

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

Held in the Litchfield Room at Enstone Parish Hall on  
Thursday 30<sup>th</sup> September 2021 at 7.15 pm.

PRESENT: Parish Councillors N. Knott (Chair), T. Gilbert, P. Shaw, C. Glendinning, A. Ward, R. Parker, P. Johnson, District Cllrs. Andrew Beaney & Alex Wilson and three members of the public  
APOLOGIES: Cllrs. D. Robottom, T. McMillan, A. Lee & CC Geoff Saul  
IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk, Pamela Woolcock, Treasurer from Enstone Playing Fields Association

93. **DECLARATIONS OF INTEREST & MEMBERS' REGISTER OF INTERESTS** – There were no declarations of interest declared.

94. **MINUTES OF THE PREVIOUS MEETINGS:-**

- The minutes of the Parish Council meetings held on 19<sup>th</sup> August and 16<sup>th</sup> September, having previously been circulated, were read, approved, and signed by Cllr. Knott. The minutes from 19<sup>th</sup> August were corrected regarding 7 Cleveley Road, Enstone.

**UPDATE FROM ENSTONE PLAYING FIELD ASSOCIATION:-**

- Ms Pamela Woolcock was welcomed to the meeting to update the Parish Council on the refurbishment of the playing field.
- The current playing equipment is circa 20 years old.
- WODC confirmed that no planning applications were required.
- The refurbishment commenced on 20<sup>th</sup> September and will last for eight weeks. The play park area will also be renovated. The new equipment for infants and primary school children will be installed by 15<sup>th</sup> November and a celebration event is being planned by Friends of Enstone School.
- More volunteers are required to maintain the field and play equipment – Cllr. Glendinning agreed to help and was thanked for this.
- Phase 2 will be for adult gym equipment and the Parish Council explained that S106 monies from the new development in Enstone have been reserved towards "recreation facilities in the parish". DC Andrew Beaney will confirm the amount and the clerk will contact Pamela.
- Cllr. Shaw queried how the equipment is being funded and is the insurance for the play equipment covered by the EPFA? Ms Woolcock explained that funds have been raised from fifteen years' worth of rent from Oxfordshire County Council – the school hall at Enstone Primary School is owned by EPFA and OCC pays rent until 2063. Fields in Trust insure all the fields in the Country.
- General discussion took place regarding several vehicles that are permanently parked in the school car park and how can this be addressed? The school car park is owned by EPFA. Cllr. Johnson explained that the Parish Hall Management Committee had offered the use of the Parish Hall car park during the school run but no parents/carers took up this offer.

**HEDGEHOG SIGNS:-**

- A resident attended the meeting concerned about the demise of hedgehogs along the A44 in Enstone. Mr. Hugh Warwick from the British Hedgehog Preservation Society also attended the meeting to advise on how villagers can help hedgehogs.
- It was recognised that this is a problem and the latest police survey confirmed that many vehicles speed through the village.
- Cllr. Shaw queried when there were the most casualties. Mr. Warwick explained that August and September is the breeding season when many of the hoglets die whilst crossing the road.
- The County Council has confirmed that two posters can be erected along the A44 and Mr. Warwick and the resident will contact the clerk with suggested ideas of where to place the signs.

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

- Cleaning graffiti – ongoing
- Repair of bench on the Cleveley Road – ongoing
- Caravan – Green Lane – ongoing
- Parking on verges along A44 – the clerk will contact Cllr. Robottom regarding this
- Defibrillator training – the clerk confirmed that the volunteer for fund raising for two further defibrillators is unable to take this further due to work commitments. The clerk had contacted the paramedic and parish hall administrator, asking them to liaise regarding a date for training.
- Repair to planks – this takes place on 18<sup>th</sup> October
- Gigaclear – there have been several complaints concerning this project with work being carried out before residents have been informed both at The Spinneys and along The Drive. Cllr. Johnson expressed concern that Chapel Lane will be closed for a month but DC Andrew Beaney explained that this has occurred in several other parishes, when the works subsequently took two weeks. It was reported that the workmen only work from 9.00 am until 2.00 pm.

