

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

**Held by Video Conference due to Government Restrictions in line with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 on Thursday 17<sup>th</sup> December at 7.15 pm 2020**

**PRESENT:** Parish Councillors N. Knott (Chair), P. Shaw, C. Glendinning, D. Robottom, T. Gilbert, P. Johnson, A. Lee, R. Parker, A. Ward, District Cllr. Andrew Beaney and County Cllr. Hilary Hibbert-Biles (7.30 pm)

**APOLOGIES:** None – all present

**IN ATTENDANCE:** Mrs. Beth Sinclair – Parish Clerk

116. Cllr. Gilbert declared an interest in Item No. 9, Enstone Airfield. Cllr. Gilbert has now registered his interests with the Monitoring Officer at WODC.
117. **MINUTES OF THE PREVIOUS MEETING:-**  
The minutes of the previous Parish Council Zoom meeting held on Thursday 26<sup>th</sup> November 2020, having been previously circulated, were read, approved and signed by Cllr. Knott.
118. **MATTERS ARISING FROM PREVIOUS MINUTES:**
- *Ditchley Park* – Cllrs. Knott and Glendinning attended a site meeting at the Hoarstones. Two beech trees on the side of the road will be removed as they are unsafe and the holly trees will also be cut down. The Parish Council will pay for having the area cleared up around the Hoarstones during Spring. Consent will be required from English Heritage.
  - *Caravan* – Green Lane – ongoing
  - *Mullin Project* – ongoing
  - *Neighbourhood Plan* – on hold
  - *Stoney Bridge* – weight restriction – ongoing
  - *The Planks* – ongoing
  - *New speeding taskforce at OCC* – OCC has confirmed that it is too difficult for all Parish and Town Councils to be involved with the new taskforce and explained that comments and ideas be placed via the County Councillor. Noted.
119. **PUBLIC DISCUSSION:-**
- *Census 2021* – The clerk had circulated an email from WODC regarding the Census 2021 and how information will be collated digitally. The Parish Council agreed that many parishioners would need a paper copy to complete their census and DC Andrew Beaney will check that this will be possible.
  - *Enstone Facebook Page* – The Chair queried the reason behind a further facebook page and whether there could be just one so that all groups work together.
  - *Pollarding of The Limes, The Drive* – Oxfordshire County Council has pollarded some of the lime trees along the Drive without consulting the Parish Council, even though it had been agreed in 2014 that this work would not be undertaken without consent. A resident has attended a site meeting with OCC and a report is awaited.
  - *Future of Enstone Pre-School* – An email from the Preschool Treasurer had been received the day before the meeting, concerning the possibility of the Pre-School closing due to under staffing, finance issues and committee roles being unfilled. Ofsted was currently involved as there are currently too many children per ratio of staff. Enstone Primary School has been approached as to whether it may be able to take over the Pre-School. After discussion, it was agreed that if the Preschool agreed to his attendance, Cllr. Ward would attend an urgent zoom meeting booked for Friday 18<sup>th</sup> December with the Pre-School. The Parish Council fully supports a financial donation towards the pre-school remaining open. County Cllr. Hibbert-Biles explained that if Ofsted says that the pre-school must close, it does not have any other option. District Cllr. Beaney explained in his role as School Governor, that Enstone Pre-School is a Charity and 60 per cent of the Trustees must be parents. A planning permission for improvement to the building had also lapsed.

- *Pre-Planning Application – The Drive* – The planning application is awaited and Cllr. Parker expressed concern that the agents have commented that they have been in consultation with the Parish Council but this has not occurred. The agents will be attending the zoom meeting on January 28<sup>th</sup>.

120. **PARISH HALL**

- Cllr. Lee reported that the hall is functioning back up to speed following the last lockdown. At the Parish Council's Finance Meeting held in November 2020, the Parish Council offered to transfer £4,000.00 from the Parish Hall Fund to restore the reserves of the Parish Hall Management Committee (PHMC) and Cllr. Lee explained that the PHMC would kindly accept this offer, should it be required.
- A new company had started at the hall – a kebab van offering a click and collect service and this had proved popular.

121. **COUNTY COUNCILLOR'S REPORT**

- West Oxfordshire remains in Tier 2 although there has been an increase in infection rates by 50 per cent. This will be reviewed by Government on 30<sup>th</sup> December.
- A new Covid-19 testing centre has recently opened in Witney at Woodford car park, operating between 8.00 am and 8.00 pm daily.
- The Covid-19 vaccination programme has also commenced at a GP surgery in Witney.
- The County Council is currently planning its budget for 2021/2022. Most of the workforce continues to work from home.
- The May 2021 elections are still due to go ahead. CC Hibbert-Biles will be retiring.

122. **DISTRICT COUNCILLOR'S REPORT**

- The District Council is preparing its budget for the 2021/2022 financial year.
- The elections are also due to take place in May 2021.

