

DRAFT MINUTES

ENSTONE PARISH COUNCIL

Held in The Parish Hall on Thursday 24th June 2021 at 7.15 pm.

- PRESENT: Parish Councillors N. Knott (Chair), P. Shaw, C. Glendinning, A. Lee, A. Ward, R. Parker, T. Gilbert, District Cllr. Andrew Beaney, County Cllr. G. Saul and one member of the public
- APOLOGIES: Cllrs. Robottom (self-isolating), P. Johnson (working away) and T. McMillan (poorly)
- IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk and Mr. Graham Soame re: Planning Application 7 Cleveley Road, Enstone
- CODE OF CONDUCT: As this was the Parish Council's first meeting at the Parish Hall since February 2020, the Chair welcomed everyone and reminded members to avoid interrupting one another during debates and to address the Chair

56. **DECLARATIONS OF INTEREST & MEMBERS' REGISTER OF INTERESTS** – Cllr. Gilbert declared an interest in Item 10, Planning Applications (Enstone Airline Hangars and The Pentacle, Enstone Airfield).
57. **MINUTES OF THE PREVIOUS MEETING:-**
- The minutes of the Parish Council meeting held on 27th May, having been previously circulated, were read, approved and signed by Cllr. Knott.
58. **MATTERS ARISING FROM PREVIOUS MINUTES:-**
- *Building of the Bunds* - County Cllr. Geoff Saul reported that he had contacted the Enforcement Officer at Oxfordshire County Council and is awaiting an update.
 - *Stopping Order at Great Tew* – The Stopping Order ceased on 16th June and a formal planning application is awaited. It was suggested that OCC inspects the road.
 - *Caravan on The Green Lane* – CC Geoff Saul is in contact with his colleagues to establish who owns this part of the Green Lane where the caravans are situated. The caravan(s) have been in situ for circa 18 months.
 - *Wig Wag school signs* – CC Geoff Saul reported that the wig wag signs have been repaired and appear to be working. CC Saul will establish whether funding is available to have these signs upgraded. Cllr. Glendinning will check that the signs are now working.
 - *Playing Field Questionnaire* – The clerk will circulate this to Cllr. Gilbert for completion.
 - *Update – Emergency Plan* – The Parish Council's plan has been updated and circulated to all members and to the website.
 - *Cleaning graffiti from bus shelter* – Cllr. Mcmillan has arranged for her family to clean off the graffiti. The Parish Council will pay for the equipment and paint and was thanked for doing this.
 - *Audit of litter bins* – DC Andrew Beaney will chase this up.
 - *Green Gym* – Cllr. Parker thanked the Parish Council for allowing the Green Gym to tidy up the pond at Gagingwell, following his report.
 - *CC Hilary Hibbert-Biles* – A thank you letter had been received regarding the garden voucher for her retirement.

PLANNING APPLICATION – 7 CLEVELEY ROAD, ENSTONE, 21/01689/OUT

- ❖ Mr. Graham Soame was welcomed to the meeting to update the Parish Council on this outline planning application. The size of the plot was found to be smaller than that submitted for planning. This was due to an error in the scale from the OS.
- ❖ A resident attended and expressed concern about the lack of parking, insufficient room for six houses and that 2.5 storey high homes would not be in keeping with the area. The school bus stops at the site and this would be dangerous.
- ❖ The Parish Council discussed this in detail and objected to the application in terms of the lack of parking and that the proposal was over-developed. Three car park spaces for visitors would be essential. Cllr. Parker recommends the installation of bollards and double yellow lines at the junction.
- ❖ The Parish Council objects to the planning application.

59. **PUBLIC DISCUSSION:-**

- *PCSO for Enstone* - CC Geoff Saul will establish who the Parish Council can contact for police matters, as Enstone does not currently have its own PCSO. The Chair will also contact a member of the PCSO team at Chipping Norton.
- *Meeting with Operators of Enstone Airfield* – Following the last meeting, an email had been received by ENCON, inviting Enstone Parish Council and neighbouring Parish Councils to attend a meeting with operators of the airfield and ENCON. After discussion, it was agreed that the Parish Council would be willing to be in attendance at this proposed meeting between ENCON and the airfield operators.
- *Weed Control, Coxs Lane* – Cllr. Glendinning reported that the area at the Hoar Stone is much improved following the work carried out on the weeds. Cllr. Glendinning commented that there are many weeds along the stone wall at Coxs Lane by the Parish Hall. Recent information from OALC raises concern regarding the use of Glyphosate so the clerk will obtain further information.
- *Grass Cutting, corners of junctions at Radford junction & B4022* – Cllr. Parker explained that OCC had done an excellent job of cutting back the verges at Radford and along the B4022 but that the corners had not been cut back, causing problems with visibility. CC Geoff Saul will liaise with his colleagues concerning this.