96. **PUBLIC DISCUSSION:-**

- Cllr. Knott reported that Mr. Keith Butler, Monitoring Officer at WODC for over 25 years, has retired. The clerk had emailed Mr. Butler to thank him for all his hard work – an email was received two days before his retirement.
- S106 seminar – WODC – Cllrs. Glendinning and Shaw attended this online workshop, as did the clerk. There is new software for all S106 projects to improve communication and administration. Cllr. Shaw explained that Enstone Parish Council needs to draw up a list of what is required within the parish from future S106 monies and the clerk confirmed that quotes were required to be submitted to the WODC Planning Department by the closing date of the planning application. Even if the Parish Council objects to a planning application, it needs to submit what S106 monies are required, should the application be approved. The presentation from the workshop will be circulated to all members, once received from WODC.
- Cllr. Knott explained that the clerk had spoken to a resident recently and discussion took place on how the parish council can help the vulnerable and elderly, particularly following the Covid pandemic. It was agreed that the clerk will write an article in Ensign.
- Cllr. Gilbert thanked the Parish Council for the recent card following his recent bereavement.
- Cllr. Gilbert reported that Robert Courts, MP, was now Minister of Aviation and had visited him at the airfield.
- Cllr. Johnson reported that a pupil in Enstone is helping keep the village clean by clearing up litter as part of his Duke of Edinburgh Award. Cllr. Parker also confirmed that a pupil Gagingwell is undertaking similar work and keeping the pond clear. The clerk will write in the Ensign thanking all pupils for their voluntary work within the parish.
- Cllr. Shaw reported fly tipping along the B4030 opposite the entrance to the airfield industrial estate and it appeared to be asbestos. Cllr. Knott explained that there was also asbestos in the woods next to the bridleway, off the Charlbury Road, that had been present for many years. The clerk will report this.
- The clerk had circulated an email from the Green Gym confirming its work at the B4030 Tew Crossroads, where ten bags of litter had been collected. The clerk will arrange for these bags to be collected by WODC.
- Car accident – A44/Bicester Road junction. Cllr. Knott explained that there had been a recent car crash, with several cars involved, and the clerk will contact the PCSO at Chipping Norton for further information.

97. **PARISH HALL:-**

- Following the last meeting, the clerk had contacted OALC regarding advice for an electric charging point at the parish hall. Cllr. Knott had also contacted Worths Garage regarding an electric charging point and how the parish council can contribute towards this. Mr. Worth explained that quotes for one charging point (for fast charging) ranged from £20K to £30K and for a charging point that takes up to four hours, circa £1,200.00.
- Further discussion took place when it was agreed that the parish hall car park was not the correct place for a charging point.

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

- CC Saul had emailed the Chair just before the meeting regarding the Burford Environmental Weight Restriction. The County Council will be undertaking road surveys between 18th October and 24th October. This includes the A44 between Chipping Norton and Woodstock.

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

- DC Wilson will circulate the notes from the S106 workshop to the clerk.

100. **CORRESPONDENCE:-**

West Oxfordshire District Council:-

- *Town & Parish Forum, 4th November* – workshop on community responses in the context of Covid. Enstone PC will send its apologies but will suggest that a forum for Town & Parish Councils to meet with the WODC be arranged.

Oxfordshire County Council:-

- *Breach of Condition Notice – Grew Tew Ironstone Quarry.* Cllr. Gilbert confirmed that lorry movements were still taking place daily and Cllr. Ward explained that the mound of soil could now be seen at Soho Farmhouse. The clerk will contact CC Geoff Saul concerning this.

**Other:-**

- **Enstone Playing Field reburishment** – as above
- **Oxford-Cambridge Arc public consultation** – Cllr. Shaw will draw up a report for circulation to all members. The deadline for submission is 12<sup>th</sup> October. It includes topics including economic growth, connectivity, the environment, transport, infrastructure and biodiversity.
- **Oxfordshire Plan 2050** – Cllrs. Glendinning, Ward and Shaw met to discuss this and provide a report. This was circulated to all members prior to the meeting and agreed. The clerk will forward it to Oxfordshire County Council.
- **Climate Change** – It was agreed that the Climate Change Working Group can hire the Litchfield Room for further meetings, at the expense of the Parish Council. Cllr. Ward will be contacting ENCON which is going to work with the working party on climate change issues within the parish.
- **Windrush Valley Action Traffic Group** – An updated report had been circulated.
- **Thames Water** – Road closures – works to repair the damaged pipe at at Enstone pumping station will commence in November. The clerk will check whether Gigaclear will be working at Church Enstone during this time regarding road closures.
- **Street Names** – Large Development Land South of Oxford Road, Enstone. The clerk had contacted residents in neighbouring properties, requesting names for the street names. It was agreed to name the streets John Acres Close and then either Benfield or Taplin Road.
- **OALC, August's update** – This had included information on climate change and Cllr. Knott commented on the information from TOE Trusts for the Oxfordshire Environment which included planting trees and bus services. Cllr. Parker explained that the Enstone Relief in Need Charity was investigating planting trees at the allotment site but the Forestry Commission confirmed that the proposed area is insufficient.

