

**Minutes of the Parish Council Meeting
held on Monday 1st February 2021
Online (Zoom Meeting)**

Present:

Charles Mathew	(CM)	Chairman
Matthew Judson	(MJ)	Councillor - Vice Chairman
Graham Dixon-Brown	(GDB)	Councillor
Jose Eaton	(JE)	Councillor
Gill Sellars	(GS)	Councillor
Trudi Gasser	(TG)	Parish Clerk

In Attendance:

5 Members of the public
Mark Gay (Hayfield Homes)
Andrew Harvey (Deanfield Homes)
Mike Robinson (Oxford & Country Planning)

All or part of the meeting may be filmed, photographed or audio recorded. If any member of the public has an objection to being filmed or photographed, please would they make themselves known to the Chairman or the Clerk before the start of or during the meeting.

MIN REF	ITEM
21/013	APOLOGIES FOR ABSENCE
	Steve Good (SG) WODC District Councillor - apologies received Hilary Fenton (HF) WODC District Councillor – no apologies received
21/014	DECLARATIONS OF INTEREST
	<ul style="list-style-type: none"> CM owns property near the Leys, the Green and the School GDB and KH live on the B4449 GS lives on the B4449 and is on the Village Hall Committee MJ lives next to Butts Piece
21/015	APPROVAL OF MINUTES OF 4th JANUARY 2021
	The Minutes were approved.
21/016	HAYFIELD HOMES
	<p>Mark Gay (MG) of Hayfield Homes attended the meeting to update the PC on current issues.</p> <p>Cemetery: Surface water at entrance – Hayfield Homes had met with OCC on site and a fix had been implemented, MG assured the PC that should the issue not be resolved it would be addressed. JE stressed that the entrance needed finishing off, MG agreed.</p> <p>CM stressed that the cemetery flooding was caused by lorries entering the site and was not an existing problem. MJ reported that the 3 existing culverts had been blocked by kerb stones and would need to be reopened. MG accepted that it may be necessary to reinstate these pipes.</p>

MIN REF	ITEM
	<p>CM concluded that the PC would continue to monitor and review the drainage.</p> <p>Parking Spaces: Issues were reported regarding the parking spaces, the breadth of the spaces is insufficient, resulting in users opening their car doors into the road, this was felt to be very dangerous, as some elderly visitors need time to exit their cars.</p> <p>Due to the position of the spaces, cars entering the spaces had driven over the grass to enter the spaces creating quite a mess of the borders, CM insisted that this must be rectified so cars could drive straight into the space.</p> <p>MG confirmed that OCC had found the spaces acceptable. The width is in accordance with Highway's Guidance. CM objected to the argument and suggested that more thought is given, and Hayfield Homes come back to the PC regarding the spaces – all councillors agreed.</p> <p>CM asked how many fines had been issued to contractors parking in the spaces? MG confirmed that the number was unknown and he would report back to the PC.</p> <p>Haul Road: MG confirmed that the road would be reinstated to public space, and the walls would be removed on completion of the site.</p> <p>Trees: It was questioned when the trees would be planted as per the plan? MG confirmed that they would be planted within the relevant planting season. CM suggested that the optimal planting time is now and requested that the trees be planted within the next month.</p> <p>Guardroom: Concern was raised that the Guardroom appears as a 'Community Hut' on the plans. MG confirmed that the Guardroom will be for the sole use of the PC and would be handed over early in the summer, estimated around June. MG suggested meeting on site with members of the PC to agree the handover spec. CM suggested meeting in April. MJ requested plans of the current layout and a list of equipment prior to April for the PC to consider.</p> <p>MG proposed that Hayfield Homes apply for planning to retain the parking spaces associated with the sales office, for the PC to use for the Guardroom. The PC agreed. CM stressed that the spaces should be contained with no access to the rest of the site.</p> <p>CM asked how many houses have been sold/occupied. MG to update the PC</p> <p>Through Road: CM again requested that Hayfield Homes and Deanfield Homes get together to discuss a through road between their sites to avoid extra traffic through the village.</p>

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	<p>Footpaths: CM asked when the footpath connecting to The Green would be upgraded to a permanent path as outlined in the original Planning? CM stressed that the entire footpath must be upgraded – MG to circulate a plan of the path for the PC to review. OCC had confirmed this was an original requirement in discussions with Hayfields.</p>
21/017	REPORTS FROM DISTRICT/COUNTY COUNCILLORS
	<p>DISTRICT: No DCs present. No reports received.</p>
	<p>COUNTY: CM reported that he had been working with parishes regarding the flooding problems.</p> <p>GS suggested that the PC write to the Fire Service to thanks them for their efforts. CM confirmed that he had personally visited the station to thanks them. TG to write on behalf of the PC.</p> <p>CM confirmed that the increase in the budget was 2.99%; meeting of confirmation 9th February.</p>
21/018	PLANNING
	<p>Butts Piece: Andrew Harvey (Deanfield Homes) and Mike Robinson (Oxford & Country Planning) attend the meeting to introduce themselves. The planning application will be lodged in the next 2-3 weeks. Detailed Planning for Butts Piece will be discussed at the March meeting. In the meantime, CM had raised various questions regarding the shop, 106, footpath joining a zebra crossing and the Village Hall car park. GS raised concerns regarding sewerage and water pressure.</p> <p>Current Planning Applications: 20/03392/FUL - Greensleeves Blackditch Stanton Harcourt Witney Oxfordshire OX29 5SB Erection of four semi-detached dwellings with garages and associated landscaping Whilst the PC did not object to the application, concerns were raised regarding sewerage and water pressure. It was stressed that the development must not destroy the breathing lung through the village.</p> <p>20/03393/FUL - Greensleeves Blackditch Stanton Harcourt Witney Oxfordshire OX29 5SB Erection of a single detached dwelling and garage with associated landscaping Whilst the PC did not object to the application, concerns were raised regarding sewerage and water pressure. It was stressed that the development must not destroy the breathing lung through the village.</p> <p>20/03396/LBC - 44 Sutton Lane Sutton Witney Oxfordshire OX29 5RU Removal of section of non-structural internal partition wall Whilst the PC did not object to the application, it was stressed that the work must not interfere with the historical integrity of the building.</p> <p>20/03564/HHD - Orchard House New Road Sutton Witney Oxfordshire OX29 5RT Single storey side extension, replacement single storey rear extension and internal</p>

