

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on Thursday 24TH May 2018 following the Annual Council Meeting

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

APOLOGIES: Cllr. P. Shaw

IN ATTENDANCE: Mrs Beth Sinclair – Parish Clerk, Mrs Lynn Jenkins, Chair – Enstone Playing Fields Association (EPFA), Mrs. Sarah Jamieson, Committee Member EPFA.

Cllr. Knott welcomed everyone to the meeting.

45. **DECLARATIONS OF INTEREST:-**

- There were no declarations of interest declared.

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

- The minutes of the Parish Council Meeting held on Thursday 26th April 2018, having been previously circulated were taken as read, agreed and signed.

47. **MATTERS ARISING:**

- **Painting of second bus shelter** – Ongoing
- **Dangerous parking & reinstatement of white lines** – Ongoing
- **Overgrown footpath at Cleveley** – Ongoing
- **Split bollard outside school** – This was due for repair.
- **Soho Farmhouse** – Extensive work was being carried out at Soho with as many as 20 trucks delivering earth daily. District Cllr. Andrew Beaney would investigate this further. Ongoing
- **Breach of planning at Enstone Airfield** – A site visit by WODC was to take place in June.
- **Emergency Plan** – This had been updated and circulated to all members. The clerk would arrange for the plan to be put onto the website and Cllr. P. Johnson agreed to display a paper copy at the Parish Hall.
- **Incorrect signpost for Little Tew** – Ongoing
- **Dog Fouling** – It was agreed not to take this any further

48. **PUBLIC DISCUSSION**

- *Overgrown foliage* - The clerk reported that a resident had contacted her regarding overgrown foliage which was obstructing vision on the junction of Quarry Place/Tew Road. The clerk had contacted the Housing Association regarding this.

- *Wild Boar* – An invitation to visit the wild boar had been circulated. The date suggested was not possible so further dates were awaited. Ongoing.
- *Countryfile – Blenheim Palace – August 2018* – An invitation had been received regarding a meeting to discuss traffic plans during Countryfile. It was agreed that last year’s event had been well organised and there was no need to attend this meeting. Noted.
- *Lorries using Lidstone Road* – Cllr. Knott reported that HGV lorries were using the Lidstone Road, travelling from Sarsden Quarry to Soho Farmhouse. The clerk would contact Oxfordshire County Council for a copy of the Traffic Management Plan.

49. **COUNTY COUNCILLOR’S REPORT**

- None

10.

50. **DISTRICT COUNCILLOR’S REPORT**

- None

51. **PARISH HALL MATTERS:-**

- *Community Facilities Grant – WODC* – Cllr. Lee reported that the request for a grant towards funding two additional bore holes had been received at WODC and that a decision was awaited.
- *Installation of two bore holes* – A site meeting was being arranged to understand the implications of the work involved. All users of the hall would need to be informed regarding the potential disruption – this would be discussed at the next meeting of the Parish Hall Management Committee – the new committee was working well together.
- *Ofgem – Site Audit of RHI Installations against the requirements of Renewable Heat Incentive Regulations 2011* – The written report following the site visit was still awaited. The annual service had been arranged.
- *Coxs Lane* – Rebuild of wall. Cllr. Knott confirmed that this would take place during the second week of June.

11.

52. **CORRESPONDENCE:-**

West Oxfordshire District Council:-

- *Town & Parish Elections – 2nd May 2019* – The relevant paperwork had been circulated to all members. Noted.
- *New Cabinet members appointed* – Following the local elections, information regarding the new Cabinet members had been circulated. Noted.

Oxfordshire County Council:-

- *Invitation from Peter Clark, Chief Executive at Oxfordshire County Council* – An invitation had been circulated, to meet members of the Cabinet at Glyme Hall, Chipping Norton, on Tuesday 30th October 2018. Noted.
- *Road Safety, Enstone* – Two parents attended the meeting, concerned about the increase in speeding along the A44 and how difficult it was to cross the road to reach Enstone School. This was becoming hazardous particularly when having to escort a

toddler and a baby in a pushchair. Mr. Anthony Kirkwood from OCC was due to attend the meeting but did not.

The parents explained the following concerns:-

- There had been two accidents near to Worths Garage in recent weeks.
- There was no pedestrian crossing along the A44
- Visibility was poor
- Many vehicles were speeding
- There is insufficient parking at Enstone School
- One parent was so anxious about the school run that she was seeking alternative schools.

