

Minutes of the Parish Council Meeting held on Monday 1st October 2018 in the Village Hall

Present:

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| Charles Mathew | (CM) | Chairman |
| Matthew Judson | (MJ) | Councillor - Vice Chairman |
| Graham Dixon-Brown | (GDB) | Councillor |
| Jose Eaton | (JE) | Councillor |
| Joe Deane | (JD) | Councillor |
| Trudi Gasser | (TG) | Parish Clerk |

In Attendance: 7 Members of the public

| MIN REF | ITEM |
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| 18/105 | APOLOGIES FOR ABSENCE |
| | Steve Good (SG) WODC District Councillor Hilary Fenton (HF) WODC District Councillor |
| 18/106 | DECLARATIONS OF INTEREST |
| | <ul style="list-style-type: none"> CM owns property near the Leys, the Green and the School |
| 18/107 | APPROVAL OF MINUTES OF 3rd SEPTEMBER 2018 |
| | <p>The Minutes were approved.</p> <p>Matters arising: 18/095 – Eva Rogers was due to inspect the condition of trees on the Small Green during the past weekend.</p> <p>18/089 - CM reported that contact has been made – permissions were required prior to work commencing, which would take 3-4 weeks.</p> |
| 18/108 | REPORTS FROM DISTRICT/COUNTY COUNCILLORS |
| | <p>DISTRICT: No DC's present, CM reported that the WODC Local Plan had been approved and adopted.</p> |
| | <p>COUNTY: CM confirmed OCC has a New Chief Executive, who is also the CE for Cherwell DC. The government has recently announced that grants would be reduced by 33%, which will potentially result in less services and more council tax.</p> |
| 18/109 | PLANNING |
| | <p>APPLICATION NO: 18/02542/S73 PROPOSAL: Variation of conditions 2 and 5 of planning permission 18/00853/HHD to allow the footprint of the approved garage to be adjusted and the insertion of front and rear dormers to enable the first floor space to be used as a gym.</p> <p>APPLICATION NO: 18/00853/HHD PROPOSAL: Erection of single storey rear extension to replace existing conservatory and new side extension (to replace existing garage) to create additional accommodation over two floors. Construction of front entrance porch and ground floor rear bay window. Various hard and soft landscaping works and erection of</p> |

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| | <p>detached two-bay garage.</p> <p>The application had been circulated to Councillors, there are no objections, but the following comments would be made:</p> <ul style="list-style-type: none"> • No workmen parking on Sutton Road during construction • Garage to be used as such and not as separate residence • Concern that site becomes overbuilt? <p>It was confirmed that the Airfield planning application is now live on the WODC planning portal, the application will not be heard at Lowlands despite a request for it to be heard by the Chairman.</p> |
| 18/110 | QUESTIONS FROM MEMBERS OF THE PUBLIC |
| | <ol style="list-style-type: none"> 1. It was resolved to close the meeting to take questions (see appendix). 2. It was resolved to reconvene the meeting. |
| 18/111 | VILLAGE HALL CAR PARK |
| | <p>TG provided an update regarding the quotes for the Village Hall Car Park resurfacing:</p> <ul style="list-style-type: none"> • G Hill & Sons LTD - Quote received • Fergal Contracting Co Ltd - Quote received • Lambourn Resurfacing – were due to visit site on Friday to provide a quote – it was reported that a visit had been made on Monday (today), TG to chase quote. <p>GDB expressed concern regarding the cost, especially as the current surface was holding up very well and suggested that the attention should be paid to the entrance and drainage, which are the problem areas. GDB proposed that quotes are obtained for suitable drainage and work on the entrance – JE seconded, 3 voted in favour, 2 against – it was resolved that TG would obtain quotes.</p> <p>It was agreed that quotes, when received, would be circulated prior to the next meeting, with a view to being in a position to go to consultation with the parish providing the options and cost implications of both the total resurfacing and attention to the problematic areas.</p> |
| 18/112 | MAINTENANCE |
| | <p>MJ reported that the PC had accepted the offer of a 'Tree for remembrance' from OCC – there is a possibility of further trees. Suggestions were welcomed for the planting locations of the tree(s).</p> <p>MJ pointed out that consideration should be given to maintenance and refurbishment of memorial benches when they are agreed by the PC. It was also confirmed that the fence around the village hall car park would need attention.</p> <p>The Leys footpath would be repaired in the very near future, materials had been purchased.</p> <p>MJ proposed that the stepping stone logs on the Leys be removed, as they were not secure – all agreed.</p> |