60. **PARISH HALL:-**

- There was nothing to report

61. **COUNTY COUNCILLOR'S REPORT:-**

- CC Saul reported that the County Council has approved all the current planning applications with regards to Highways' matters, with no objections.
- *Weight Limit – Burford* – CC Saul reported that the monitoring figures from February 2021 had been circulated with regards to the impact of the weight limit restriction at Burford. There has been a reduction in HGVs travelling through Chipping Norton's High Street but no decrease along New Street. The figures for the A44 at the Bladon roundabout showed an increase in HGVs which would suggest that Enstone is experiencing a 35 per cent increase in HGVs – there were 311 vehicles in February 2021 compared to 230 vehicles in April 2019. The figures for Burford itself showed an increase of just one HGV – i.e. 542 vehicles in February 2021 and 541 vehicles in April 2019. CC Geoff Saul will circulate this document to the clerk.

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

- DC Andrew Beaney reported that the Uplands Committee was due to discuss the current planning application at Kingham, previously the Old Mill, which was being recommended for refusal.
- Discussions regarding the future of parliamentary constituencies in England are in progress.

63. **CORRESPONDENCE:-**

West Oxfordshire District Council:-

- None

Oxfordshire County Council:-

- TTRO (T9068) Temporary Road Closure, Charlbury, B4022 Sturt Road from 6th to 10th August 2021. Noted
- TTRO (T9155) Temporary Road Closure, Middle Barton and various roads from 29th September to 2nd October. Noted.

- Repainting of road markings – the OCC will be undertaking this work during the next few months. Noted.

Other:-

- **Traffic Calming – Updates:-**
 - a) *Pavements* – quotes had been received for the installation of pavements for Clay Hill Close (£46K), Coxs Lane up to the Charlbury Road junction (£44K) and Charlbury Road - Worths garage up to The Firs (£84K). Further quotes will be obtained in the future and the clerk will put an article in the Ensign magazine concerning this decision.
 - b) *Posts along the B4022* – It was agreed to have grey posts installed with the new village signs at the entrance to Enstone.
 - c) *Worths Garage* – Cllr. Knott confirmed that the hedge will be cut back.
- **Climate Change** – It was agreed to set up a working party, working towards the Oxfordshire Green Week – 18th – 26th September 2021. Cllr. Ward agreed to organize this and Cllrs. Parker and Glendinning also wish to be involved. The clerk will put an article into the Ensign magazine encouraging residents to get involved. Cllr. Ward was thanked for his ongoing work with this.
- **Enstone Primary School, parking issues** – Cllr. McMillan has worked with the Headteacher at the school regarding this and an article has been put into the recent school newsletter. The clerk has requested that the PCSO Team at Chipping Norton conduct some site visits during school drop off and pick up following further concerns from residents about the dangerous parking along Coxs Lane and Lidstone Road.
- **Lidstone** – Quotes are still awaited for improved signage and Cllr. Knott will chase this further. The chevrons at the Lidstone road junction have now been installed.
- **Chapel Lane** – Following the last meeting, the resident had contacted her neighbours concerning the need for a salt bin but had received no response. It was agreed not to have any further salt bins installed along Chapel Lane. The Chair had checked the current signage and there are “No HGVs” signs at the junction of Chapel Lane. The issue of whether or not to cut the verges along Chapel Lane will be monitored.
- **Baby & Toddler Group – Business Plan** – This had not yet been drawn up as responses from Cllr. Lee and DC Beaney were awaited.
- **Gypsy & Traveller Seminar** – Cllr. Glendinning had attended this zoom presentation from OCC and circulated a report – this was most useful and Cllr. Glendinning was thanked for this.
- **Community First Oxfordshire** – A request from a member of CFO to come and talk to Enstone Parish Council had been received and this was agreed. The clerk will send an invitation for either July or August.
- **OALC, May’s update & AGM – 5th July** – The clerk had circulated May’s update to all members and Cllr. Knott may be able to attend the AGM, via zoom, on 5th July.
- **Habitat Management and Queen’s Green Canopy** – It was agreed to circulate this information to Cllr. Parker who is Trustee of the Allotments. The clerk had received several requests from families wishing to have an allotment and she has forwarded this information onto Cllr. Parker.
- **Request for donation – Clean Slate** - It was agreed to donate £100.00 towards this worthy charity, helping residents dealing with domestic abuse.

