATTENDANCE Mrs. B. Sinclair (clerk) and Mrs. Rachel Hunt, Website Webmaster

The Chair welcomed everyone to the meeting.

1. Apologies for Absence had been received by Cllr. M. Ivings who was poorly.
2. Declarations of Interest – None
3. **Public Discussion:-**
 - *Sewerage overflow* – The Chair reported that, once more, sewerage was overflowing from the pumping station at Church Enstone into the field. It was agreed that the clerk contact Thames Water to ask for an urgent assessment. A copy of this email would also be sent to the Environmental Health Department at West Oxfordshire District Council. Noted
 - *Saplings from Oxfordshire County Council to commemorate Armistice Day* – Cllr. Parker was thanked for collecting the saplings. However, it was most disappointing that only two blackthorn saplings were available. Cllr. Knott had contacted County Cllr. Hilary Hibbert-Biles concerning this. It was agreed that blackthorn saplings were totally inappropriate and Cllr. Knott suggested that the Parish Council buys either a Maple Tree or Prunus, to be planted in the village green. The Council agreed to this and Cllr. Knott would obtain quotes.
 - *Renault Motorsport* – Cllr. Knott reported that there was a recent BBC documentary concerning Renault's six year plan – employment at Renault will be doubled and £40 million invested into the company. Cllr. Butler suggested that a site visit be arranged and this was agreed.
4. **GDPR Update – Cllr. D. Robottom**
 - The clerk had circulated an update following the training day, organised by OALC. After discussion the following was agreed:-
 - a) Cllr. Robottom will draw up a Privacy Policy and update the Policies regarding to Freedom of Information and Subject Access Requests.
 - b) The clerk will email all Parish Councillors asking what email they wish to have published on the website. It is recommended the Councillors use a generic email address.
 - c) A check list will be drawn up with ensuring that all electronic devices are password-protected, particularly mobile telephones.
 - d) With regards to Councillors' Registers of Interests which are stored with the Monitoring Officer at WODC, Rachel Hunt will investigate this further as to how to link this information onto the parish website.

- e) It is important for the Council to have a “policy” for Parish Councillors who leave the Council with regards to the information stored on their electronic devices.

5. **Planning Application:-**

- **Willowbrook, Radford, 18/02855/HHD** – *Demolition of existing outbuilding and erection of timber car port extension.* Although the Parish Council does not object to the planning application, it was agreed that the clerk would contact the Planning Department to record the Council’s concerns that the work has already been carried out so this is a retrospective planning application and that the development is not being built in accordance with the original plans. The maps sent by WODC are also inaccurate. The Parish Council advises that the Planning Department carried out a site visit before a decision is made.
- The Chair explained that a Freedom of Information Request had been sent by someone to the planning department with regards to Willowbrook.

6. **Budget Setting for 2019/2020**

- The clerk had circulated a draft budget to all members prior to the meeting. This demonstrated a precept calculation of £24,673.00, a decrease of £566.00 from the previous year. After discussion the following was agreed:-
- An invoice from David Einig for circa £7,000.00 was still awaited although the clerk had chased this up several times – this was for works installing the chicane at Church Enstone. The clerk would contact the Accounts Department to ask for the invoice.
- Unexpected donations totalling £3,300.00 had been received - £1,000.00 towards traffic calming (an anonymous donation) and £2,300.00 from County Cllr. Hibbert-Biles for a dual message sign for Gagingwell.
- Should the invoice for the chicane not be received, it was queried whether the parish loan could be paid off using these monies that were in reserve. The clerk would contact WODC concerning this.
- It was agreed to increase the clerk’s office expenses from £200.00 to £250.00 (a yearly expense to cover heating and lighting etc. This had not been increased for eight years).
- The following capital projects were considered:-
 - i. Resurfacing the school car park – It was agreed that this would not be appropriate use of precept monies.
 - ii. Making the entrance to the village shop a one way system – It was agreed this would be difficult for large vehicles.
 - iii. Repairing the footpath by the planks – This was a matter for the owner and not a Parish Council matter.
 - iv. It was agreed to fund £5,000.00 towards traffic management at Gagingwell.
- The draft budget was proposed by Cllr. Parker and seconded by Cllr. Shaw. It would be discussed further at the next Parish Council meeting, to be held on 29th November.

7. There being no further business, the meeting finished at 8.30 pm and the Chair thanked everyone for attending.

8. Date of next meeting – Thursday 29th November at 7.15 pm