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| | <p>TG reported that the playground safety inspections would be taking place in November – MJ confirmed that all repairs had been completed.</p> <p>A complaint had been received regarding the state of the cemetery, TG confirmed that a reply had been sent following discussions with Mick Hill. CM proposed that a notice be displayed in the Cemetery stating that the PC were responsible for the upkeep and any issues should be reported to the Clerk – all agreed. It was resolved that TG create and erect a notice.</p> |
| 18/113 | 2019/20 BUDGET |
| | No items were suggested for the budget by councillors, the potential cost of the car park resurfacing would be budgeted when known, TG to prepare a draft budget for next meeting. |
| 18/114 | REPORTS FROM PARISH COUNCILLORS |
| JE | Nothing to report |
| MJ | MJ reported that the Sea Scouts are hiking from Stanton Harcourt, then going to Northmoor and finally to Standlake to commemorate the 100th anniversary of the cessation of hostilities in WW1 on 11th November 2018. They will be delivering crosses and carrying ceramic poppies, starting at Stanton Harcourt at 09:30, then going to Northmoor and finally to Standlake |
| GDB | Nothing to report |
| CM | <p>A request had been received: I wonder if you are able to tell me whether there is a plan to have a village Christmas tree this year? Also, and more importantly, whether you know if anyone is planning to host a 'lighting of the Christmas tree' or carols around the tree?</p> <p>We are hoping to plan a Festival of Light / lantern parade in December, involving the Primary School as they are studying Festivals of Light this term. The main reason I am enquiring about the village tree is that we did not want to clash with any other potential Christmas tree event, and are very much aware that it is difficult to expect the villagers to attend multiple events throughout December.</p> <p>Our basic plan at this time is to hold a short lantern procession to the Leys playground, probably from the School so there are no roads involved. We'd sing a selection of Christmas Carols and provide some refreshments (mince pies, hot chocolate, mulled wine).</p> <p>We'd also like to create a 'Winter Wonderland' in that area with lights strung in the trees and some temporary decorations for the evening.</p> <p>On that note, we wish to check that the Parish Council are happy for this to take place, and for us to string some temporary solar powered lights in some of the trees by the Leys playground to last over the festive period.</p> <p>TG to reply on behalf of the PC stating that there were no objections and that the installation of light would be at their risk and their responsibility. The PC would be erecting a tree (MJ/CM to arrange). Confirmation of the date to be requested so the PC</p> |

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| | tree could be lit on at the same time. |
| JD | Nothing to report |
| 18/115 | FINANCIAL MATTERS |
| | Cheques were circulated for signature. |
| 18/116 | CORRESPONDENCE |
| | A request to produce a map of Sutton Lane to include house names and numbers for delivery drivers and visitors – a member of the public very kindly agreed to put something together for display on the notice boards. |
| 18/117 | OTHER BUSINESS (for information only) |
| | |
| | NEXT MEETING |
| | The next Ordinary Meeting – Monday 5 th November 2018. |

Signed

Date

APPENDIX A TO MINUTES: PUBLIC SESSION NOTES

PC Vacancy:

It was questioned what was happening regarding the vacancy on the PC?

It was confirmed that the notice had been displayed on the Main notice board on the Green, to which there had been no response. The members of public present had not seen the notice. MJ proposed that the deadline be extended for 2 weeks if possible – TG to contact WODC to see if possible.

TG to publish a notice for the PC to co-opt on the Website and in JD to publish in Village Voice.

Hedges:

It was questioned who is responsible for the hedge at the top of Blackditch (both sides) as it is overgrown.

CM confirmed that he would have a look and progress the cutting of the hedge.

It was also asked who is responsible for trimming the Hawthorn tree outside Coombe Cottage, as it was rather tall touching the phone lines.

CM confirmed that the owner of Coombe Cottage was most probably responsible; however, permission may have to be sought prior to cutting.

Haul Road:

Concern was raised regarding people walking on the Haul Road, when there is the possibility of creating a footpath within the hedge, as there is room to do so.

CM confirmed that he would look into.

School Parking:

Concern was raised regarding parking at school pick-up and drop-off time – cars were now being parked as far at the pub and some were parking on the green and on verges, it was also very dangerous, as some drivers are reversing onto Main Road.

CM stated that he fully appreciated the concern. TG to write to the Headmistress, the PCSO and OCC. JD was requested to publish an article in Village Voice.

Ditch on Sutton Lane:

Concern was raised regarding the state of the ditch, stagnant water is present due to the growth and blockages.

CM suggested that it be reported on fixmystreet, as there has been much success with issues reported.