

## Minutes of the Parish Council Meeting held on Monday 4<sup>th</sup> April 2022

**Present:**

Matthew Judson	(MJ)	Chair
Gill Sellars	(GS)	Vice Chair
Joe Deane	(JD)	Councillor
Keith Hickson	(KH)	Councillor
Rachel Arnold	(RA)	Councillor
Trudi Gasser	(TG)	Parish Clerk

**In Attendance:**

7 Members of the public  
Dan Levy (DL) County Councillor

MIN REF	ITEM
22/032	<b>APOLOGIES FOR ABSENCE</b> Tony Pentland (TP) Councillor Lysette Nicholls (LN) District Councillor
22/033	<b>DECLARATIONS OF INTEREST</b> GS member of Village Hall Committee
22/034	<b>APPROVAL OF MINUTES FROM 7<sup>th</sup> March 2022</b> Minutes had been circulated for comment and were approved for publication. Matters Arising not covered on Agenda – See 'Actions Annex'.
22/035	<b>REPORT FROM DC/CC COUNCILLORS</b> District: LN unable to attend but provide a DC report (see Annex). County: DL attended the meeting and also provided a report (see Annex).
22/036	<b>PLANNING</b> CURRENT APPLICATIONS: APPLICATION NO: 22/00430/FUL PROPOSAL: Erection of four semi-detached dwellings with garages and associated landscaping Town and Country Planning Act LOCATION: Greensleeves Blackditch Stanton Harcourt  These applications are in or affecting the Stanton Harcourt and Sutton Conservation Area.  The application had been circulated for comment, there were no objections.  REFERENCE NO: 22/00054/HHD PROPOSAL: 1.5 storey rear extension, loft conversion with side pitched roof dormer, rooflights and front pitched roof dormers (amended description and plans) Town and Country Planning Act LOCATION: 22 Flexneys Paddock Stanton Harcourt Witney  This application has been circulated for comment. The application had been circulated for comment, there were no objections.  Road Closure: Notice had been received regarding a road closure of Blackditch on 16 <sup>th</sup> May for a maximum of 5 days. <b>Action:</b> TG to post notice on PC website.
22/037	<b>FINANCE UPDATE</b> A draft year end spend was circulated. MJ expressed concern that the budget was not being stuck to – expenditure cost for the Guardroom are currently unknown (the £5k contribution from Hayfield Homes had already

MIN REF	ITEM
	been allocation, further expenditure will more than likely be required) and the maintenance payments would need reviewing.
<b>22/038</b>	<p><b>VILLAGE HALL</b></p> <p>The Solar Energy project - Planning permission for the panels is underway. The JoJu panels are the best option, it is the best value quotation, investment payback and short and long term returns, the cost of the package is just over £6k more than the grant received.</p> <p>The clerk expressed concern regarding the PC contributing further funds to the village hall following the maintenance payment made less than two years ago. A VHC committee member present confirmed that the VH has enough money to pay the additional sum required.</p> <p>JD proposed that the additional sum of £6027.59 is paid by the VH and the PC proceed with the order. RA seconded, all were in favour. It was <b>RESOLVED</b> that the order would be progressed.</p> <p>The Car Park Refurbishment – this was carried forward to the next meeting. The VH Committee are currently looking at extending the hall for storage, this would be a 106 funding project.</p>
<b>22/039</b>	<p><b>20MPH SPEED LIMIT</b></p> <p>The PC had received an application to impose a 20mph speed limit on the Butts Piece Development. DL confirmed that he had discussed with OCC the possibility of introducing the 20mph speed limit in the village when the limit is applied to the Butts Piece development.</p> <p><b>Action:</b> All to comment on application</p>
<b>22/040</b>	<p><b>SPEEDWATCH</b></p> <p>RA confirmed that there still only had one volunteer so far. RA reported that she would obtain a report from another parish who are running a successful group to see if there was anything which could be done to encourage more volunteers.</p>
<b>22/041</b>	<p><b>GUARDROOM UPDATE</b></p> <p>The transfer is still in progress, one snagging item still outstanding. The orders for the tables/chairs will be complete once the handover is complete.</p> <p>The PC does intend to ensure that people can enjoy the garden when an event is not underway so one of the first projects is to sort out the fencing and subsequently plan a hedge.</p>
<b>22/042</b>	<p><b>GRASS CUTTING</b></p> <p>Despite being put on hold, Ubico had already carried out a cut in the village – TG confirmed that the PC would not be invoiced.</p> <p>The grass grant needs reviewing due to the expansion of the verges, ie Blackditch and the Old Airfield Development.</p> <p><b>Action:</b> TG to contact OCC to progress a review.</p> <p><b>Action:</b> MJ to put together an agreement for John Woodward to carry out the grass cutting.</p>
<b>22/043</b>	<p><b>PARISH MEETING</b></p> <p>RA had issued invites to stall holders and produced notices ready for the communication campaign. There are currently S106 requests for funds for the community to consider at the event, cricket club nets £10k, skatepark sum not stated, work on the church bells £30k and an extension for the village hall for additional easy access storage</p>
<b>22/044</b>	<b>NOTICEBOARDS</b>

