

## **FREELAND PARISH COUNCIL**

### **MINUTES OF AN ORDINARY MEETING OF FREELAND PARISH COUNCIL, HELD ON THE 15<sup>TH</sup> APRIL 2019, IN THE NEWELL ROOM, FREELAND, IN THE COUNTY OF OXFORDSHIRE AT 7.30PM.**

<b>PRESENT:</b>	Chairman:	Peter Newell
	Vice-Chairman:	Robert Crocker
	Councillors:	Tim Webster, Peter Foster, Mary Ann Canning, Matthew Ruddle, Vero McCoy, Bill Phillips
	District Councillors:	Alaa Al-Yousuf (from 7.30pm – 8.50pm)
	County Councillor:	Liam Walker (from 8.15pm – 8.50pm)
	Clerk:	Not present

#### **1. PUBLIC PARTICIPATION SESSION**

Chris Wood gave a brief presentation of his ideas for a Library of Things. After some discussion, the general consensus was that it was a great idea but had a number of practical difficulties. Chris will carry out further research and report back to the Council.

**2. TO RECEIVE APOLOGIES FOR ABSENCE** – Marilyn Davies and Lisa Smith. Concern was expressed for Lisa following her recent serious accident while on holiday in Cornwall. Peter Foster to take minutes in Lisa's absence,

#### **3. CODE OF CONDUCT:**

##### **3.1 TO RECEIVE ANY AMENDMENTS TO THE REGISTER OF MEMBERS' INTERESTS**

There were no amendments to the Register of Members' Interests.

##### **3.2 TO RECEIVE ANY DECLARATIONS OF INTERESTS FROM COUNCILLORS FOR MATTERS TO BE CONSIDERED AT THE MEETING**

Tim Webster (personal) as having a local business.

Robert Crocker (personal) as a member of Freeland Charitable Foundation (FCF) and as having a local business.

Matthew Ruddle (personal) as a member of the Freeland Scout's Committee.

Mary Ann Canning (personal) as a member of Freeland Charitable Foundation (FCF).

#### **4. APPROVAL OF MINUTES**

##### **4.1 To approve and sign as a correct record the Minutes of the Ordinary Meeting held on Monday 18<sup>th</sup> March 2019**

The Minutes of the Ordinary Meeting held on 18<sup>th</sup> March 2019 were approved and signed as a true record of those proceedings.

#### **5. URGENT BUSINESS**

There was no urgent business to report.

#### **6. MATTERS ARISING FROM THE MINUTES**

##### **6.1 Mobile coverage in Freeland – to receive an update on progress to improve mobile signal**

There was nothing further to report. The preferred site for a mast at Whitehouse Farm was still being explored but no formal agreement had been made as yet.

**Action:** Peter to update Council with any progress as above.

##### **6.2 Freeland Methodist Church: To receive an update on future of Methodist Church**

It was reported that the planning application for change of use to a dwelling is to go before the planning committee on 29 April. Peter Newell (as Chairman of the Parish Council), Alaa (as a District Councillor) and Roger Faulkner (on behalf of the proposed Shop and Café) will each make a presentation in opposition to the application. Alaa is trying to ensure that the planning committee carry out a site visit in order to fully appreciate the central village site of the building and also the practical difficulties connected with a conversion to a residence. WODC had sought legal advice on whether the application for change of use to residential should be granted or opposed.

### **6.3 Little Free Library – to update on progress and to finalise location for new larger Library**

Following a meeting with the school Head, Matthew reported that the main sticking point with locating the library at the school was that whoever built the library would have to have public liability insurance. This was not seen as a major issue.

Unfortunately, the local resident who had agreed to build the library will not now be able to do it until October. Tim suggested that he approach the carpenter who he uses for a variety of jobs to see if he was interested in providing a quotation.

**Action:** Tim to speak with his carpenter.

### **6.4 Annual Parish Meeting – to finalize arrangements including distribution of flyers**

The Chairman will collect the flyers from the printers hopefully by the end of the week and distribute to Councillors for onward distribution to residents as they need to be circulated as soon as possible.

The Chairman asked that everybody be at the Hall on the day of the meeting by 6.45 pm to help set up. Vero will purchase the refreshments and Peter and Jane Foster will help with the refreshments on the evening. Rob will erect the banner at the Hall on the morning of the meeting. There will be a signing book on the door to register attendees.

In terms of the agenda the Chairman believed that the first half should include the Chairman's report, the County Councillor and District Councillors reports, and a presentation on the Garden Village by Astrid Harvey, WODC's Community Planning Officer. There will also be a presentation by EPIC on the Garden Village. But flexibility may be needed on the night to accommodate the schedules of the invited speakers. It was also noted that the agreed Q&A session might need to include pressing questions asked on the night in addition to any questions notified beforehand.

