

DRAFT MINUTES

ENSTONE PARISH COUNCIL

Held by Video Conference on Thursday 27th May 2021 at 7.15 pm.

PRESENT: Parish Councillors N. Knott (Chair), P. Shaw, C. Glendinning, D. Robottom, P. Johnson, A. Lee, A. Ward, T. McMillan, District Cllr. Andrew Beaney, District Cllr. Alex Wilson, County Cllr. G. Saul and four members of the public

APOLOGIES: Cllrs. R. Parker and T. Gilbert

IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk; Mr. Dominic Hones and Mr. Rory Humphrey from Gigaclear

*Cllr. Knott welcomed everyone to the meeting, particularly Parish Cllr. Toni McMillan, District Cllr. Alex Wilson and County Cllr. Geoff Saul.
All members of the Parish Council introduced themselves and explained why they wished to be a Parish Councillor.*

45. **DECLARATIONS OF INTEREST & MEMBERS' REGISTER OF INTERESTS** – Cllr. Knott declared an interest in item No. 12 (Planning Applications: Serenity Park, Lidstone) and Item No. 11 – Lidstone corner.

GIGACLEAR IN ENSTONE – PRESENTATION:-

Cllr. Knott welcomed Mr. Dominic Hones and Mr. Rory Humphrey from Gigaclear who gave a five minute presentation regarding the installation of fibre broadband in Enstone in the coming months. The project will cover 390 properties with 184 connection points, covering seven thousand metres. The aim is to commence work in Quarter 3 2021. The main cabinet will go live in Quarter 4 with completion of works in Quarter 2 2022. A letter will be sent to all residents. Works are guaranteed for two years and verges will be reinstated within six months of completion. DC Andrew Beaney requested support following the installation works at Rollright, Salford and Kingham where further work was required and a site visit will be arranged. Cllr. Knott thanked Mr. Hones and Mr. Humphrey for attending.

PROMOTION OF BABY & TODDLER GROUP IN ENSTONE:-

- Mrs. Jess Markham attended the meeting requesting a donation towards and the promotion of a baby & toddler group. The Baby & Toddler group no longer operates as it was not financially viable – the hire of the parish hall costs £22.00 per week from 9.30 am to 11.00 am every Tuesday. A voluntary donation of £2.00 per family is also received but this is irregular income. A request for any possible funding from the Parish Council was queried. There are many new parents and single parents requiring this valuable community asset for help and support and it is known that 1 in 5 new mothers have a mental health issue. The church is also offering to help.
Following discussion, it was agreed that the Parish Council should be fully supportive of such a group. Cllr. Lee, Chair of the Parish Hall Management Committee, requested that a business plan be presented to the Parish Council with further information.
- Sources of funding are available such as the Enstone Relief in Need Charity. The Enstone Village Show has previously raised funds for the school and pre-school.
- Promotion of the group can be posted on the parish website, Facebook page and in the Ensign magazine.
- DC Andrew Beaney advised that funding may be available from the District Council and he will report back regarding this.
- This issue will be discussed further once the business plan has been received and Cllr. Knott thanked Mrs. Markham for attending the meeting.

CHAPEL LANE, WEIGHT RESTRICTION SIGNS AND DAMAGE TO VERGES:-

- A resident from Chapel Lane attended the meeting concerned about the increasing number of delivery lorries driving along Chapel Lane, disturbing the verges. DC Andrew Beaney explained that even with the “unsuitable for heavy lorries” signs, delivery lorries are allowed down Chapel Lane.
- It was agreed that the clerk will ask residents, through the Ensign magazine, to request companies to arrange for small delivery lorries when accessing Chapel Lane, if this is possible.
- CC. Saul will liaise with the Highways Department regarding possible improved signage even although this might be a cost to the Parish Council.

CHAPEL LANE – REQUEST FOR GRIT BIN

- Residents from Chapel Lane attended the meeting to request an additional grit bin. Cllr. Knott explained that there is nowhere suitable for this and that bags of salt are available for collection from Litchfield Farm – these small bags can be stored in residents’ homes. The residents commented that there was no room for the storage of bags as no residents had garages. A bin would be unable to be placed outside the Methodist Chapel as this area is going to be developed and would be on private land. It would also take up a further parking space.
- It was agreed that the residents will speak to their fellow neighbours and let the Parish Council know their decision at the next meeting. Cllr. McMillan will also walk along the lane to establish whether this would be possible.

