

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 28th January 2021 at 7.15 pm

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, County Cllr. Hilary Hibbert-Biles and two residents

APOLOGIES: None – all present

IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk, Mr. Stuart Parker and Mr. Graham Soame

1. **REVIEW OF ZOOM MEETINGS:-**
 - After discussion, it was agreed that Councillors will either “mute” themselves or not speak until asked, during debates. Councillors will raise their hand to make a contribution and wait for the Chair to call their name. The clerk requested that Councillors also refrain from interrupting each other.
2. **DECLARATIONS OF INTEREST** – No declarations were declared.
3. **MINUTES OF THE PREVIOUS MEETINGS:-**

The minutes of the previous Parish Council Zoom meeting held on Thursday 17th December 2020 and the meeting held on Thursday 14th January 2021, having been previously circulated, were read, approved and signed by Cllr. Knott.
4. **MATTERS ARISING FROM PREVIOUS MINUTES:-**
 - *Census 2021* - It was confirmed that paper copies will be available. Noted.
 - *Top Soil at Cleveley* – Investigations are ongoing by the Environmental Agency at Oxfordshire County Council. Noted
 - *Enstone Airfield* – The Chair and Clerk will compile an email to the Civil Aviation Authority, requesting contact details for residents.
 - *Pollarding of The Limes along The Drive* – Oxfordshire County Council will inform Enstone Parish Council when further work is going to be undertaken.
5. **PUBLIC DISCUSSION:-**
 - **Military Covenant** – The clerk had circulated an email from the Ministry of Defence regarding the Armed Forces Covenant Fund Trust, inviting Parish Councillors to a zoom meeting. No-one wished to attend. Noted.
 - **The Mullin Project** – Cllr. Shaw explained that preparatory work has now begun on site and suggested that the Parish Council obtains an update from the Mullin Project Team. Cllr. Gilbert confirmed that no construction work had yet taken place but that the site was being cleared and the old hangars have been taken down.
 - **Bridleway between Gagingwell and Great Tew** – Cllr. Parker noted that the bridleway north west of Cuckold’s Holt had been cleared and queried whether Mullen Project construction vehicles are permitted to travel along the bridleway. DC Andrew Beaney will obtain an update from WODC, including the construction management plan.
 - **Excess Litter along the B4030 from the Tew Crossroads to Enstone Airfield and the Charlbury Road** – Cllrs. Shaw and Johnson reported excess litter at these areas and the clerk will contact WODC.
 - **Litter Picking** – The Parish Council thanked all residents who were helping with litter picking.
 - **Caravan, The Green Lane** – Cllr. Gilbert expressed concern that the family were having large bonfires and are also parking on both sides of the road. The clerk will recontact WODC concerning this.
- 8.
6. **PARISH HALL:-**
 - Cllr. Lee reported that The Parish Hall is currently closed.

9. CORRESPONDENCE:-

West Oxfordshire District Council:-

- **Climate Action Day for Parish and Town Councils** – An email was circulated, asking whether Parish & Town Councils would be interested in attending a Climate Action Day, via zoom, organised by WODC. Enstone Parish Council agreed to this and the clerk will contact WODC.
- **Budget Consultation 2021/2022** – WODC were asking residents for their reviews on the budget consultation. The information was on the parish website. Noted.

Oxfordshire County Council:-

- **Climate Action Framework** – Schemes to support local climate initiatives were circulated.
9. The clerk will arrange for these to be displayed on the parish website. *Noted*

Other:-

- **Pre-Planning Application: The Drive (7.30 pm)** – The Chair welcomed Mr. Stuart Parker from Oxford Design Studio to the meeting. Mr. Parker had requested to join the meeting regarding his forthcoming planning application on behalf of a long-time resident, who now lives away from the area, for two sustainable new houses along The Drive. Mr. Parker explained that WODC had declared a climate emergency in 2018 and from 2025, no gas boilers will be allowed to be installed in new properties. The proposed application demonstrates high levels of insulation; solar panels; they will be timber-framed with timber cladding; the site will be self-contained and well hidden; a shed will be used for charging cars. Concern was raised that the shed was too far away from the houses. Comments from the Parish Council included lack of parking spaces and Mr. Parker explained that he will amend the plans to allow more parking spaces. Cllr. Ward commented that The Drive is no longer a quiet road and is now used as a rat run from the A44 and for deliveries to Heythrop Park. The Parish Council applauds the environmental aspiration of the development and thanked Mr. Parker for attending.
- **Pre-Planning Application: Cleveley Road (8.00 pm)** – The Chair welcomed Mr. Graham Soame from Planning & Development Ltd. to the meeting. Mr. Soame requested to join the meeting regarding his forthcoming planning application on behalf of two residents who both grew up in Enstone. There are two parcels of land being considered for residential development and Mr. Soame was enquiring what the Parish Council's views were i.e. the size of the homes etc. Suggestions included the need for affordable housing on a small scale that are energy efficient. Could the properties be part of the affordable housing scheme for residents to rent or buy? More information on the ownership options is required; as the site is raised up from the road it would be important not to have something that is too tall and over-bearing; there needs to be a specific area for parking. Mr. Soame was thanked for attending.
- **Gagingwell, position of post for Speed Indicator Device** – Following the last meeting, it was subsequently agreed by email that a site visit was not deemed to be "essential" during the current lockdown restrictions. A site visit will be arranged in March once restrictions are lifted. Cllr. Shaw mentioned that Renault Motorsport had not raised concerns about the proposed location of the post.
- **Enstone Pre-School** – It was noted with sadness that Enstone Pre-School has had to close following an Ofsted inspection.
- **Lidstone, damage from lorries** – Cllr. Knott reported that lorries are still turning off the A44 towards Lidstone even though there are "Unsuitable for HGV" signs. A resident's wall has been knocked down twice and the resident was seeking advice from the Parish Council. Cllr. Knott enquired of County Cllr. Hilary Hibbert-Biles whether anything else could be done but as signage was already in place, if there is a damage to a resident's wall, this would be a police issue.
- **Cling Clang Lane** – The residents on either side of Cling Clang Lane have been contacted, requesting that the overhanging vegetation be cut back so that pedestrians can walk along the lane. This is following the parish questionnaire.
- **Hoar Stones & Ditchley Park** – This item will be discussed in February as a report from Ditchley Park was awaited.
- **Heythrop Park Hotel Update** – Mr. Ian York, Associate Director from Lichfields (on behalf of Warner Leisure Hotels) had emailed a Briefing Note with an update. After discussion, it was