Cllr. Butler explained that a site visit had been undertaken with Highways, OCC, regarding this. After discussion, it was agreed that the best solution would be:-

- ❖ A roundabout at Worths Garage with a pedestrian crossing along the A44 between Crossways and The Paddocks. Should the Mullin Planning Application be approved, S106 monies could be used towards this. The cost would be more than £1 million.
- ❖ The County Council would need evidence that this was required and Cllr. Butler suggested that residents help with recording the volume of traffic using the A44 – the clerk would ask for volunteers in the Ensign magazine.
- ❖ Cllr. Butler would also arrange for a speed survey to be undertaken during school drop off hours in June – the two parents agreed to ask parents to help with this.
- ❖ Traffic calming along The Lidstone Road was required such as extra double yellow lines at the junction of Coxs Lane/Lidstone Road – This would be discussed with Mr. Kirkwood.

It was agreed that Cllr. Butler would contact Mr. Anthony Kirkwood, requesting him to attend June's meeting to discuss this further.

Other:-

- **Bunds** – Mr. David Einig did not attend to discuss the concerns regarding the building of the bunds. The clerk would contact him regarding this.
- **GDPR** – 25th May 2018 – The new legislation begins on 25th May. Cllr. Robottom had circulated an updated report regarding this, detailing the policies that required to be updated. Cllr. Robottom was thanked for his work regarding this.
- **OALC** – April's Briefing. This had been circulated to all members prior to the meeting. Noted.
- **Snow Plough** – It was agreed that the clerk would contact Highways to enquire whether Oxfordshire County Council could fund the public liability insurance on behalf of the Parish Council.

53. **Planning Applications:-**

- **The Knoll, Oxford Road, Enstone, 18/01125/FUL** – Proposed dwelling with double garage and studio above – *No objection*

- **Upper Mill House, Cleveley, 18/01224/HHD** – Erection of single and first floor extensions with provision of a balcony to serve both new and existing bedrooms – *No objection*
- **Westbury Farm, Little Tew Road, Church Enstone, 18/01240/FUL** - New access from the highway into an agricultural field with a gateway comprising 6.706 m in size (part retrospective). *Objection – the driveway should not be tarmacked and the location map on the planning application is incorrect*
- **Appeal Decision – The Planning Inspectorate appointed by the Secretary of State:-**
- **Land South of Oxford Road, Enstone, APP/D3125/W/17/3182718** – Outline planning application for up to 29 dwellings and a new access off Oxford Road – *Planning Application approved.*

Mrs. Lynn Jenkins, Chair of Enstone Playing Fields Association (EPFA) had been invited to the meeting, to discuss the S106 monies that will be available for recreational facilities, following approval of the above planning application. Mrs. Jenkins explained that there was a serious lack of volunteers although interest had been expressed by a new wave of people. More volunteers would be needed to help with the upgrading of the Playing Field. A member of Oxfordshire Playing Fields Association was able to advise on park-related designs and what grants are available. It would be a long term project, installing equipment for all ages – a MUG area would be ideal. The EPFA has Fields in Trust status. After discussion, it was agreed that a Phased Business Plan was required. The clerk would contact WODC to ascertain what monies would be available for recreational facilities.

Cllr. Knott raised concern regarding the increase in teenagers drinking alcohol in the hedgerows alongside the Playing Fields and it was agreed that the clerk would contact PCSO Chris Jones regarding this.

Cllr. Lee reported that the top level of gravel at the school car park was creating excess dust during school drop off and the clerk would contact the school regarding this.

12. 54. Finance:-

13. a. *To agree the following accounts for payment:-*

14. *Santander Account (normal parish account):-*

• Mrs Beth Sinclair	£576.82
• NEST Pension Scheme	£11.11
• Shredder for GDPR	£39.99
• Howes & Co.	£300.00
19.	
20. <i>Received:-</i>	
• WODC, Precept	£12,619.50
• Anonymous donation towards snow plough	£1,000.00
• Bank Interest	£33.54

21.

22. b. *Howes & Co., Internal Audit Report:-*

- The clerk confirmed that the Internal Audit Report had been completed regarding the financial year 2017/2018 where no issues arose. The clerk was thanked for her hard work regarding this. Noted.

23.

24. c. *Annual Governance Statement 2017/2018 and Accounting Statements 2017/2018*

- The above statements were signed by the Chair and Responsible Financial Officer. Noted.

25.

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

- Thursday 28th June 7.15 pm
- Thursday 26th July 7.15 pm

There being no further business the meeting ended at 9.10 pm.