CLIMATE CHANGE DOCUMENT

- A resident had formulated a document regarding possible climate change actions for the Parish Council to address and was thanked for this. Cllr. Ward explained that he had put together a document at the beginning of 2020 for discussion at a planned public meeting before the Coronavirus pandemic and so no further action had been taken, as meetings in person have been disallowed. A public meeting will be arranged for later in the year to discuss these issues.

ENSTONE FOOD MARKET – POSITIONING OF ADVERTISEMENT POSTS

- A resident who runs the Enstone Food Market attended the meeting, anxious about the recent difficulties she had had when placing the advertisements onto roadside posts. A member of the County Council had driven alongside her to explain that she was not allowed to do this. CC. Geoff Saul confirmed that there is not a problem with these signs but that they must be immediately removed following the event. Cllr. Shaw explained that the rules state that there is an exception allowed for local events with a size limitation of signs being 0.6 metre squared.

46. MINUTES OF THE PREVIOUS MEETINGS:-

- The minutes of the Parish Council meeting held on 29th April and the Annual Council Meeting held on 13th May, having been previously circulated, were read, approved and signed by Cllr. Knott.

47. MATTERS ARISING FROM PREVIOUS MINUTES:-

- *Building of the bunds* – CC Geoff Saul had no further specific information but explained that he is aware that it is a huge problem. He will update the Parish Council at the next meeting.
- *Bridleway between Gagingwell & Great Tew* – It appears that there are vehicles extracting gravel from the Mullen area and using the bridleway. A resident at Middle Barton has also contacted the Chair to explain that there are many lorries travelling from the back drive from Soho Farmhouse, turning towards Great Tew quarry and towards Middle Barton. CC Geoff Saul explained that a Temporary Stopping Notice has been ordered until 16th June as there is substantial work without any permission being carried out and the enforcement team at Oxon County Council is involved. DC Andrew Beaney explained that as the bridleway is a farm track, farm vehicles are allowed down this lane but if there is an issue with the safety of

horses, then this would need to be investigated. CC Geoff Saul will speak to the enforcement officer and keep the Parish Council informed.

- *Caravan, Green Lane* – The Chair will provide CC Geoff Saul with a map of the location of the caravan. The clerk explained that a member of Oxon County Council had visited the site but had not relayed back to the Parish Council his findings before CC Hilary Hibbert-Biles retired.
- *Wig wam signs* – Before her retirement, CC Hilary Hibbert-Biles had put in a funding request for the replacement of the wig wam signs outside the school. CC Geoff Saul will follow this up. Cllr. Glendinning will forward further information and pictures to CC Geoff Saul.
- *Playing Field Questionnaire* – ongoing
- *Emergency Plan* – Cllr. Johnson will update and circulate this
- *Quote for a decorator to clean the graffiti from bus shelter* – The Chair will obtain quotes and the clerk will put in a request into the Ensign magazine for anyone able to help with this.
- *Audit of litter bins* – awaited from WODC

48. **PUBLIC DISCUSSION:-**

- The lorries at Middle Barton were discussed under matters arising.
- The Chair explained that Mr. Michael Ergatoudis from Soho Farmhouse had contacted her concerning tonight's planning application and to ask whether the Parish Council wished him to attend a meeting to discuss further plans. It was agreed that this was not required.
- Verges along the A44 – Cllr. Robottom agreed to contact the contractors requesting them to reinstate the grass, now that the building work seems to have finished. Cllr. Knott suggested that bulbs are planted in this area.
- Cllr. Lee expressed concern that many of the verges along Coxs Lane are being damaged due to vehicles dropping children off at school and that more recently, tractors are passing at the same time causing further damage. A lorry became blocked in recently whilst waiting for parents/carers to collect their children. It was agreed that Cllr. McMillan will contact the Head Teacher concerning this.
- Cllr. Ward commented that residents in Middle Barton are so impressed with the Speed Indicator Devices at Gagingwell, that they are interested in arranging to have these installed too.
- Cllr. Shaw reported with regret that the Enstone Show Committee had decided to cancel this year's village show. However, the Horticultural Society is hoping to organise a limited flower and produce show, to be held in the Parish Hall on 4th September.