agreed that the clerk will arrange a zoom call with Mr. York for next week before the planning application is submitted.

- **Willowbrook, Radford** – Cllr. Knott reported major flooding issues at the site, causing major problems for the neighbouring properties. Cllr. Knott had contacted Mr. Philip Shaw, Business & Development Manager at WODC concerning this. Cllr. Knott will forward the response from Mr. Shaw to DC Andrew Beaney for further advice.
- **Alpine Racing Ltd** – Renault Motorsport has changed name to Alpine Racing Ltd.
- **Parish Questionnaire – Update & Report for Ensign**. The clerk and Cllr. Glendinning had written reports for the Ensign and were thanked for all their hard work on this. It was agreed that the first report needs to be kept brief with updates in the following months. This month will include the top priorities rather than trying to answer everyone's suggestions. Cllrs. Knott, Glendinning and the clerk will have a zoom meeting tomorrow to finalise the report.
- **Signage & Speeding Signs** – Cllr. Glendinning had circulated various suggestions of what could be written on the signs, including a picture of the Hoar Stone. It was agreed to have this picture but to add the wording "The Hoar Stone" above it. It was also agreed that the word "Village" be included – i.e. Welcome to Enstone Village. Cllr. Glendinning will contact OCC for costs.
- **Flashing Speeding Signs** – This will be discussed at the next meeting. Cllr. Glendinning will contact OCC for advice on which signs are most effective.
- **One-Way System Village Shop** – CC Hilary Hibbert-Biles confirmed that a Temporary Regulation Order will be required and will inform Enstone PC of the costs in due course.
- **20 mph Feasibility Study** – Cllr. Glendinning reported that OCC has a working party regarding this for the whole County and further information is awaited.
- **OALC – December's Update** – This had been circulated to all members.
- **OALC – Training** – It was agreed that Cllr. Ward, Shaw and Glendinning will attend the training on "Finance for Councillors" and Cllr. Glendinning will attend the training on "The Experienced Councillor." The clerk will book these places. Cllr. Knott suggested that Mrs. Rachel Hunt attends the next course on "Social Media" and that the Parish Council would pay for this. This was unanimously agreed.
- **OALC, NALC Lobby Day** – Information was required from Parish Councils regarding their thoughts on zoom meetings in the future. It was agreed that hybrid meetings are more difficult to conduct; that meeting in person is preferred for Full Council Meetings but that working party meetings via zoom would be most beneficial if they could be continued. Cllr. Knott explained that she and the clerk now hold zoom meetings to prepare for full council meetings which works really well. Cllr. Shaw added that the zoom meetings are successful due to the clerk's organisational skills and Cllr. Knott's successful chairmanship at meetings. The clerk will respond to OALC with these comments.
- **Meeting Dates 2021** – The clerk had circulated these to all members and will also put the information onto the website and inform the County Cllr and District Cllr. It is unknown whether the Annual Parish Meeting will take place this year.

Planning Applications

- **The Cottage, Chapel Lane, Enstone, 20/0343/HHD** - Single storey rear extension – No objection but that a construction access plan survey be arranged due to the difficult access at the site.
- **Land West of Soho Farmhouse, Great Tew, 20/03562/FUL** - 15 one bed farmhouse huts (in place of approved bell tents) with associated landscaping and infrastructure – No objection
- **Land West of Soho Farmhouse, Great Tew, 20/00905/FUL** - Change of use of land from agriculture to hotel (to allow year round use of camping field 'Farm Camp) together with replacement guest amenity building, five-a-side pitch and new landscaping – No objection
- **Appeal – Cotswolds Hotel & Spa, Southcombe, 19/03504/OUT** – Erection of up to 73 holiday homes and associated infrastructure in connection with existing facilities. *The clerk had circulated the initial response from the Parish Council prior to the meeting. There were no further comments to add. Noted*

16. Decisions Received:-

- **Mendoza, Coxs Lane, Enstone** - single storey side and rear extensions - *Approved*
- **Radford House, Radford** - Formation of equestrian training menage in paddock adjacent to Radford House - *Approved*
- **Broad Close, Little Tew Road, Church Enstone** - Demolition of existing stone barn and the construction of detached self-contained living accommodation - *Withdrawn*

- **Westbury Farm, Little Tew Road, Church Enstone** - erection of agricultural building -
Withdrawn

10. **Finance:-**

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

- | | |
|----------------------------|---------|
| • Mrs Beth Sinclair | £590.66 |
| • NEST Pension Scheme (er) | £18.14 |
| • NEST Pension Scheme (ee) | £24.19 |
| • Zoom | £14.39 |

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

- Thursday 25th February – 7.15 pm
- Thursday 25th March – 7.15 pm

There being no further business the meeting ended at 8.50 pm and the chair thanked everyone for attending.