

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

Present:

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

In Attendance:

7 Members of the public

MIN REF	ITEM
19/139	APOLOGIES FOR ABSENCE
	Steve Good (SG) WODC District Councillor Hilary Fenton (HF) WODC District Councillor
19/140	DECLARATIONS OF INTEREST
	<ul style="list-style-type: none"> CM owns property near the Leys, the Green and the School GDB lives on B4449 GS lives on the B4449 and provides HR Advice to the Harcourt Arms
19/141	APPROVAL OF MINUTES OF 4th NOVEMBER 2019
	<p>The Minutes were approved.</p> <p>Matters Arising: 19/135 – Village Hall Fence – CM suggested to re-use wood from the Fence at The Green where possible. All agreed</p>
19/142	REPORTS FROM DISTRICT/COUNTY COUNCILLORS
	<p>DISTRICT: No Councillors present – no reports received.</p>
	<p>COUNTY: OCC continue to work on budget.</p> <p>CM reported that he and GDB had walked round the parish with Paul Wilson of OCC, looking at the noisy man hole covers and sinking road by the roundabout.</p>
19/143	PLANNING
	<p><i>Traffic Calming at the Airfield Development:</i> CM confirmed that the moving of the 30mph sign had been agreed.</p> <p>Discussion took place regarding the chicane, the current status is that the PC would need</p>

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	<p>to fund the chicane should it be in a different location that originally proposed to create a walk way with the telegraph pole in its current position. Hayfield Home would only fund the Chicane or move the telegraph pole.</p> <p>GS suggested that alternative traffic calming measures should be considered.</p> <p>CM confirmed that consultation would take place with immediate neighbours of any proposals.</p> <p>APPLICATIONS: <i>19/02869/HHD - PROPOSAL: Erection of porch - LOCATION: 10 Flexneys Paddock Stanton Harcourt Witney</i></p> <p>The PC have no objections to the erection of the porch, however, concern was expressed regarding the fence which has been installed in a conservation zone.</p> <p><i>19/02904/FUL - PROPOSAL: Erection of replacement dwelling with detached garage and associated works. - LOCATION: The Bungalow New Road Sutton</i></p> <p>The PC agreed to the following objections:</p> <ul style="list-style-type: none"> • Proposed property is over-sized for the plot, it is important to keep some smaller houses in the hamlet of Sutton/ village of Stanton Harcourt • As the garage has stairs it is assumed this area on the 1st floor is for storage - the property and associated building should be for the sole use of a single family, not as a separate residence. • Loss of garden and trees in a conservation zone (replacements are not specified) • The size of the property will cause a parking problem - New road is so narrow with no footpath that parking on the road is not possible either in Sutton or New Road. A possible solution to the parking would be to re-site the property much nearer, if not at, the back of the plot. <p><i>Expansion of Stanton Harcourt Church of England Primary School from an Admission Number of 15 to an Admission Number of 20.</i></p> <p>All agreed in principle to the expansion of the school.</p> <p>Whilst the PC supports the school, concern was voiced regarding parking – this will be relevant to the planning when the application is received. CM would also be meeting with the School, OCC and TVP to discuss the parking on 6th Jan.</p> <p><i>Road closure:</i> Temporary Traffic Regulation Notice – S14 Road Traffic Regulation Act 1984</p> <p>Temporary Road Closure at Witney, Stanton Harcourt, Steadys Lane</p> <p>A request has been received from Thames Water for a temporary road closure to apply</p>

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	<p>to a section of Steadys Lane whilst new water main connection works are carried out.</p> <p>A temporary Notice is being made to implement the temporary closures and will operate from the 4 February 2020 up to and including the 7 February 2020. This is a 24 hour per day closure.</p> <p>Access will be maintained for emergency service vehicles and for those frontages within the closure area, subject to the progress of the works and liaison with the works supervisor.</p> <p>TG confirmed details were published on the website – TG to circulate the information nearer the date of the closure.</p>
19/144	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.
19/145	LITTER PICKING
	<p>The Village Hall Garden has been cleared – thanks were expressed to all the volunteers for all their efforts.</p> <p>Steve Tuck suggested that the team work on clearing the B4449 on 14/12.</p> <p>CM again expressed the PC's thanks to Steve Tuck.</p>
19/146	B4449/CYCLEPATH/SPEED CONTROL
	<p>B4449: already discussed.</p> <p>Cycle path: No progress to report from OCC or the cycle path committee. TG to continue to chase for progress reports.</p> <p>Speed Control: CM suggested PC consider installing traffic gateways in locations in the village – GS to arrange a walk around.</p> <p>ANPR VAS: CM proposed to purchase a mobile unit for the division from his County Council Priority Fund, early thoughts are:</p> <ul style="list-style-type: none"> • Someone would be responsible for storage of the unit • An on-line booking system would be put in place • The system would need to be monitored when in use <p>CM proposed to discuss with TVP and determine that the results would be acceptable to them and acted on. All were in favour in principle for CM to progress with TVP.</p>
19/147	COMMEMORATIVE TREES
	<p>CM confirmed that the PC have a number of commemorative trees to plant. It was decided to plant the trees in the spring, possibly in conjunction with Litter picking team.</p>

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	TG to circulate the proposed locations of the trees (from previous minutes). Planting and tree guards to be discussed and confirmed at the February meeting.
19/148	CHRISTMAS TREE
	It was agreed that CM would order a Christmas Tree to be delivered at the weekend and MJ to arrange erection.
19/149	BUDGET PROJECTS
	The draft budget was discussed – TG to make amendments and circulate the revised draft within 48 hours.
19/150	COUNCILLOR RESPONSIBILITIES
GS	Hayfield Homes – GS had notified Hayfield Homes about the kerb stones
GDB	Nothing to report
JD	Nothing to report
JE	Mick Hill keeping the cemetery areas very tidy
MJ	Covered in meeting.
CM	Reported that 50 Beech had been ordered to replace those that had failed on the Green. Any left over would be planted in Jubilee field
19/151	FINANCIAL MATTERS
	<ul style="list-style-type: none"> Cheques were circulated for signature.
19/152	CORRESPONDENCE
	Nothing to report
19/153	OTHER BUSINESS (for information only)
	Nothing to report
	NEXT MEETING
	<ul style="list-style-type: none"> The next Ordinary Meeting: 7.30pm Monday 6th January 2020 (unless cancelled a week before).

Signed

Date

APPENDIX A TO MINUTES: PUBLIC SESSION NOTES

School Expansion

It was questioned why the expansion was from 15 to just 20 – why not expand further?

Crossing at Butts Piece

It was pointed out that the proposed crossing for the Butt's Piece development would ensure no parking at both sides of the crossing.

Proposed Foot Path from Butt's Piece

It was questioned why a footpath is required from Butt's Piece along the hedge to opposite where the shop use to be.

CM confirmed that the purpose is to provide a safe crossing to the School for Children.

Traffic Survey on the B4449

The outcome of the traffic survey on the B4449 was questioned.

CM to chase OCC for a report.

State of the B4449

Concern was raised regarding the state of the B4449 – since cleaning took place, the problem has returned, the gullies are full and the road is filthy.

It was suggested that a clean-up takes place by the Litter Picking Team and volunteers.

APPENDIX B TO MINUTES: PLANNING APPLICATION COMMENTS

See 19/143 above

APPENDIX C TO MINUTES: DISTRICT COUNCILLOR REPORT

No reports received – TG to request report and circulate to all.