

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

A Meeting of the Council was held in Enstone Parish Hall on  
Thursday 25<sup>TH</sup> October 2018 at 7.15 pm

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

Cllr. Knott welcomed everyone to the meeting.

#### 100. **DECLARATIONS OF INTEREST:-**

- Cllr. Knott declared an interest in Item 5, Public Discussion, relating to C.E. Cambray & Son.

#### 101. **MINUTES OF THE PREVIOUS MEETING:-**

- The minutes of the Parish Council Meeting held on Thursday 27<sup>th</sup> September 2018, having been previously circulated were taken as read, agreed and signed.

#### 102. **MATTERS ARISING:**

- **Breach of planning at Enstone Airfield** – Ongoing
- **Snow Plough, insurance** – Ongoing – Due to the slow response from OCC, it was agreed that the clerk would contact Chipping Norton Town Council with regard to its insurance regarding a snow plough.
- **Noticeboard** – The noticeboards have now been repaired. Noted.
- **Parish Website** – This would be discussed in relation to GDPR issues at the meeting on 12<sup>th</sup> November and the webmaster, Rachel Hunt, would also be attending this meeting.
- **Litter Bins** – Ongoing, DC Andrew Beaney
- **ABN Health & Safety Report** – The clerk had chased this up. There was a delay producing this report, which would be chased up before November's meeting.

#### 103. **PUBLIC DISCUSSION**

- Cllr. Parker reported loud noise and music coming from the Tew Estate on the evening of Monday 22<sup>nd</sup> October at around 10.00 pm. This may have been part of the Grand Tour and the clerk would report this to the Planning Department at WODC. Noted
- Cllr. Butler reported that the road at Church Lane from outside The Crown Inn and heading down Mill Lane was in a bad state and in need of serious repair. Cllr. Butler would email this information to CC Hibbert-Biles. It was noted that the planning application at The Crown Cottage had been approved and so lorries would be using this lane in the near future as well.
- The clerk had circulated a planning application concerning Willowbrook at Radford that would be discussed at the next meeting. Cllr. Knott had forwarded the planning application to residents at Radford who exclaimed that the work had already been undertaken in July. The planning application would be discussed on 12<sup>th</sup> November.
- Cllr. Butler suggested to the Council that it nominates Mr. Kevin Cambray, who built the two stone walls along Coxs Lane, for the Rural Enterprise Award through the Countryside Alliance – this was agreed and the clerk would nominate Mr. Cambray on behalf of the Council.

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

- The new Chief Executive, Yvonne Rees, had now started at Oxfordshire County Council.
- The transformation programme, as advised by Price Waterhouse Cooper, will be used to transfer the County Council into the new digital age, which will cost circa £18 million.
- Ian Hudspeth has been promoted to Chairman of Community Health by the Local Government Association, based in London.

105. **DISTRICT COUNCILLOR'S REPORT**

- No report had been received

106. **PARISH HALL MATTERS:-**

- *Bore Holes* – Three further bore holes had now been drilled and will be connected to the pipes shortly.
- Some trees have been planted at the entrance to The Paddocks. Noted.

107. **CORRESPONDENCE:-**

*West Oxfordshire District Council:-*

- *Poorest residents could be exempt from council tax payments* - WODC is consulting with residents about amendments to its Council Tax Reduction Scheme, which if agreed, would completely exempt their poorest residents from council tax payments. The changes proposed include introducing a banded scheme which would see a simple flat rate percentage discount awarded, depending on a person's total weekly 'net' income and ignoring all child maintenance payments when calculating weekly income. Noted
- *Bringing empty homes back to use* - A letter has been sent to the owners of long-term empty properties in West Oxfordshire outlining the grants and low-cost loan schemes available to meet costs of bringing a property back into occupation. In West Oxfordshire, there are currently 317 residences identified as vacant and unused, 50 of which have been for over 2 years. It is estimated that such a property can cost the owner up to £10,000 per year in security, repairs, insurance, and council tax. Noted
- *WODC set to buy emergency homeless accommodation* – WODC has outlined plans to buy a property in a bid to avoid people being made homeless. A large house in Chipping Norton will be acquired from Cottsway Housing with the aim of using it as emergency homeless accommodation to help avoid residents from being forced to move into bed and breakfast accommodation outside the District while a suitable longer term property is found. The acquisition will come at no additional cost to the council as the original housing stock agreement with Cottsway Housing included a clawback agreement, which sees the Council receiving 50 per cent of the proceeds of any sale. Noted
- *Extra care scheme set for Chipping Norton* - A grant, which will help trigger the construction of 80 extra care homes in Chipping Norton, has been approved by councillors. The Rockhill scheme to be developed by specialist provider Housing and Care 21, will receive £2.9m of funding from the Oxfordshire Growth Deal which is also backing a similar scheme in Great Western Park, Didcot. West Oxfordshire District Council is contributing additional funding of £300,000. The scheme will provide 60 self-contained apartments available for affordable rent, along with 20 for shared ownership. Noted

*Oxfordshire County Council:-*

- **Speedwatch Campaign** – Cllr. Peter Butler updated the Council as follows:- Following the site visit with Mr James Wright from Oxfordshire County Council, Cllr. Butler had circulated a report to all members, summarised as follows:-
  - a) The junction of the A44/B4030 in the west. To propose to change the layout of the junction by closing off the access for traffic coming along the B4030, to go left down

the hill before turning right onto the A44. *James Wright to report on the possible options to improve road safety and consider options for traffic calming.*