Cllr. Knott thanked CC Hibbert-Biles and DC Beaney for their hard work and support throughout the year.

123. **CORRESPONDENCE:-**

West Oxfordshire District Council:-

- **Residents and businesses urged to be patient as Covid-19 test centre is built in Witney** – noted

Oxfordshire County Council:-

- **Highway teams increase customer satisfaction and receive national recognition** – noted
- **20s Plenty for Oxfordshire** – OCC fully supports this scheme and Enstone has been noted as needing 20 mph signs. Further information is awaited.

**Other:-**

- **Gagingwell – Speed Indicator Devices** – Cllr. Shaw explained that the posts have now been installed and Westcotec Ltd. will install the equipment in the New Year. Cllr. Ward queried that one of the posts near the airfield could be obscured by an overhanging tree and that this may need to be trimmed back.
- **OALC, November's Update** – Grants are available for electric chargers; the County Councillor's Priority Fund and requests for funding ends on 31<sup>st</sup> January.
- **OALC, Training Programme 2021** – This had been circulated to all members prior to the meeting and the clerk will check to see if there is availability for the social media training on 11<sup>th</sup> January.
- **Grass Cutting Contracts 2021** – Three quotes had been received and Cllr. Glendinning was thanked for providing a spreadsheet with the breakdown of costs from each company. Cllr. Parker queried how much the Parochial Church Council and PHMC contributes and Cllr. Shaw reminded the Council that this had been discussed and agreed at the finance meeting – both parties contribute £250.00 each. After discussion it was agreed to award the contract to Thomas Fox. All Parish Councillors agreed to this apart from Cllr. Gilbert who could not vote.
- **Transportation of top soil through Gagingwell** – Cllr. Parker reported that it has been observed that soil is being removed from Enstone airfield (where there is an enforcement notice regarding the removal of soil from the site) and transported to the field behind Hillsden

House in Upper Cleveley in order to raise the level of the field – this is situated next to the River Glyme and residents in Lower Cleveley are concerned that any interference with the river may cause flooding and possible contamination, should the soil be found to be contaminated. After discussion it was agreed that the clerk will contact the Environment Agency at OCC concerning this.

- **Enstone Airfield** – The clerk had been unable to obtain the information from the CAA website regarding Enstone Airfield. The Chair has contacted WODC requesting information relating to rules and regulations at Enstone Airfield.
- **Parish Questionnaire** – The Parish Council thanked Cllr. Glendinning for all her hard work in preparing the pdf file with all the responses. These will be discussed on Thursday 14<sup>th</sup> January.

124. **Planning Applications** – as the planning portal at WODC was undergoing maintenance and not accessible, it has been agreed that these planning applications will be determined on Thursday 14<sup>th</sup> January 2021. WODC Planning Department has agreed to this.

- **The Long Barn, Oxford Road, Old Chalford, 20/02971/LBC** - Internal alterations to include removal of a staircase and changes to floor layouts (part retrospective).
- **Radford House, Radford, 20/02870/FUL** - Formation of equestrian training menage in paddock adjacent to Radford House.
- **Westbury Farm, Little Tew Road, Church Enstone, 20/03062/FUL** - Erection of agricultural building.
- **Mendoza, Coxs Lane, Enstone, 20/03183/HHD** - Single storey side and rear extensions
- **Broad Close, Little Tew Road, Church Enstone, 20/02833/FUL** - Demolition of existing stone barn and the construction of detached self-contained living accommodation.
- **Unit 4, The Old Coal Yard, Gagingwell** - Removal of condition 3 of planning permission 18/02994/PN56 as no contamination found and retrospective discharge of condition 3 (surface water drainage).

Decisions Received:-

- **19 The Paddocks, Enstone, 20/02814/CLP** - Certificate of Lawfulness application for erection of a single storey rear extension. *Approved*

125. **Finance:-**

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

• Mrs Beth Sinclair	£683.63
• NEST Pension Scheme (er)	£18.14
• NEST Pension Scheme (ee)	£24.19
• Zoom	£14.39
• Information Commissioner	£35.00
• Webmaster, honorarium	£250.00
• Moore, external audit	£240.00
• Ensign, survey costs	£55.00
• Thomas Fox, Parish Hall	£330.00

*RECEIVED:-*

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| • Renault Motorsport | £4,340.00 |
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126. **Dates of Next Meetings:-**

- Thursday 14<sup>th</sup> January – 7.15 pm
- Thursday 28<sup>th</sup> January – 7.15 pm
- Thursday 25<sup>th</sup> February – 7.15 pm

There being no further business the Zoom meeting ended at 8.30 pm. Cllr. Knott reiterated what a busy year it has been, with so much being achieved and thanked the clerk for all her hard work, under difficult circumstances with the Covid-19 pandemic.