64. **Planning Applications:-**

- **7 Cleveley Road, Enstone, 21/01689/OUT** - Outline Planning Application for the erection of six dwellings, closure of existing access and creation of separate access for No. 7 Cleveley Road and new access for the proposed dwellings, with parking layout and landscaping scheme (with some matters reserved) – *As above*
- **4 Venvell Close, Enstone, 21/01804/HHD** - Replacement of conservatory roof - *No objection*

- **Christmas Cottage, Church Enstone, 21/01900/HHD** - Two storey site extension - *No objection*
- **Cleveley Mill, Cleveley, 21/01704/HHD & 21/01705/LBC** - Relocation of access to accommodation and renovation of first floor including addition of internal insulation - *No objection*
- **26 The Paddocks, Enstone, 21/01782/FUL** - Erection of detached dwelling together with associated works and provision of access - *No objection*
- **Enstone Poultry Farm, Banbury Road, Enstone - 21/01881/S73** - Erection of a renewable energy biomass boiler and fuel store 16/03754/FUL - Condition Number 2 - only waste poultry manure produced on the site shall be used in the combustion plant: Reason - The use of an alternative fuel source would require further consideration. The importation of fuel may have an impact on vehicle movements and the operation of the local highway network. Condition - Removal. *No objection*
- **The Pentacle, Enstone Airfield, 21/01445/FUL (retrospective)** - Conversion of existing buildings for the use of repair and upgrading of motor vehicles, vehicle storage and coach building - *No objection*
- **Land at Enstone Airfield, 21/01443/FUL** - Temporary use of land for the storage of tipper lorries - *No objection*
- **Enstone Airline Hangars, Enstone Airfield, 21/02022/FUL (part retrospective)** - Provision of car park to North side of the maintenance hangar accessed from "Green Lane" – (Cllr. Gilbert left the room as per the Parish Council's Standing Orders) - *Enstone Parish Council recommends a site visit by Oxfordshire County Council's Highways' Department.*

Decisions Received:-

- **Enstone Flying Club, Enstone Airfield, 21/01303/FUL** - Erection of Hangar (retrospective) - *Approved*
- **Enstone Airline Hangars, Enstone Airfield, 21/00879/FUL** - Extension of existing aircraft maintenance hangar to form "lean to" hangar for indoor aircraft maintenance (retrospective) - *Approved*
- **Whiteways Technical Centre, Enstone, 21/00347/FUL** - Raise height of existing building to accommodate new second floor, together with associated works and installation of photo-voltaic array to roof - *Approved*
- **Church Enstone Hall, Little Tew Road, Church Enstone, 21/00366/FUL** - Change of use of land to enlarge garden area and renovation of existing outbuilding to become pool building, including leisure facilities and pool plant equipment; installation of a swimming pool with paved area and a proposed gravel track from existing driveway to the Tithe Barn courtyard – *Refused*

65. **Finance:-**

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

• Mrs Beth Sinclair	£942.51
• NEST Pension Scheme (er)	£26.30
• NEST Pension Scheme (ee)	£35.06
• Zoom	£14.39
• Webmaster Honorarium (PHMC will reimburse PC)	£250.00
• Thomas Fox, 3 of 7	£876.00
• Thomas Fox, Parish Hall, 3 of 7	£201.00

66. **Dates of Next Meetings 7.15 pm:-**

- Thursday 29th July – PC Meeting at The Parish Hall
- Thursday 19th August – Parish Hall

Cllr. Gilbert queried why he had been asked to leave the room during the discussion of planning application, Enstone Airline Hangars. The Chair explained that this policy was in the Standing Orders that the Parish Council needed to follow. As it was a public meeting, Cllr. Gilbert suggested that for any further applications, he would be able to sit as a member of the public and listen to the

discussions. DC Andrew Beaney explained that members of the District Council follow the same rules in their Standing Orders.

There being no further business the meeting ended at 9.40 pm and the chair thanked everyone for attending.