

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 25th February 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 and two residents (unknown as both on mute and no faces shown – they were requested to leave the meeting at 8.00 pm and the clerk will obtain further advice on this)

APOLOGIES: CC Hilary Hibbert-Biles

IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk, Mr. Jason Tait and Mr. Colin Carritt

12. **DECLARATIONS OF INTEREST** – No declarations were declared.
13. **MINUTES OF THE PREVIOUS MEETING:-**
The minutes of the previous Parish Council Zoom meeting held on Thursday 28th January 2021, having been previously circulated, were read, approved and signed by Cllr. Knott.
14. **MATTERS ARISING FROM PREVIOUS MINUTES:-**
- *Top soil at Cleveley – ongoing*
 - *Finance Training* – Cllrs. C. Glendinning, A. Ward and P. Shaw attended the training via zoom. Cllr. Ward explained that the training helped with regards to planning for future budgets and explained what the Parish Council needs to achieve, although the content of the training could have been improved. It was agreed that Cllrs. Glendinning, A. Ward and the clerk will attend the OALC's training session on budgeting in October 2021.
 - *Update* – Mullin Project – The clerk will contact Mr. Hedigan for an update as the site is currently being cleared.
 - *Bridleway between Gagingwell and Great Tew* – DC Andrew Beaney will seek guidance on whether construction vehicles are permitted to travel along this designated bridleway as it is a safety concern for pedestrians.
 - *Caravan, Green Lane* – DC Andrew Beaney explained that until the landowners complain, nothing further can be done. The clerk will contact CC Hilary Hibbert-Biles as the caravan is situated on Highways land.
 - *Heythrop Park Hotel* – The planning application will soon be submitted to WODC.
 - *Willowbrook, Radford* – Cllr. Knott explained that the company Omaze has put the house into a raffle and tickets are on sale through adverts, social media and TV outlets. The WODC enforcement order will then be on the new owner.
 - *One way system, village shop* – Ongoing – awaiting costs from CC Hibbert-Biles
15. **PUBLIC DISCUSSION:-**
- *Heythrop Park – Thames Water* – Cllr. N. Knott explained that there has been another leak and three tankers had been on site to clear out the pumping station.
 - *Cleaning of bus shelter* – It was agreed that Cllr. Glendinning will organise the cleaning of the glass bus shelters.
 - *Census 2021* – WODC has arranged a zoom session for all Councils to explain how the census will operate. The clerk and Cllr. Ward agreed to attend this.
 - *Enstone Airfield* – Cllr. Gilbert confirmed that a retrospective planning application has been submitted to WODC.
- 16. **PARISH HALL:-**
- Cllr. Lee reported that The Parish Hall is currently closed.
17. **COUNTY COUNCILLOR'S REPORT:-**
- No report had been received.

18. **DISTRICT COUNCILLOR'S REPORT:-**

- *2021/2022 Budget* – The District Council's budget has been increased by £5.00 for Band D houses.

19. **CORRESPONDENCE:-**

West Oxfordshire District Council:-

- **West Oxfordshire Community Emergency Plans** – DC Beaney explained that sand bags are available for towns and parishes. It was agreed to review the Parish Council's Emergency Plan at the next meeting.
- **Salt Cross Garden Village Area Action Plan** – This has been circulated to all members. Noted.

Oxfordshire County Council:-

- **TTRO – Temporary Road Closure, Spelsbury, B4026 Charlbury** – 9th to 13th April. The clerk will put this into the Ensign magazine.
- **TTRO – Temporary Road Closure, Enstone, A44 Oxford Road** – 13th to 16th April. The clerk will put this into the Ensign magazine and request that OCC closes the road to the hamlet of Lidstone from the A44 and Lidstone Road.
- **TTRO – Temporary Road Closure and No Waiting – Charlbury, B4022 Stuart Road** – 15th to 16th May – Noted.
- **Winter Support Grants available to help people hit financially by pandemic** – Noted
- **Local Transport and Connectivity Plan Vision Consultation** – This will be discussed at the next meeting.