**Action:** Chairman to collect the flyers, all Councillors to help distribute the flyers, Vero to purchase the refreshments, Rob to put up banner.

### **6.5 CLP Working Group - to update on setting up a group to discuss progress subsequent to the Community Led Plan of 2014**

There was nothing further to report until Vero had received feedback at the APM regarding volunteers.

**Action:** Vero to ask for volunteers to join group at APM.

## **7. PLANNING - Applications received & WODC Decisions plus:**

### **7.1 Applications Received:**

**19/00849/SCOPE LAND NORTH OF A40 SECTION FROM BARNARD GATE TO EYNSHAM ROUNDABOUT, EYNSHAM.**

Scoping opinion for Oxfordshire Cotswolds Garden Village for Stefan Boss.

### **7.2 Applications Approved:**

**18/03385/FUL LAND ADJOINING 1 PARKLANDS, FREELAND.**

Construction of two detached 4-bedroom houses together with associated parking, amenity and landscaping. Alterations to access for Mr Lawrence

**19/00086/HHD 13 CHURCH VIEW, FREELAND.**

Erection of single storey front and rear extensions for Mr Mark Gaul.

**19/00163/HHD WITSEND, 130 WROSLYN ROAD, FREELAND.**

Conversion of garage to additional accommodation and erection of new stone boundary wall for Mr Wright. (Note: the 3-bay garage had been deleted from the final application)

**19/03314/FUL 3 CUCKOO WOOD CARAVAN PARK, EYNSHAM ROAD, FREELAND.**

Erection of a building for the storage and maintenance of fairground equipment and vehicles for Mr Perry Hatwell.

**7.3 Applications Refused: None.**

**7.4 Applications Withdrawn: None.**

**7.5 Applications Awaiting Decision.**

**18/03423/FUL FREELAND METHODIST CHURCH, WROSLYN ROAD, FREELAND.**  
Change of use of Chapel to Dwelling for Witney and Faringdon Methodist Church.

**19/00254/HHD 185, WROSLYN ROAD, FREELAND.**  
To extend the existing dropped kerb for vehicular access to front of property for Mr Ted Pinkney.

**19/00447/HHD 185, WROSLYN ROAD, FREELAND.**  
Erection of single storey front extension for Mr and Mrs Pinkney.

**19/00482/HHD 9 WALKERS CLOSE, FREELAND.**  
Erection of first floor side extension and single storey pitched roof extension to front for Mr And Mrs R Dunn.

**8. REPORT OF COUNTY AND DISTRICT COUNCIL BUSINESS**

Alaa raised a number of points.

He has received a further email complaining about parking outside the church and asking whether yellow lines could be painted on the road. Alaa was advised that this matter had been previously considered at length and that the Parish Council were currently investigating the possibility of using the land opposite the Methodist church for additional car parking.

Alaa mentioned the Catchment Champions training day on 27 April as he is keen to encourage people to get involved in monitoring local water sources. He also referred to the issue of single use plastics and stated that the workstream involved with this at the WODC would pick up after the elections. Its aim is to reduce the amount and improve the disposal of single use plastics. Alaa noted that Councillors at WODC will debate a motion next week to strengthen officers' powers of enforcement of planning conditions at large development sites.

It was noted that flags have been erected at the Mears Homes Development naming it Oakland Grange. The committee thought that it was to be known as Freeland Gate, Alaa will look into the issue.

Liam raised a number of points :

As nobody else is available to update the APM on the Eynsham Park and Ride issue, he will include this topic in his presentation to the meeting.

Following discussions with West Oxfordshire Community Transport it was reported that they had decided not to set up a replacement for the No 11 bus service as they thought this would not be viable.

Finally, he reported that the water leak on the road out of Freeland appears to have been fixed by unblocking the lower end of the drainage pipe in the ditch alongside the road.

**9. FINANCIAL MATTERS**

**9.1 Presentation of the monthly financial report**

The monthly financial report in the form of the net position table was presented and discussed.

**9.2 Approval of invoices for payment**

Due to the Clerk's illness, the usual table of invoices for payment was not available. Council **resolved** to approve the payment of outstanding invoices outside the meeting, not exceeding £2,500, including the Clerk's salary and other expenditure needing urgent payment.

### **9.3 Draft Statement of Receipts and Payments**

The Council **resolved** to approve the receipts and payments for the year 01.04.18 to 31.03.19.