49. **PARISH HALL:-**

- Cllr. Lee reported that the first Parish Hall Committee meeting in person successfully took place recently at the hall and that a variety of events are going to be arranged over the summer.
- Following the Parish Council's Annual Council Meeting, the Parish Hall Management Committee has agreed to contribute £250.00 towards the webmaster's honorarium.
- The main hall has been booked for the Parish Council's meeting on Thursday 24th June.

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

- CC Geoff Saul was welcomed to his first meeting following the recent elections on 6th May. He explained that he lives in Chipping Norton and runs a law firm; he has also been District Cllr. for eight years.
- The County Council is currently forming a new administration with a coalition between the Liberal Democrat, Labour and Green Parties - The Conservative Leader lost his seat at the recent election. This will be called the *Oxfordshire Fair Deal Alliance*.

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

- DC Andrew Beaney explained that the District Council is early into its new year following the recent elections. DC Beaney will contact Mrs. Markham regarding District Council funding for play groups.

- WODC has been involved with a legal challenge over local development schemes including the Garden Village at Eynsham and Chipping Norton Tank Farm. The WODC lost the challenge involving the control of land supply which is a concern.
- DC Alex Wilson was welcomed to his first meeting as District Cllr.
- DCs Beaney and Wilson will discuss how they are going to manage their workloads with their Parish Councils and report back.

52. **CORRESPONDENCE:-**

West Oxfordshire District Council:-

- **None**

Oxfordshire County Council:-

- **TTRO Temporary Road Closure, Enstone along the B4030 from 2nd September to 6th September** - noted

Other:-

- **Parish Survey – updates regarding traffic calming:-**
 - a) Cllr. Glendinning reported that the proposed sign on the A44 from the Oxford direction is not wide enough to fit under the current sign post and that Signway do not recommend this. A further three designs were circulated prior to the meeting and it was agreed to have the proposed sign widened to fit exactly underneath the current green sign. This was agreed and to also include the emblem of the Hoar Stone.
 - b) Quotes for pavements – following the Parish Survey, Cllr. Knott had undertaken a site visit with a member of OCC regarding pavements along the remainder of Coxs Lane, the Charlbury Road up to the Fulwell junction and Clay Hill Close. Quotes are awaited.
- **ENCON Survey & letter from resident re: Enstone Airfield's recent retrospective planning applications:-**
 - i) On the WODC's planning portal, there are complaints from residents regarding the recent retrospective planning applications. ENCON had also undertaken a recent survey about the airfield. Cllr. Lee commented that this was a focussed survey to highlight concerns regarding the airfield.
 - ii) Cllr. Ward did not complete the survey as there was no opportunity to give your own opinion, nor did he feel that traffic had increased around the airfield.
 - iii) There was concern that planes were flying before 9.00 am on a Sunday morning, with evidence of this occurring.
 - iv) Cllr. Knott commented that no residents had attended the meeting when the planning applications were discussed to raise any objection.
 - v) Cllr. Johnson reiterated that there was nothing wrong with the planning applications except that they should not have been retrospective. It is important to address the rules and regulations with WODC.
 - vi) Cllr. Shaw explained that the letters from the residents mixed up two separate issues – they concentrated on the amount of flying that was taking place which is separate from the planning applications. It should be remembered that this is a working airfield and the Parish Council should support local businesses. It is regrettable that they were retrospective planning applications.
 - vii) Cllr. Knott suggested that the Parish Council contacts WODC to clarify the conditions and rules of the three runways. There are unrestricted rules on the grass runway.

