

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on  
Thursday 23<sup>rd</sup> November 2017 at 7.15 pm

PRESENT: Parish Councillors N. Knott (Chair), A. Lee, P. Shaw, T. Gilbert, M. Ivings, R. Parker, C. Glendinning, P. Johnson, D. Robottom and eight members of the public

APOLOGIES: Cllr. P. Butler and District Cllr. Andrew Beaney

IN ATTENDANCE: Mrs Beth Sinclair – Parish Clerk, Mr. Phillip (Phil) Shaw – Development Manager at West Oxfordshire District Council’s Planning Department and Cllr. Jeff Haine - Strategic Planner at West Oxfordshire District Council.

Cllr. Knott welcomed everyone to the meeting.

107. **DECLARATIONS OF INTEREST:-**

- There were no declarations of interest. It was confirmed that Cllr. Shaw and Glendinning did not need to declare an interest in Soho Farmhouse as, being members, there was no pecuniary interest to declare. Noted.

108. **MINUTES OF THE PREVIOUS MEETINGS:-**

- The minutes of the Parish Council Meeting held on Thursday 26<sup>th</sup> October and Monday 13<sup>th</sup> November, having been previously circulated were taken as read, agreed and signed.

**Mr. Phil Shaw and Cllr. Jeff Haine from WODC attended the meeting to discuss the following items:-**

**WILLOWBROOK, RADFORD, 16/00324/RES**

Seven residents from Radford attended the meeting to address their concerns regarding the planning application - *Erection of replacement dwelling and detached double garage, (appearance and landscaping)*. However, the re-roofing of the existing Willowbrook Cottage confirms that the developer will keep this building and transform the property into two dwellings, although the demolition of the old cottage was made a condition as part of the landscaping. The materials being used were not in keeping with the surrounding area. *Mr. Shaw confirmed that WODC would support an annexe and that he had visited the site four times within the last week and felt that the materials were now acceptable – The developer revised the coursing to remove the jumpers and made several test areas to check the suitability/weathering of the materials.*

Size of the building – the size of the build is considerably larger than that agreed in the plans and will be even larger with the annexe. It should be subservient to Radford House. *Mr. Shaw explained that if the property is bigger, it will not have planning permission and the build will have to start again – Mr. Shaw agreed to investigate this further.*

Water Management Plan – had this been accepted by WODC as there was concern that there was no overflow pipe situated at the top of the site? *Mr. Shaw confirmed that the*

*Management Plan had been agreed by the planning committee – The Developers would check that the work has been carried out correctly before signing off the work. The maintenance of this would be the responsibility of the landowner and civil powers could be undertaken should a problem occur.*

Mr. Shaw confirmed that he was monitoring the site in considerable detail and this would continue.

The residents feel very frustrated as they did not feel the original cottage needed to be knocked down and felt that WODC's control had been lost. Mr. Shaw explained that the Developer was also becoming very frustrated with the delays.

#### **VISION MOTORSPORT:-**

A resident had complained about an article that Mr. Jeremy Clarkson had written in the Sunday Times regarding his plans, some years ago, to film Top Gear and that the Parish Council reply outlining the errors. There was also concern that The Grand Tour was currently using the vision motorsport track without permission – Mr. Shaw had checked the planning application 12/1720 which had a condition stating that a calendar of events must be issued and this had not occurred. *Mr Shaw is investigating this further.* He also reported that the track at Vision Motorsport was now joined with a gravel track that was already established on the Great Tew Estate – *this was also being investigated.*

#### **PERSIMMON HOMES:-**

Cllr. Knott explained that still no response had been received from Persimmon Homes asking them to hand over the land to the Management Company. Mr. Shaw had also contacted four Directors, with no response. The boundary wall at The Paddocks has still not been handed over to the Management Company. It was queried whether Enstone Parish Council could take out a compulsory purchase order to take ownership of this land due to Health & Safety issues. However, this would take months. *It was agreed that the clerk would send a written letter to Persimmon Homes, addressed to the Company Secretary at Companies House.*

#### **THE MULLIN CONCEPT:-**

Several issues were raised including security, lighting and traffic management - these would be addressed once the outline planning application was received. A public meeting had been arranged for Friday 1<sup>st</sup> December at 7.00 pm.