### **9.4 Any other financial business – None.**

## **10. PARISH COUNCIL STANDING ITEMS**

### **10.1 Play areas/Playing Field – to receive any reports:**

#### **10.1.1 Play area reports – to update on trampoline tile gluing, to note play area safety matting needs attention**

Vero reported that the bins have now been emptied.

Mary Ann had the trampoline tile glue but was waiting for a warm dry day to carry out the work.

**Action:** Mary Ann to glue tile.

#### **10.1.2 Gate lock – to update on progress on getting a lock attached to gate by Pigeon House Lane entrance**

Robert confirmed that the gate lock had been installed.

#### **10.1.3 Weed Spraying of field – to consider whether weed spraying work is required this year**

The decision is to be held over until the next meeting.

**Action:** Clerk to add to next month's agenda.

**10.1.4** Robert suggested that he acquire the necessary materials to repair the damage to the shed. Council **resolved** to agree the expenditure of approximately £20 for the necessary materials

### **10.2 Village Highway Matters – to receive any reports plus:**

#### **10.2.1 To update on getting overhanging trees and shrubs cut back on Eynsham Road**

This work had still not been done so the Clerk would chase this up yet again.

**Action:** Clerk to chase up Savills to get trees and shrubs cut back.

#### **10.2.2 Playing field signs – to update on progress on ordering 2 new signs to attach to Blenheim Lane nameplate**

The signs have now been delivered and Peter Foster agreed to attach them to the Blenheim Lane name plates.

**Action:** Peter to liaise with Lisa and erect the signs.

#### **10.2.3 White line painting by Primary School and across residents' driveways on Wroslyn Road – to receive an update**

The Clerk had confirmed to Highways that the Council had approved the line painting costs last month and was just waiting for a date to be confirmed for the work to be carried out.

**Action:** Clerk to continue to pursue.

#### **10.2.4 Parking near the Church – to discuss any response from Witney Town Charity re suggestion of leasing their field as a temporary car park**

There was nothing to report on this matter.

**Action:** Clerk to chase up a response.

### **10.3 Footpath & Bridleway matters/Footpath Book – to receive any reports plus:**

Peter Foster had the book and is due to walk FP6. The book would then be passed to Tim.

### **10.4 Garden of Remembrance – to receive any reports**

No reports had been received.

#### **10.4.1 To receive an update on the progress for the Garden of Remembrance to include update on order and installation of archway**

The additional panels required for the arch have been ordered and Mary Ann is currently awaiting delivery

Mary Ann had met with members of the Allotment Association to discuss the siting of the storage building. She will continue to try and identify a location that suits all parties.  
Tim was thanked for replacing the box hedge that had not survived the very hot summer last year.  
Mary Ann circulated a drawing of the first proposed stone for the garden. Everyone was happy with the wording and the design.

**Action:** Mary Ann to circulate drone photographs of the garden

#### **10.5 Freeland Hall Management Committee – to receive any reports**

A brief update was given. Philip Panting has agreed to sit on the Management Committee and act as the point of liaison with the sports clubs.

A decision will need to be made within a year or so concerning the chairs in the Hall as they are starting to deteriorate. They will be cleaned for the time being.

The matter of a sign indicating that the Village Hall car park was private property was discussed by the Management Committee, but they had decided that this was not necessary at the present time.

##### **10.5.1 To update on whether tarmacking the gravelled area of the village hall car park is possible**

No change to report as the S106 funds had still not been received.

**Action:** Robert to obtain quotes for the tarmacking work when S106 funds are available.

##### **10.5.2 To update on whether bike racks in Blenheim Lane are moveable to the Village Hall**

This had not been done yet but would be done shortly.

**Action:** Robert to move bike racks to the Village Hall.

#### **11. CORRESPONDENCE – To discuss and agree any actions arising from:**

(a) OALC March update – details had been emailed around.

(b) Helping Hand Environmental – details of DEFRA grant to be used on Community Engagement and equipment (eg litter picking) – details emailed around.

#### **12. CIRCULATION**

No information due to absence of the Clerk.

#### **13. TO RECEIVE A MONTHLY UPDATE REGARDING FREELAND PRIMARY SCHOOL**

Rob confirmed that the school has contacted him about the Nature Table idea.

#### **14. ANY OTHER BUSINESS – FOR PRELIMINARY DISCUSSION ONLY**

Matthew stated that there had been further acts of vandalism since the last meeting with a car parked on Wroslyn Road being damaged.

#### **16. DATE OF NEXT MEETING:**

**Next ordinary meeting would be Monday 20<sup>th</sup> May 2019, 7.30pm in the Newell Room, to include the AGM.**

**Annual Parish Meeting to be held Friday 26<sup>th</sup> April 2019, 7.30pm in the Village Hall.**

There being no other business the meeting closed at 9.24pm.