

**Minutes of the Parish Council Meeting
held on Monday 2nd September 2019
in the Village Hall**

Present:

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

In Attendance:

11 Members of the public

MIN REF	ITEM
19/098	APOLOGIES FOR ABSENCE
	<div>Jose Eaton (JE) Councillor</div> <div>Gill Sellars (GS) Councillor</div> <div>Hilary Fenton (HF) WODC District Councillor</div> <div>Steve Good (SG) WODC District Councillor</div>
19/099	DECLARATIONS OF INTEREST
	<ul style="list-style-type: none"> CM owns property near the Leys, the Green and the School GDB lives on B4449
19/100	APPROVAL OF MINUTES OF 1st JULY 2019
	<p>The Minutes were approved.</p> <p>Matters arising:</p> <p>19/049 – Litter Picking Equipment: In light of the amount of hassle and problems caused by lorries still accessing the plant via the village, it was felt that £200 for the equipment should only be part of any contribution to the PC by Hayfield.</p> <p>19/089 – Road Closures: The Closure of Main Road is now complete.</p> <p>Public session - Impassable Footpaths It was discussed that neighbouring properties to footpaths should be asked to maintain any hedges/trees to keep paths clear from any obstruction.</p>
19/101	REPORTS FROM DISTRICT/COUNTY COUNCILLORS
	<p>DISTRICT: No District Councillor present. It was suggested that TG request District Councillors to provide a very brief report if they are not attending the PC Meeting – TG to action.</p>
	<p>COUNTY: Very little to report since July, progress is currently being made on introducing a congestion zone/charge in Oxford.</p>

MIN REF	ITEM
19/102	PLANNING
	<p>APPLICATIONS: No current applications.</p> <p>CM provided an update regarding D&M Plant hire planning Application at Dix Pit. OCC will hear the application on 10/9, which includes a routing agreement mirroring that in force with Sheehans for the B4449.</p> <p>Concern was expressed regarding the PC not being formally consulted on the application. JD to submit comments re noise pollution to TG for submission.</p> <p>ROAD CLOSURES: <i>Starting on 27 July 2019</i> Temporary Road Closure at Stanton Harcourt, B4449 and Stanton Harcourt Road</p> <p>In the interests of public safety it will be necessary for Oxfordshire County Council to close a short section of the B4449 and Stanton Harcourt Road to facilitate carriageway patching works.</p> <p>A Temporary Traffic Regulation Order (TTRO) is being made to implement the temporary closure and will operate from 2 September. The estimated completion of the works is 13 September 2019. The closure will operate between the hours of 20:00 and 06:00 nightly.</p> <p>TRAFFIC CALMING AT THE AIRFIELD DEVELOPMENT: It was reported that no public consultation was undertaken when planning the Chicane at the top of Steadys Lane – the proposed chicane will cause unacceptable problems to immediate residents, as originally designed and positioned.</p> <p>A meeting has taken place between the immediate residents, CM, OCC and Hayfield Homes. As a result OCC has gone away to produce new plans, taking concerns into account. CM had suggested that the chicane should be moved away from the village and coupled with the proposed courtesy crossing</p> <p>The PC will be consulted on the fresh plans. CM assured all directly affected that they would be notified when the consultation was live.</p>
19/103	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.
19/104	LITTER PICKING
	<p>A list of required equipment had been submitted to the PC for consideration.</p> <p>It was agreed that TG should proceed with purchasing the items, the cost being kindly for account of Hayfield Homes.</p>
19/105	PUBLIC SPACE PLANTING
	The Festival Committee have agreed to fund a project that they believe would enhance

MIN REF	ITEM
	<p>the village's appearance, health and sense of community. It has also agreed to fund birdboxes around the village.</p> <p>The aim of the project is to use publicly owned land (And some private land with the permission of the owners) to plant herbs, bulbs and spices which can be used in modest quantities by any villager whenever they like.</p> <p>The process:</p> <ol style="list-style-type: none"> 1. Identify suitable pieces of suitable land (they do not need to be large). They can be what one might assume is publicly owned but also grass verges between a house and the road/path which may be owned by the householder. (Involve villagers in this task) 2. Ascertain ownership. 3. Obtain permission from owners and parish council where appropriate to plant. 4. Ask for volunteers to weed/dig/prepare and plant 5. Purchase plants, bulbs, seeds, etc (Some people might donate some). 6. Organise village planting sessions. 7. Ask for volunteers to maintain and water plants. (logically the households closest to the plants) <p>The project should start with six sites in the first year as a trial; then if successful extend it the following year.</p> <p>Benefits</p> <ul style="list-style-type: none"> • Community activity; potential to involve some villagers who don't often get involved in community activities. • Brightening up some dull drab pieces of land. • Access for all villagers to herbs and spices that they might not normally use. • Fresh; not from supermarket. (No carbon footprint-indeed possibly the reverse!) <p>The PC agreed in principle, the next step is to identify sites and present to the PC for approval and confirmation of ownership.</p>
19/106	TREE PLANTING
	CM confirmed that the Oak Trees, purchased to commemorate the 100 year cessation of WWI are ready to plant. It was suggested to plant them on the Remembrance weekend. TG to confirm locations agreed at a previous meeting.
19/107	B4449/CYCLEPATH/SPEED CONTROL
	No progress to report from OCC or the cycle path committee. TG to continue to chase for progress reports. See possible chicane ideas at Northmoor end of village.
19/108	COUNCILLOR RESPONSIBILITIES
JD	Nothing to report.
MJ	<ul style="list-style-type: none"> • The fallen tree on the green had been removed • Preservative to be purchased for the continuing work on the benches-agreed