*Mr. Shaw & Cllr. Haines were thanked for attending the meeting.*

#### **109. MATTERS ARISING:**

- **Painting of second bus shelter** – Cllr. Butler agreed to chase this up. Ongoing
- **Overgrown trees when exiting The Drive** – The clerk had chased this up
- **Bridleway between Cleveley & Radford** – The clerk had chased this up
- **Soho Farmhouse** – The Chair had contacted Mr. Ergatoudis and suggested that an invitation be sent to all local Parish Councils to visit Soho Farmhouse simultaneously and this was agreed. A date was awaited.
- **S106 monies** – the clerk had contacted Oxfordshire County Council who confirmed that no monies were currently allocated for Enstone Parish Council

- **Grass Cutting donations** – Responses were awaited from the Parish Hall Management Committee and Enstone Parochial Church Council

#### 110. **PUBLIC DISCUSSION**

- **Cotswold Warden – stile repair** – An email from Cotswold Voluntary Wardens had been received concerning the need to replace a dangerous broken stile on Path 21 within the parish. It is the landowner's responsibility to fund the repair of this. The clerk to contact the Warden to explain this. It is not the remit of the Parish Council to fund this type of work on private land. Noted.
- Cllr. Knott thanked Cllr. Parker for reporting the break in at The Quarry. The police had been informed and Ditchley Estate had installed a new padlock onto the gate.

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#### 111. **COUNTY COUNCILLOR'S REPORT**

- No report had been received.

#### 112. **DISTRICT COUNCILLOR'S REPORT**

No report had been received.

#### 4. 113. **PARISH HALL MATTERS:-**

- Cllr. Lee was awaiting further quotes in relation to the installation of two further bore holes.
- Cllr. Lee agreed to contact Knights Solicitors regarding the Declaration of Trust contract, following the recent training on Charity Law. This relates to the Parish Hall Management Committee's Trustees.
- It was agreed that the clerk would complete the application form for a grant towards the costs of the bore holes – the closing date for this is April 2018.
- The boundary wall that belongs to Persimmon Homes – it was agreed that the Parish Council would write to Persimmon Homes, addressed to Companies House, concerning the repair of the wall that would be undertaken and paid for by the Parish Council. The letter would be sent by registered post. Noted.

#### 114. **CORRESPONDENCE:-**

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

- *Council revives quashed Charlbury application* – Plans to build a care home, affordable and self-build housing in Charlbury have been relaunched. The original decision to approve it was quashed in July 2017 because case law changed between the time the application was approved and the point it was actually issued. Noted.
- *Successful start for housing system* – Hundreds of people in West Oxfordshire have been able to find a new home thanks to an online allocation system – Homeseeker Plus lists vacant houses across the District for rent online.
- *Ultrafast broadband heading for West Oxfordshire* – More than 4,600 homes and businesses in West Oxfordshire will be connected to ultrafast full fibre broadband by the end of 2019. The contract is between WODC and the Government's broadband agency BDUK which will invest £3.1 m between them and rural broadband specialist, Gigaclear, will add a further £5 million.

- *Partnership paves the way for more affordable homes* – WODC has joined forces with the Blenheim Estate who will offer affordable housing either for rent or shared ownership on its schemes in Long Hanborough and Woodstock East. Up to 300 affordable homes will be provided.
- *Oxfordshire Growth Board secures £215 million Government investment deal for the County* – Oxfordshire Councils and the Oxfordshire Local Enterprise Partnership have reached an outline Housing and Growth Agreement with Government. This will see an additional £215 million of investment over the next five years to build infrastructure, support the delivery of new homes and boost economic productivity across the county.
- *Council tackles homelessness with property purchase* – WODC is planning to buy a property in a bid to avoid people being made homeless. In the 2016/2017 financial year, £38,200 was spent on emergency accommodation.
- *Annual Parish & Town Council Meeting held on 22<sup>nd</sup> November* – Cllrs. Knott and Glendinning attended this and updated the Council. Savings were being made since the introduction of Publica and that the new bin collections were going well. WODC needs to make further savings of £1.9 million. Its current reserves total £10 million - £11 million.

