

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

Held in the Main Hall at Enstone Parish Hall on Thursday 29th July 2021 at 7.15 pm.

PRESENT: Parish Councillors N. Knott (Chair), P. Shaw, C. Glendinning, A. Ward, R. Parker, D. Rowbottom (until 8.30 pm), P. Johnson, T. McMillan, District Cllr. Andrew Beaney, County Cllr. G. Saul (until 7.45 pm) and seventeen members of the public

APOLOGIES: Cllr. A. Lee (working out of area); no apologies from Cllr. T Gilbert were received

IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk, Mr. Jason Tait re: Chapel Lane planning application and Mrs. Jessica Markham re: Baby & Toddler Group

67. **DECLARATIONS OF INTEREST & MEMBERS' REGISTER OF INTERESTS** – Cllr. N. Knott declared an interest in Item 10 (Broad Close, Little Tew Road).

68. **MINUTES OF THE PREVIOUS MEETING:-**

- The minutes of the Parish Council meeting held on 24<sup>th</sup> June will be approved and signed at August's meeting.

#### **PROPOSED PLANNING APPLICATION – LAND AT CHAPEL LANE/RODD'S CLOSE:-**

Mr. Jason Tait attended the meeting to update the Council and residents on the proposed planning application. There will be eight dwellings and it will be an outline planning application. There will be public space that could be dedicated to the Parish Council and parking adjacent to the shop. The senior planner at WODC and Highways' Officer at OCC had visited the proposed site and explained that the scheme is compliant with policy and requested further information on the nature and range of proposed houses. The outline planning application will be submitted in six to eight weeks' time.

- Queries from residents included whether there is sufficient parking, concern regarding increased traffic along Chapel Lane which is very narrow and whether the car park should be a "drive in" car park.
- The Parish Council needs to consider the green land very carefully.
- Mr Tait was thanked for attending and the updated plans will be put onto the parish website.

#### **BABY & TODDLER GROUP:-**

Mrs. Jess Markham updated the Parish Council on her plans to reinstate the Baby & Toddler Group. The business plan had been circulated to all members prior to the meeting. It was agreed that the Parish Hall would be the best place for the group. The group will be covered by the Parish Hall's insurance, including public liability, as it is not being run for commercial gain. The group will also fund raise throughout the year. The monies needed to start up the group would be circa £100.00 and the Parish Council unanimously agreed to fund this.

#### **DEFIBRILLATORS – ENSTONE – FUND RAISING:-**

- Mrs Anita Rowsell attended the meeting regarding defibrillators. Following the recent Euros 2021, when a footballer collapsed on the pitch, several residents have expressed their willingness to set up a Go Fund page for a defibrillator to be sited in Church Enstone.
- It is noted that the defibrillator outside Enstone House does not appear to have the code marked on it and the clerk will contact the Ambulance Service concerning this.
- The clerk will obtain posters that can be displayed onto the noticeboards, indicating where the defibrillators in the village are located. There is currently one outside Enstone House and one at the sports club, but this is only available when the sports club is open.

69. **MATTERS ARISING FROM PREVIOUS MINUTES:-**

- *Playing Field Questionnaire* – ongoing
- *Cleaning away graffiti from bus shelters* – Cllr. McMillan was thanked for undertaking this
- *Audit of litter bins* – Cllr. Glendinning was thanked for undertaking this audit for the District Council. It is noted that several new bins have been installed.

- *Caravan, Green Lane* – CC. Saul had investigated this further and it seems that this problem has been ongoing for ten years. No-one will claim responsibility for owning the piece of land and political pressure is the next course of action to be taken. Noted.
- *PCSO for Enstone* – It is confirmed that Enstone Parish Council has no named PCSO and has been asked to contact Chipping Norton Police Station. Noted
- *Grass Cutting, corners of Radford junction and B4022* – ongoing
- *Pavements* – Further quotes to be obtained

70. **PUBLIC DISCUSSION:-**

- *Enstone Pre-School reopening* – Enstone Primary School is taking on the management of Enstone Pre-School from September 2021 and the Parish Council congratulated the school on this.
- *Repair of The Planks* – OCC has confirmed that the repair of The Planks will take place from 31st August, depending on the weather. The Parish Council has budgetted £5,000.00 towards these repairs.
- *Green Gym* – The work at Gagingwell has now been completed and the Green Gym will work at the Tew Crossroads in September.
- *Springfield House, Bicester Road* – Two residents attended the meeting to thank the Parish Council for objecting to this planning application. No communication had been received from WODC and DC Andrew Beaney will investigate this. Cllr. Ward commented that the yellow sign had been placed on the inside of the gate of the property.
- *Enstone Airfield* – two residents attended the meeting concerning the increased intrusion of noise at their home, as a result of activities at Enstone Airfield. Cllr. Knott explained that the grass runway has no restrictions on it and as it is an unlicensed airfield, the Civil Aviation Authority cannot advise. Cllr. Shaw explained that the Parish Council is very aware of the concerns of residents and is awaiting a report from WODC, the regulator of the airfield.
- *Tree on The Green* – Cllr. Parker explained that the stake has rotted away and a new one is required. Cllr. Shaw will look into this.
- *Ivy at the Hoar Stones* – Cllr. Parker is concerned about the ivy that had been cut back as the site now looks unsightly. Cllr. Knott will seek an update as to when the trees will be cut down so that the site can be then tidied up.