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	alterations No objections.
21/019	QUESTIONS FROM MEMBERS OF THE PUBLIC
	1. It was resolved to close the meeting to take questions (see appendix). 2. It was resolved to reconvene the meeting.
21/020	COVID-19
	<p>Volunteer Group – update: The group is still active – very few requests as people are looking after their neighbours.</p> <p>Playground Closure: MJ confirmed that no issue had been reported. Signs had been replaced. The PC to continue monitoring government advise regarding the closure of playgrounds and respond accordingly.</p> <p>Implications on the PC: The PC would continue to review Government guidance on holding public meetings including Annual Meeting.</p> <p>Election briefing for Parish Clerks to be held Feb.</p>
21/021	RETHATCHING OF STOCKS
	To be discussed in March, when third quote will be received.
21/022	PARISH COUNCIL POLICIES
	<p>GDPR: To be discussed in March.</p> <p>VILLAGE VOICE: TG to circulate final copy for approval at March meeting.</p>
21/023	UPDATES
	<p>VILLAGE VOICE: The PC were unanimous that the most recent issue was excellent – a great read! TG to thank the editorial team on behalf of the PC.</p> <p>VILLAGE HALL: Thames Water Pumping Station Next to Village Hall - A request has been made by Thames water to replace the metal gateway with a timber one and to check and painting the fence with wood preservative. All were in favour to replace the gate, it was also suggested that the fence be straightened if possible.</p> <p>Other issues raised would be discussed at the March meeting.</p> <p>MAINTENANCE: Mick Hill still not confirmed if and when he was retiring. CM expressed concern regarding the debris in gutters and on footpaths.</p> <p>LITTERPICKS:</p>

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	<p>Nothing to report.</p> <p>B4449 PROJECT: The recent flooding had highlighted the drainage problems on the B4449. CM to progress.</p> <p>Speeding is an issue; CM suggested the PC use the gun to monitor the issue and collect data.</p> <p>WASP: CM confirmed that the Private Member's Bill 'Sewage (Inland Waters) Bill 2019-21' had been withdrawn with the Government's Environment Bill taking over. It was confirmed that WASP are currently in discussion with the new Chairwoman at Thames Water.</p>
21/024	COUNCILLOR RESPONSIBILITIES
	The Councillor Responsibilities were discussed, TG to circulate a revised list. KH to update the Data Protection Policy ready for review at the next meeting.
JE	Nothing to report.
GDB	Suggested that the centre white line on the B4449 be repainted, which would help prevent vehicles crossing the centre of the road.
MJ	<p>Expressed thanks to GS for including playground details in the VV copy.</p> <p>Footpaths: MJ reported that he had received notification from OCC that the 'Promoted Routes' have been removed from the Countryside Access Map</p>
GS	Nothing to report.
KH	Nothing to report.
CM	CM reported that David Bury had confirmed his absolute commitment to the Village Hall Car Park improvements in the sum of £20,000.
21/025	CORRESPONDENCE
	Nothing to report.
21/026	OTHER BUSINESS (for information only)
	Nothing to report.
	<p>NEXT MEETING</p> <p>The next ordinary Meeting of the Parish Council Monday 1st March 2021 - details to be confirmed nearer the date of the meeting.</p>

Signed

Date

APPENDIX A TO MINUTES: PUBLIC SESSION NOTES

CM welcomed Lysette Payne who is a prospective candidate for District Council seat to take over from the retiring Hilary Fenton, representing Stanton Harcourt, Standlake and Northmoor

CM welcomed Sean Grace who is a prospective candidate for District Council (Eynsham) and for the County Council division of Eynsham, replacing Edward James and Charles Mathew respectively

Flooding:

Thanks were expressed to CM for his help and concern during the flooding.

CM confirmed that he had spent time with residents discussing storm drains and had also discussed the surrounding fields, from which the floods in Sutton had cascaded with David Bury.

CM said that Merton College own the field where the flooding originated; he was pursuing agreement to the placing of a bund to prevent future flooding in Sutton

CM said that the fact that only one of the two pumps in the Thames Water pumping station was running during the heavy rain did not help the threatening sewer flooding in Sutton