*Oxfordshire County Council:-*

- *Minor Works' Budget* – Cllr. Glendinning had taken photos of the areas that needed maintenance, and these were forwarded to the County Council. Noted.
- *Site visit, B4022 with Mr. Anthony Kirkwood* – Cllr. Butler had met Mr. Kirkwood from Oxfordshire County Council with regards to the relocation of the 30 mph sign along the B4022. The Parish Council would be required to fund a speed survey to assess the proposals at a cost of £100.00 + VAT for each survey. Two surveys would be required which would also measure the volume of cars. Cllr. Ivings proposed this suggestion and Cllr. Glendinning seconded this – all members of the Council were in favour. Cllr. Butler would email Mr. Kirkwood.
- *Other:-*
- **Mullin Project** – The Council finalised the details regarding the public meeting that had been organised for Friday 1<sup>st</sup> December at 7.00 pm. Cllr. Knott would email Mr. Hedigan with details.
- **Speedwatch Campaign** – Ongoing
- **OALC October Update** – this included training events for 2018 – Cllrs. Robottom and Gilbert agreed to attend the training on Planning Applications, to be held on 21<sup>st</sup> November 2018 and the clerk would arrange this.
- **Thames Valley Police** – PCSO Chris Jones had reported 90 burglaries over the last five weeks within West Oxfordshire. The two targets were garden machinery and jewellery. The clerk would put this into the Ensign magazine.
- **Citizens Advice West Oxfordshire** – A thank you letter had been received for the £50.00 donation.
- **Television documentary** – Noted.
- **Public Inquiry for Ox-Cam Expressway & Growth Corridor** – An email from CPRE had been circulated relating to the proposed million houses to be built between Oxford and Cambridge. Noted.

- **Help us plan GP Services** – Several workshops had been arranged. Noted.
- **Community First Oxfordshire Newsletter** – This useful newsletter had been circulated to all members. Noted.
- **Meeting dates for 2018** – This would be discussed at December’s meeting.

115. **Planning Applications:-**

- **Rose Cottage, Church Enstone, 17/03358/FUL** - Conversion and extension of detached home office to create annexe – *No objection*
- **Old Monts, Church Enstone, 17/03460/HHD** - Alterations and erection of single and two storey rear extensions to dwelling and erection of first floor to garage – *No objection*
- **Glyme Bank, Lidstone, 17/03673/FUL** - Conversion of barn to dwelling – *No objection*
- **Bay Tree House, Cleveley Road, Enstone** – Mr. Chavda attended the meeting to discuss this planning application, which the Parish Council had objected to, at its last meeting on 13<sup>th</sup> November. Confusion arose as the minutes from this meeting came under the heading “Finance Meeting” and it was agreed that as two planning applications had also been discussed, this was misleading. The Chair advised Mr. Chavda to contact the Planning Department. Parish Council objected to the application in that the trees should stay, as agreed on the original application.

**Decisions Received:-**

- o **Soho Farmhouse, Great Tew, 16/03803/FUL** – Formation of production garden and erection of ten guest cottages, together with glasshouse and potting shed and erection of five garden rooms. Construction of hard surface to form part of existing internal operations/servicing route. *Approved subject to Legal Agreement*
- **Soho Farmhouse, Great Tew, 16/04138/FUL** – Erection of ten pods (40 guest bedrooms) in the form of a pig arc style building, associated plant building, new woodland and landscaping, to the north of Apple Pie Wood. *Approved subject to Legal Agreement*

116. **FINANCE:-**

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

**Santander:-**

- Mrs Beth Sinclair £583.99
- Information Commissioner £35.00

b) The Precept for 2018/2019 had been confirmed at £25,239.00, a total increase of £34.00 from the previous year. The Parish Council agreed to waive the rent received from the Sports Club for a year in recognition of its work in relation to tree maintenance following the Tree Survey that was carried out earlier in the year. The Parish Council would also be looking at traffic calming measures at the school along the Lidstone Road.

c) Pensions Regulator & Nest Pension Scheme – the clerk confirmed that she had nearly completed the enrolment tasks for these. Noted.

d) Electronic Banking – the clerk confirmed that Parish Council were now legally allowed to undertake electronic banking and it was agreed that she would contact Santander and Barclays regarding this.

117. **Dates of Next Meetings –**

- Monday 18<sup>th</sup> December 7.15 pm
- Thursday 25<sup>th</sup> January 2018 7.15 pm

There being no further business the meeting ended at 9.00 pm.