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	<ul style="list-style-type: none"> • MJ suggested that the PC consider purchasing equipment with a view to undertaking the grass cutting themselves. Discuss October • Reported a complaint from a resident regarding overgrown hedges and obscured speed signs on the roads. The hedges have since been trimmed.
GDB	Expressed concern regarding the hedges on Sutton Lane, confirming that he would walk the lane to identify any overgrowth with a view to the PC contacting the owner.
19/109	FINANCIAL MATTERS
	<ul style="list-style-type: none"> • Cheques were circulated for signature. • CM asked all to prepare detail for any projects to be considered in next year's budget (October).
19/110	CORRESPONDENCE
	<p>Invitation from WODC for PC representatives to attend the West Oxfordshire Town and Parish Forum on Thursday 10th October in Woodstock. TG to scan and email to all Councillors – councillors to confirm attendance to TG.</p> <p>Oxfordshire Cotswold Garden Village Area Action Plan preferred Options Consultation. Consultation is taking place from 16/08 – 11/10 – TG to circulate to PCs</p>
19/111	OTHER BUSINESS (for information only)
	Nothing to report
	NEXT MEETING
	<ul style="list-style-type: none"> • The next Ordinary Meeting: 7.30pm Monday 7th October

Signed

Date

APPENDIX A TO MINUTES: PUBLIC SESSION NOTES

Footpath from Airfield Site

It was requested that the footpath from the Airfield Site to the Green be widened.

CM confirmed that there is an amount in the 106 agreement allocated for footpath improvement in the village. MJ suggested that permission is sought from William Gascoigne to improve the path prior to any works be undertaken.

MJ to provide TG with a diagram of the location, TG to confirm to David Bury.

Hedge at the top of Blackditch/Haul Road

It was reported that the Hedge has still not been cut back, despite other work having taken place.

TG to follow up with Cottsway.

Ditch on Sutton Lane

The ditch at the top of Sutton Lane (by Tudor Cottage) was reported to be full of growth, etc.

CM sought permission to pursue with the riparian owner, all agreed.

APPENDIX B TO MINUTES: PLANNING APPLICATION COMMENTS

APPLICATION NO: 19/01678/LBC

PROPOSAL: Internal and external alterations to include conversion of garage to living accommodation, refurbishment or replacement of timber framed glazing, installation of roof lights. Installation of an external air source heat pump. Planning (Listed Building and Conservation Areas) Act

APPLICATION NO: 19/01677/HHD

PROPOSAL: Internal and external alterations to include conversion of garage to living accommodation, refurbishment or replacement of timber framed glazing, installation of roof lights. Installation of an external air source heat pump. Town and Country Planning Act
LOCATION: Leena Cottage 28 - 29 Main Road Stanton Harcourt

COMMENT:

We have very few public parking spaces and we want to discourage street parking on our narrow village streets. Any application that requests that a garage is turned into living space should be considered in line with the availability for suitable parking for any vehicles associated with the property.

All workmen vehicles must be parked off the road and deliveries preferably made outside school entry and exit times.

APPLICATION NO: 19/01573/FUL

PROPOSAL: Erection of dwelling. Town and Country Planning Act

APPLICATION NO: 19/01574/LBC

PROPOSAL: New self-build eco dwelling on land adjacent to Duck End Cottage. Planning (Listed Building and Conservation Areas) Act
LOCATION: Duck End Cottage Duck End Lane Sutton

COMMENT:

Whilst the Parish Council feels the use of the term eco build is misleading, they endorse this application.

All workmen vehicles must be parked off the road and deliveries preferably made outside school entry and exit times.

APPLICATION NO: 19/01327/FUL

PROPOSAL: Conversion of loft including front and rear dormer windows and changes to internal layout of main dwelling to create a self-contained granny flat with new separate entrance porch to front elevation. Town and Country Planning Act
LOCATION: Elmwood Blackditch Stanton Harcourt

COMMENT:

The site is in danger of becoming overdeveloped and clearly the application is designed to make two entrances from the road and to the house- the second for sale or rent - it must be stressed that the additional building should remain as part of the existing dwelling and not be separated.

All workmen vehicles must be parked off the road and deliveries preferably made outside school entry and exit times.

APPLICATION NO: 19/01620/HHD

PROPOSAL: Construction of a residential ancillary annexe to serve Lower Farm. Town and Country Planning Act

LOCATION: Lower Farm Duck End Lane Sutton

COMMENT:

Whilst the Parish Council has no objection to this application, it must be stressed that the additional building should remain as part of the existing dwelling and not be separated.

All workmen vehicles must be parked off the road and deliveries preferably made outside school entry and exit times.