Traffic Calming:-

- **Speedwatch by Police in Enstone** – A recent speedwatch survey at the bus stop opposite Worths Garage demonstrated a high volume of speeding traffic and these campaigns will continue. There were circa 150 vehicles during the hour, of which 39 vehicles were speeding. Thames Valley Police confirmed that Enstone had the highest number of speeders that day.
- **Speedwatch on the Lidstone Road & Coxs Lane** – It was agreed that Cllrs. Knott & Parker would survey the Lidstone Road and Coxs Lane to count the number of speeding vehicles. Cllr. Glendinning will contact the police to confirm that Parish Councils are able to restart using the speedwatch equipment.
- **Existing 300 m flashing sign** – It was agreed that the existing 300 m flashing sign that was positioned on the A44 will eventually be transferred to Coxs Lane. This sign can only function with electricity and not solar power.
- **White Lines** – Cllr. Knott queried why the white lines at the Litchfield Road junction and outside the village shop had not been painted. The clerk will contact Highways regarding this.

- **Signway invoice following repair of cable** – It was agreed that as the invoice was addressed to Signway and not Enstone Parish Council, that the Parish Council will pay when it receives an updated invoice addressed to Enstone Parish Council.
- **Wig Wag Signs** – The new school flashing signs have been installed but are not currently working. Cllr. Glendinning will contact OCC.
- **Robolec – solar powered speed signs** – These will be installed along the A44 (from Chipping Norton to Enstone) shortly. Cllr. Glendinning was thanked for all her help.
- **Bus Shelter – Litter** – A resident had contacted the Parish Council, concerned about the amount of litter collecting within the bus shelter outside the village shop and stone fragments on the opposite side of the road, at the site of the retaining wall. Cllr. Parker will investigate further and Cllr. Glendinning will seek out the volunteers who agreed to help with litter picking in the parish survey.
- **Steeple Barton & Westcote Barton Parish Councils** – The Parish Council had been contacted requesting support for a 50 mph speed restriction limit from Hopcroft's Holt Service Station through to the Enstone Parish Boundary. This was agreed and the clerk will respond.

101. **Planning Applications:-**

- **Southcombe Farm, Oxford Road, Southcombe, 21/02933/HHD** - Rear two storey extension with internal alterations – No objection
- **Fulwell Farm House, Fulwell, 21/03038/HHD** - Erection of single storey link extension along with the conversion of existing outbuilding – No objection

Decisions Received:-

- *26 The Paddocks* - Erection of detached dwelling together with associated works and provision of access - Approved
- *Church Enstone Hall* - Conversion of existing domestic outbuilding to garden pavilion comprising gym, sauna, steam room, loggia bar & changing facilities; provision of gravel track - Approved
- *Enstone Airline Hangars* - Provision of car park to the North side of maintenance hangar accessed from 'Green Lane' - Approved
- *Cleveley Mill, Cleveley* - Relocation of access to accommodation and renovation of first floor including addition of internal insulation - Approved

102. **Finance:-**

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

• Mrs Beth Sinclair	£946.24
• NEST Pension Scheme (er)	£26.30
• NEST Pension Scheme (ee)	£35.06
• OALC, training, planning x 3 PCs	£180.00
• Microsoft, yearly subscription	£59.99
• Team Knowhow, cloud storage, subscription	£50.00
• Signway Supplies, Lidstone signs	£299.46
• Kopyrite, leaflets re: pre-school	£60.00
• Thomas Fox, 6 of 7	£876.00
• Thomas Fox, Parish Hall	£201.00
• Ubico, dog bins	£50.08
• Moore, External Audit	£240.00
• Southern Electric, <b>not paid</b>	£1,430.40

b) Received:-

- WODC, Precept £16,607.00

- c) **Moore, External Audit Report & Notice of Conclusion of Audit** – These had been circulated to all members and the clerk was thanked for all her hard work with this.

103. **Dates of Next Meetings in Enstone Parish Hall at 7.15 pm:-**

- Thursday 28<sup>th</sup> October – Parish Council
- Thursday 18<sup>th</sup> November – Finance Meeting
- Thursday 25<sup>th</sup> November – Parish Council
- Thursday 16<sup>th</sup> December – Parish Council

Cllr. Knott thanked everyone for attending and the meeting finished at 9.10 pm.