MIN REF	ITEM																														
	<p>The new notice boards were due for delivery this week - one will be installed by the VH, a second will replace the current board on Sutton lane and a third will be installed at the Guard Room</p> <p><b>Action:</b> MJ/JD to install</p>																														
22/045	<p><b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b></p> <ul style="list-style-type: none"><li>• Would the Beech Hedge on The Green be trimmed? <b>Action:</b> MJ to look at the hedge.</li><li>• Could the PC post reminders of the PC meetings on Facebook? <b>Action:</b> Reminders to be posted.</li><li>• What will be happening with the pile of Rubble at Hayfield Green development? DL confirmed that Hayfield Homes would be removing the pile prior to seeding the area.</li></ul>																														
22/045	<p><b>FINANCE</b></p> <p>Payments Made:</p> <table><tr><td>T Gasser</td><td>Clerk</td><td>£653.16</td></tr><tr><td>HMRC</td><td>Clerk</td><td>£251.00</td></tr><tr><td>J Woodward</td><td>Maintenance</td><td>£105.95</td></tr><tr><td>J Woodward</td><td>Grass Cutting</td><td>£346.02</td></tr><tr><td>Gallagher</td><td>Insurance</td><td>£1,094.11</td></tr><tr><td>WODC</td><td>Elections 2021</td><td>£61.45</td></tr><tr><td>J Deane</td><td>Village Voice</td><td>£120.00</td></tr><tr><td>Office Boffins</td><td>Guardroom</td><td>£648.00*</td></tr><tr><td>STAC</td><td>Guardroom</td><td>£1,072.20*</td></tr><tr><td>R Smith</td><td>Maintenance</td><td>£31.23</td></tr></table> <p>*payment for Tables and Chairs for Guardroom being held until handover of premises</p>	T Gasser	Clerk	£653.16	HMRC	Clerk	£251.00	J Woodward	Maintenance	£105.95	J Woodward	Grass Cutting	£346.02	Gallagher	Insurance	£1,094.11	WODC	Elections 2021	£61.45	J Deane	Village Voice	£120.00	Office Boffins	Guardroom	£648.00*	STAC	Guardroom	£1,072.20*	R Smith	Maintenance	£31.23
T Gasser	Clerk	£653.16																													
HMRC	Clerk	£251.00																													
J Woodward	Maintenance	£105.95																													
J Woodward	Grass Cutting	£346.02																													
Gallagher	Insurance	£1,094.11																													
WODC	Elections 2021	£61.45																													
J Deane	Village Voice	£120.00																													
Office Boffins	Guardroom	£648.00*																													
STAC	Guardroom	£1,072.20*																													
R Smith	Maintenance	£31.23																													
22/046	<p><b>CORRESPONENCE</b></p> <p>The PC had been copied in on a complaint regarding the new wall at the Butts Piece development not being 'in keeping' with the village. .</p>																														
22/047	<p><b>ANY OTHER BUSINESS</b></p> <p>Platinum Jubilee</p> <p>TG reported that instruction had been received from the insurers confirming that the PC can only provide cover for event whereby the PC has a member on the organising committee. It was agreed that JD would join the committee.</p> <p><b>ACTION:</b> TG to circulate the insurance correspondence.</p> <p>No other AOB submitted by the remaining members of the PC</p>																														
22/048	<p><b>NEXT MEETING:</b></p> <p>Monday 9<sup>th</sup> May 2022</p>																														

Signed .....

Date .....