**CLIMATE CHANGE:-**

- Disappointingly, only one resident has responded to the request in the Ensign to be involved in a working party dealing with climate change. There are now three Parish Cllrs. and two residents on the working party.
- Cllr. Ward explained that he had met with a resident to discuss the way forward. A report had been circulated to all members.
- Litter picking was suggested but dismissed as there was currently too much growth. The litter picking campaign could not be done earlier in the year due to Covid restrictions.
- Protection of verges with wild flowers – the clerk will obtain information regarding grass verges as this is Highways' land.
- Electric car charging points – Could the PC install an electric car charging point at the Parish Hall? Currently, this would be ineffective as the gate is locked. Cllr. Johnson explained that the Parish Hall Management Committee will discuss this idea.

71. **PARISH HALL:-**

- Cllr. Johnson explained that the hall is going well and the committee will discuss having an electric charging point installed in the car park.

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

- *The Bunds – Shooting School* – CC Geoff Saul reported that a further formal planning application will be submitted to extend the date of compliance. The Environment Agency is continuing to investigate the matter and will be a formal consultee in the planning process. Enforcement action by Oxfordshire County Council remains under review. A resident questioned why the work had stopped and it was explained that some of the bunds had been made with unlicensed soil.
- *Caravans Green Lane* – As the caravans are situated on the verges, there is a query as to whether they are situated on private or Highways' land. CC Geoff Saul explained that this situation has been ongoing for more than ten years and the next stage would be political pressure.

- *Wig Wag Signs Enstone Primary School* – There is no budget at OCC for upgrading the current wig wag signs.
- *Tracey Farm* – Two separate retrospective planning applications, one for the quarry and infill and the second for the unauthorised mineral processing activities on the runway at the eastern end of Enstone airfield, are to be submitted.
- *Weight Restriction Burford Bridge* – A final decision will be made in January/February 2022 – the current data reveals that there has been no reduction in HGVs through Burford as a result of the restriction but there has been an increase in the number of HGVs travelling along the A44 through Enstone.
- *20 mph signs* – The County Council's budget includes the introduction of 20 mph speed limits for all Town and Parish Councils and the County Council is working with the group *20 is plenty*. A resident queried whether the OCC will also be working with Thames Valley Police (TVP) on this initiative - CC Geoff Saul confirmed that TVP will be working with OCC although they are not enforcing the 20 mph speed limits in Chipping Norton.

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

- DC Andrew Beaney had nothing further to report.

74. **CORRESPONDENCE:-**

West Oxfordshire District Council:-

- *Council submits multi-million pound Government funding bid to help improve travel across the district and boost local employment* – Noted
- *Youth in West Oxfordshire* – the Clerk will submit this questionnaire
- *Grant Funding for Community Organisations* – this relates to a Grant to help support residents who need help during the pandemic. Noted.

Oxfordshire County Council:-

- *TTRO (T9260) Temporary Road Closure, Radford* – this work commences on 18th October. Noted
- *Winter Preparedness* – No further salt or bins are required. Noted.

**Other:-**

- **Traffic Calming** – Updates:-
  - a) *Lidstone – improved signs* – The Parish Council approved the funding of improved signage (replacing the existing sign), costing £366.00 (incl. VAT).
  - b) *Replacement of Wig Wag signs* – The Parish Council approved the funding of £1,800 + VAT towards the replacement of the wig wag signs.
  - c) *Installation of village signs along the A44 & speed signs* – Cllr. Glendinning confirmed that the new village signs will be installed in early August and the solar speed signs are to be installed on or around the 16<sup>th</sup> August. Cllr. Glendinning was thanked for all her hard work with this. Several Councillors will help with the installation of the village signs and have been advised to wear high visibility jackets for this.
  - d) *Enstone Primary School – Parking* – Cllr. McMillan explained that the school parking is much improved and was thanked for her help with this.
- **Enstone Cemetery** – An email had been received from a resident concerning the overgrown vegetation at the back of the cemetery. This will be discussed with Revd Mark Abrey once he returns from his sabbatical and also at the Finance Meeting in November.
- **Parking on Verges, Oxford Road** – There appear to be three cars permanently parked on the verge opposite the new build. The builder has agreed to turf the area. After discussion, it was agreed that the clerk will contact OCC with regard to its policy on climate change and protecting verges. It was suggested that planters are placed along the verge.
- **Chipping Norton Theatre, donation** – It was agreed to donate £100.00 towards Chipping Norton Theatre.
- **OALC:-**