- viii) Cllr. Lee explained that the Parish Council needs to understand the current rules and if any business at the airfield is breaking these, they should be held to account. There needs to be a discussion between the Directors of the airfield, the Parish Council and residents.
 - ix) DC Andrew Beaney commented that he must consider every planning application on its individual merits by addressing local planning policies. As a District Councillor he would be unable to work with ENCON as this would show a vested interest. DC Beaney suggested that all groups are invited to an open meeting – he would be able to listen but not comment.
 - x) It is important that the Parish Council works with the airfield and work with the objectors and supporters of the airfield.
- **Heythrop Park** – Cllr. Knott explained that Heythrop Park remains open until September/October.
 - **Sports Club Lease Renewal September 2023** – This will be addressed in February 2022.
 - **Came & Co. Insurance** – All the renewal documents had been circulated to all members.
 - **CPRE – Oxfordshire Plan 2050** – The plan had been circulated to all members.
 - **OALC, April's Update** – The update had been circulated to all members.
 - **Windrush Valley Traffic Action Group** – The recent report had been circulated to all members. The clerk will forward this to CC Geoff Saul.
 - **Green Gym** – Cllr. Parker has requested that the Parish Council funds £150.00 towards the clearing of the pond at Gagingwell. Cllr. Johnston suggested that a management plan for the pond is requested and the clerk will contact Cllr. Parker for this. Ditchley Park will contact Cllr. Knott once the trees around the hoar stones have been cut down. The Parish Council will then contact Ditchley Park and the Green Gym to arrange for this area to be cleared. Cllr. Shaw requested that the Green Gym works at the Tew Crossroads and this was agreed at a cost of £150.00.
 - **Lidstone corner** – (item chaired by Cllr. Shaw). Following two recent car accidents at the Lidstone Road junction & Lidstone, Oxon County Council has agreed that further chevrons at the bend are required. Oxon County Council also suggested that the hedge at this bend is cut down to improve visibility at the junction; the owner of this hedge is Cllr. Knott. After discussion, it was agreed that the chevrons will improve safety at the junction. Cllr. Knott already cuts down the road sides on a yearly basis and the hedge is trimmed back.
 - **Lidstone** – Residents had contacted the Parish Council regarding lorries damaging properties and verges as they travel through the hamlet of Lidstone and request that improved signage be installed. Cllr. Knott proposed that at the next meeting, quotes for two bigger “Not Suitable for HGVs” and “No passing places for ¾ mile” signs are obtained.
53. **Planning Applications:-**
- **Springfield, Bicester Road, Enstone, 21/00871/FUL** - Separation of annexe from dwelling to form a separate self-contained dwelling. Erection of car port with ancillary accommodation and associated landscaping alterations. Enstone Parish Council objects to this planning application.
 - **Serenity Park, Lidstone, 21/01134/HHD** (Cllr. Shaw Chaired this item) - Proposed erection of an orangery – No objection

- **The Olde Shop, The Mount, Oxford Road, Enstone, 21/01278/HHD** - Formation of vehicular access and off street parking. Enstone Parish Council objects to this planning application.
- **17 Litchfield Close, Enstone, 21/01564/HHD** - Proposed single storey rear extension with associated external works. No objection
- **Soho Farmhouse, Great Tew, 21/01576/S73** - Variation of condition 2 of planning permission 20/03562/FUL to allow changes to the siting, design and appearance of the huts, together with changes to the landscaping scheme. No objection

Decisions Received:-

- **None**

54. **Finance:-**

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

• Mrs Beth Sinclair	£850.76
• NEST Pension Scheme (er)	£26.30
• NEST Pension Scheme (ee)	£35.06
• Zoom	£14.39
• Came & Co., insurance	£508.42
• Thomas Fox (2 of 7)	£876.00
• Thomas Fox, Parish Hall (2 of 7)	£156.00
• Westcotec Ltd	£9,612.00
• Robelec Ltd	£1,303.20
• TWM Traffic Control Systems	£7,147.23
• OALC training Roles & Responsibilities	£120.00
• Astral Accountancy Serviced Ltd, internal audit report	£300.00

Received:-

• Enstone Parish Hall, towards grass cutting	£250.00
• Bank Interest	£42.40
• OCC, grass cutting grant	£1,023.77

b) **Internal Audit Report from Astral Accountancy**

The internal report for the 2020/2021 financial year had been received, with no queries to report. The clerk was thanked for all her hard work with this.

c) **Annual Governance and Accountability Return 2020/21 (AGAR) – Accounting**

Statements 2020/2021 – The Accounting Statements were recorded as a true record and the Chair & Responsible Financial Officer will sign these. The AGAR will then be posted to the External Auditor, Moore.

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

- Thursday 24th June – PC Meeting at The Parish Hall
- Thursday 29th July - Parish

There being no further business the meeting ended at 9.45 pm and the chair thanked everyone for attending.