- b) Entrance to Heythrop Park – There is no room for a roundabout. Following last year's accident, the road markings have been renewed and a Give Way sign has been erected as drivers leave the Heythrop Estate. *James Wright to erect a 30 mph sign post (no funding required) where the Give Way sign is.*
- c) Gagingwell – A review of traffic heading west on the B4030. There is insufficient warning of the severity of the bend just past the start of the 30 mph speed limit. *James Wright will consider a “Dangerous Bend” sign with, perhaps, a “Maximum 20 mph” sign below; to add chevrons near to the start of the bend; to place indicator posts along the top of the bank where the stream is.*
- d) The Centre of Gagingwell – To install a “Dual Message Display” sign – this would measure speed from both directions and could be solar powered. OCC could install and maintain the sign, which would cost £7k to £8K. Alternatively, the Parish Council could purchase this (circa £2k without solar power) and then the OCC would then erect a post for circa £300.00.
- e) Dangerous bend at the western edge of Gagingwell – The chevron on the corner has been badly damaged and invisible due to overgrown vegetation. The previous red 30 mph sign is badly damaged and needs completely stripping back and remaking. A further “Dangerous Bend” sign with a “Maximum 20 mph” sign would also be of great benefit. *James Wright will provide outline costs for the consultation process and implementation costs for this. It was agreed that the chevron would be repaired or replaced and the vegetation cut back as a priority.*
  - ***It was unanimously agreed that the PC purchase the equipment to replace our speed gun, a dual message display, thanks to the grant from CC Hilary Hibbert-Biles totalling £2,382.00.*** The Parish Council thanked Hilary Hibbert- Biles for the grant.
  - Cllr. Shaw wished to show his great appreciation for all the work that Cllr. Butler has undertaken with review to this site visit and all traffic calming measures during the past few years. The Parish Council unanimously thanked Cllr. Butler for his hard work.
  - Cllr. Butler confirmed that he would also be contacting Mr. Martin Cummings at Renault Motorsport, once the report from Mr. Wright has been received, with regards to a donation towards traffic calming at Gagingwell.

#### **Other:-**

- **OALC September** – The update had been circulated to all members. Noted.
- **Campaign for Rural England** – An invitation had been received to attend a public event regarding the Joint Statutory Spatial Plan – a development framework for the County until 2050. Cllr. Shaw agreed to attend this event.
- **Chipping Norton Theatre** – A thank you letter for the £100.00 donation had been received. Noted.
- **Grass Cutting – Tenders for 2019/2020** – quotes from Thomas Fox and Trade Services Landscaping had been received. After discussion, it was agreed that the clerk would chase up WODC for its quote before a decision was made.
- **Enstone Sports Club – Rent Review** – The clerk had received one quotation for a further valuation assessment of the land at the sports club. Other agents were unable to undertake the work. After discussion, it was agreed that the clerk would contact OALC for further advice, as the current lease expires in 2023, as to whether a further evaluation was needed at this time. Cllr. Knott would also contact Savills for a quote to undertake this work. The review should include how much is the land worth and what rent should be charged.

108. **Planning Applications:-**

- **9 The Drive, Enstone, 18/02887/HHD** – Erection of front extension, new porch and dormer window. *No objection*
- **The Knoll, Oxford Road, Enstone, 18/02948/FUL** – Removal of existing garages and erection of new two storey dwelling with associated parking. *No objection*
- **The Mullin Project** – An email had been received from Mr. Kieran Hedigan inviting the Chair to a meeting at his office to discuss the Mullin Project. After discussion, it was agreed that this was not required but that the Chair and Vice Chair would request a meeting with Mr. Phil Shaw, Planning Officer, at WODC to discuss the Council's concerns regarding the Mullin Project before the planning application was submitted. The main objection was that a large proportion of the proposed S106 monies were being put towards the renovation of Tew Manor House at Great Tew which was considered to be inappropriate as it was a private property. Concern regarding an increase in the volume of traffic around the parish would also be raised with regards to the proposed Mullin Project in conjunction with Soho Farmhouse and Heythrop Park.

Decisions Received:-

- **The Crown Cottage, Church Enstone, 18/02669/HHD** – Demolition of existing garage and erection of two storey side extension and construction of first floor rear extension. *Approved*
- **Enstone Poultry Farm, Banbury Rd, Enstone, 18/02299/FUL** – Construction of new poultry shed to replace previously destroyed (air strike accident) building. *Approved*
- **The Long Barn, Oxford Road, Chalford, 18/02393/FUL** – Extension of existing car park to provide an additional 20 spaces (retrospective). *Approved*

109. **Finance:-**

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

• Mrs Beth Sinclair	£648.52
• NEST Pension Scheme (er)	£11.63
• NEST Pension Scheme (ee)	£13.95
• Moore Stephens, External Audit	£288.00
• Complete Weed Control	£264.00
• Enstone Parish Hall, rent	£40.50
• WODC, grass cutting x 2 cuts	£2,917.64

Received:-

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|---|------------|
| • WODC, 2 <sup>nd</sup> Precept & Grant | £12,619.50 |
| • Oxon County Council, Priory Fund      | £2,382.00  |
- b. *External Audit Report, Moore Stephens* – This has been received and a copy of the External Auditor's Certificate had been placed onto the website. The clerk was thanked for all her work involved with this.
- c. *Statement of Affairs to 30.9.2018* – This would be discussed at the meeting on Monday 12<sup>th</sup> November 2018. Noted.
- d. *Electronic Banking* – The paperwork from Santander had still not been received. The clerk would chase this up further.

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

- Monday 12<sup>th</sup> November 7.15 pm
- Thursday 29<sup>th</sup> November 7.15 pm
- Monday 17<sup>th</sup> December 7.15 pm

There being no further business the meeting ended at 8.50 pm.