- I. June's Update – This had been circulated to all members. Cllr. Knott attended the recent AGM and a petition has started regarding changing the rules on how Parish Councils can deal with bullying. The Chair had circulated the link to all members.
  - II. Experienced Councillor Training – Cllr. Glendinning attended this useful meeting and circulated the information to all members.
  - III. Council Meetings after 19<sup>th</sup> June – All Councils must meet in person.
- **Oxfordshire Plan 2050, CPRE(Campaign to Protect Rural England)** – An online event takes place on 19<sup>th</sup> August at 7.00 pm. This clashes with the Parish Council's meeting and the clerk will send apologies.
  - **Public Footpaths – Right of Way issues** – A resident requested that the Parish Council displays information in the Ensign magazine regarding public footpaths and right of way issues. It was agreed that the clerk will put an article into the Ensign magazine explaining that if a footpath goes across private land, the owner of the land is responsible for keeping the footpath clear of overgrown vegetation.
  - **Gigaclear & new bench, Cleveley Road** – Gigaclear has started work in the area. The bench nearby has been damaged, although this was not the contractors. Cllr. Parker agreed to try and repair the bench.
  - **WiVTAG Appeal Document A361** – Cllr. Glendinning had compiled a letter on behalf of the Parish Council and forwarded it to OCC requesting that the weight restriction at Burford be lifted.
  - **Warner Leisure – Transport Plan** – Cllrs. Ward and Knott had attended a site meeting with the Warner Leisure regarding the transport plan. It was agreed that construction traffic coming from Chipping Norton will travel along the Bicester Road and construction traffic coming from Oxford will drive along The Drive. There will be allotted times for deliveries. This plan should prevent construction traffic going through Church Enstone. Enstone Parish Council will be closely monitoring the situation and report to Warner Leisure, if required.

75. **Planning Applications:-**

- **Enforcement Reference: 21/00087/PENF - Oxfordshire Sport Flying Club, Enstone Airfield** - Alleged unauthorised vehicular access x 2 on Green Lane - Information
- **OCC Site Visit Report - 21/02022/FUL - Enstone Hangars, Enstone Airfield** - No objection subject to a legal agreement regarding the possible encroachment. DC Andrew Beaney will liaise with CC Geoff Saul regarding this agreement.
- **Broad Close, Little Tew Road, Church Enstone - 21/02186/LBC & 21/02185/HHD** - Demolition of existing porch. Construction of a single storey garden room to north elevation. Internal alterations to remove modern partition walls and block off two existing windows - No objection
- **Church Cottage, Church Enstone, 21/01988/HHD & 21/02141/LBC** - Conversion of existing barn to create store and games room ancillary to main dwelling - No objection
- **Enstone Pre-School, Oxford Road, Enstone, 21/02143/S73** - Non-compliance of condition 1 of permission 12/0080/P/S73 to allow the building to be used by Enstone Pre-School for a further 7 years (retrospective) - No objection
- **Woodford Cottage, Banbury Road, Enstone, 21/02268/HHD** - Erection of a replacement ancillary store with home office and accommodation - No objection
- **The Great Barn, Oxford Road, Old Chalford, 21/01964/LBC** - Internal alterations to Great Barn (listed) - No objection
- **Church Enstone Hall, Little Tew Road, Church Enstone, 21/02346/HHD** - Conversion of existing domestic outbuilding to garden pavilion comprising gym, sauna, steam room, loggia bar & changing facilities. Provision of gravel track - No objection but Parish Council requests an archaeological report
- **26 The Paddocks, Enstone, 21/02536/FUL** - Erection of detached dwelling together with associated works and provision of access - No objection

Decisions Received:-

- **Enstone Poultry Farm, Banbury Road, Enstone, 21/01881/S73** - Change of condition 2 to allow erection of new boiler for 16/03754/FUL - *Approved*
- **Christmas Cottage, Church Enstone, 21/01900/HHD** - Two storey side extension - *Approved*
- **4 Venvell Close, Enstone, 21/01803/HDD** - Replacement of conservatory roof - *Approved*
- **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 Rd and new access for the proposed dwellings, with parking layout and landscaping scheme (some matters reserved) - *Withdrawn*

76. **Finance:-**

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

• Mrs Beth Sinclair	£858.39
• NEST Pension Scheme (er)	£26.30
• NEST Pension Scheme (ee)	£35.06
• Zoom	£14.39
• Clean Slate	£100.00
• Thomas Fox, grass verges, 4 of 7	£876.00
• Thomas Fox, Parish Hall 4 of 7	£156.00
• Enstone Parish Hall, rent	£22.50
• Netwise, website fees	£360.00

*It was agreed to cancel the monthly subscription with Zoom*

Received:-

- Parish Hall Management Committee, towards website honorarium £250.00

- b) **Statement of Affairs to 30.6.2021** – Having been circulated to all members prior to the meeting, the Quarterly Statement of Affairs from 1.4.2021 to 30.6.2021 were unanimously approved at the meeting.

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

- Thursday 19<sup>th</sup> August – Parish Hall
- Thursday 30<sup>th</sup> September – Parish Hall

Cllr. Knott thanked everyone for attending and the meeting finished at 9.40 pm. Concern was raised that no communication had been received from Cllr. Gilbert for several weeks and he had not attended the meeting or sent apologies. The clerk will contact Cllr. Gilbert.