Other:-

- **Pre-Planning Application: Chapel Lane – Enstone** – Mr. Jason Tait was welcomed to the meeting to discuss this pre-planning application. It concerns a piece of private land on an open green field site. The plan would be to make it into a public open space with seating, landscaping, additional car parking for the village shop, a pedestrian route to both Chapel Lane ends and some housing. The S106 monies would provide financial support for speed initiatives along the A44. The Parish Council agreed this was an interesting and creative idea with many benefits for the parish and looked forward to receiving further information.
- **Displacement of HGVs from Burford to the A44** – Mr. Colin Carritt was welcomed to the meeting. He presented facts and figures relating to HGVs, unable to travel through Burford due to the restrictions, that now travel along the A44 including Woodstock and Enstone. After a lengthy discussion it was agreed that the Parish Council would like to join the Windrush Valley Traffic Action Group and be invited to a meeting of the Woodstock Town Council.
- **Trees, Sports Club** – A resident had contacted the Parish Council concerned about the swaying beech trees overhanging his garden. The Chair had contacted Nicholsons who undertook the survey in 2017 – Nicholsons advised that the survey be repeated in 2022. The Chair had arranged for the trees to be looked at and it was reported that they are in the same condition as the 2017 report. The Parish Council agreed that a further report will be undertaken in 2022. The resident may cut back any branches overhanging his garden and, at his expense, cut the trees back further after consultation with the Sports Club and Parish Council. The clerk will contact the resident with this information.
- **Enstone Airfield** – A complaint concerning Enstone Airfield had been sent electronically to WODC, using the contact details of Enstone Parish Clerk – this was fraudulent and the planning officer at WODC was informed. Cllr. Gilbert confirmed that a retrospective planning application has been submitted to WODC. DC Andrew Beaney confirmed that the enforcement team will be updating the Uplands Committee at WODC regarding the Airfield on Monday 1st March. DC Andrew Beaney will circulate this report to the Parish Council and has asked for any additional comments to be sent to him.
- **Gagingwell, site visit** – Following updated legislation, the site visit will be arranged the week commencing 29th March.
- **Ditchley Park and The Hoar Stone** – It was agreed that the clerk will obtain a quote for the spraying of the ivy along the ground and cutting it back along the walls. The ivy must not be taken off the wall.
- **Chapel Lane, Verges** – A resident had contacted the Parish Council, concerned about the preservation of the fauna along the edges of the verges. The verges are also becoming chewed up as a result of large vehicles gaining access or passing parked vehicles. The clerk will contact Highways for advice.

- **Parish Survey** – Cllr. Glendinning was thanked for all her work involved with obtaining costs for traffic calming measures. These will be discussed further next month. A second report was put into the Ensign.
- **OALC, February's Update** – This had been circulated to all members. Noted.
- **OALC, elections, face to face meetings, ACRE and Handford Parish Council** – This report had been circulated to all members, advising Parish Councils to hold its Annual Parish Meeting before 7th May as a zoom meeting. It was agreed that the clerk will organise this year's meeting for Thursday 22nd April via zoom. The Annual Council Meeting will take place on Thursday 13th May following the County and District elections on 6th May.
- **Parish Clerk & Responsible Finance Officer** – It was agreed that the remuneration of the clerk should be reviewed through consultation with OALC.

20. **Planning Applications:-**

- **Flat 3, Kenelm Court, Cleveley Road, 21/00026/S73** - Variation of conditions 5 & 7 of planning permission 06/1674/P/FP to allow replacement windows to be recessed 125 mm from the face of the building and colour changed to dark green. No objection
- **Methodist Chapel, Chapel Lane, Enstone, 20/03580/FUL** - Conversion of Methodist chapel to a single residential dwelling. No objection although concerns raised regarding car parking and clarification of the boundary.
- **Land East of The Drive, Enstone, 21/00087/FUL** - Construction of two detached self-build custom-build carbon-neutral houses, together with associated works and formation of vehicular access. No objection although concerns raised regarding insufficient parking and that The Drive will become busier once Warner Leisure Hotel opens at Heythrop Park.

9. **Decisions Received:-**

- **The Cottage, Chapel Lane, Enstone** - Single storey rear extension - approved
- **Orchard House, 2 The Square, Church Enstone** - Erection of two storey and first floor extensions to detached garage to create office above - approved

21. **Finance:-**

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

• Mrs Beth Sinclair	£605.65
• NEST Pension Scheme (er)	£18.14
• NEST Pension Scheme (ee)	£24.19
• Zoom	£14.39
• Cllr. C Glendinning, expenses	£59.84
• OALC training:-	
- Finance for Councillors	£180.00
- The Experienced Councillor	£60.00

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

- Thursday 25th March – 7.15 pm
- **Thursday 22nd April – 7.15 pm – Annual Parish Meeting**
- Thursday 29th April – 7.15 pm

There being no further business the meeting ended at 9.20 pm and the chair thanked everyone for attending.