## COUNTY & DISTRICT COUNCILLOR REPORT – April 2022

County Councillor report April 2022. Stanton Harcourt

This report is being written before the County Council meeting of April 5<sup>th</sup>. We are in a period of “purdah” leading up to the District Council election in May, during which the County and District Council public announcements will be fewer and more restrained.

As you may have noticed Covid has not gone away. Rates in Oxfordshire continue to rise. A high proportion of my councillor colleagues have had it in recent weeks. It is regrettable that the government has made it much harder for people to test to see if they have Covid, including people who want to test before visiting vulnerable residents. All we can do is continue to be careful, wear masks in crowded places, and act as though the government hasn’t withdrawn the advice previously in place.

There are a number of very big issues at County Hall at the moment. The Fair Deal Alliance has tentatively given the go-ahead for the HIF1 scheme in the south of the county, subject to the government and Homes England guaranteeing any cost over-runs, and with an expectation that the new road will prioritise buses over cars. We have also agreed to keep progressing the possible move of Oxford United to near Oxford Parkway Station, subject to a lot of work on protecting the green belt and minimising car usage by spectators.

HIF 2, which is the scheme that people here focus on most, as it is the A40 changes, will now go to planning later than the April planning meeting that was expected. There have been lots of comments and objections, including from each of the parish councils on the route, and from me. The Shores Green new junction on the A40 at Witney is also heading towards the planning application stage – my expectation is that it will have an effect on routes to Stanton Harcourt and beyond, and potentially to changed travel patterns between the A40 and A420.

Tragically, two people on bikes have been killed in recent weeks, by HGVs, in areas where the cycling infrastructure was inadequate. In each case, at Parkway Station and at The Plain, cycling advocates and councillors had demanded better infrastructure, but had been rebuffed. The Plain was restructured in 2014 without the changes that cycling and walking groups had requested, and Parkway station was opened without decent bike access. That is why it is so important that we get cycling facilities that protect vulnerable users. You may have seen the new lane between Hanborough and Bladon – still not good enough, but a huge improvement. It will be joined by a Lower Road path, to be funded out of the Section 106 contributions from the Garden Village. There should be some news coming out shortly about Oxfordshire’s share of Tranche 3 of Active Travel funding, and I am hopeful that the news will be good.

As predicted last month, notice has been given to WODC by OCC that its contract to deliver on-street parking enforcement will end in 12 months, so that enforcement can be done properly. It certainly is not done well at the moment, despite council tax payers subsidising the £400k loss that WODC makes on parking enforcement each year. That is perhaps one of the reasons why Council Tax from WODC increased by a higher percentage than from OCC. A reminder that there will not be a change to the off-street parking, including the car parks in Witney, which remain entirely under the control of WODC, and there are no plans by any of the parties, to the best of my knowledge, to charge for them.

I have had meetings with Thames Water, once again, to protest about their dismal performance. South Leigh sewage treatment work remains shut, after more than 6 months, with all sewage going by tanker to Cassington. Despite video evidence to the contrary, TW claim that Cassington is working fine. I will keep trying!

And finally, the first Ukranian refugees have arrived in West Oxfordshire. I am sure we will be welcoming, as we are to all newcomers to the area.

### **District Council Update – Lysette Nichols Ukraine**

As the shocking war in Ukraine continues to displace many Ukrainians I am working with several villagers to try and provide a coordinated approach for providing homes to refugees. We have several villagers that have registered for the scheme to host, and we have also set up a support group of volunteers. If anyone in the Parish would like to be part of the group, please contact me. (whether registered to host or providing support). The District Council are currently coordinating collections and County Council have confirmed that they will provide school places and transport for children to get to school.

### **Plans launched to help improve biodiversity on council owned green space**

West Oxfordshire District Council are 'building back greener' across the district's open spaces. The council maintains 106 hectares of green space and work is now underway to enhance biodiversity across the sites for both wildlife and people.

The new landscape management plans have been created to maximise the wide range of natural benefits each council-owned site brings over a 5-year period. The main sites covered by the plans are located in Carterton, Brize Norton, North Leigh, Chipping Norton and Witney.

The plans include changes to the way the land is currently managed. Council contractor Ubico will be cutting grassed areas less, going from 10 cuts per year to 7 which will allow species of plants, such as daisies and buttercups to grow. In meadow areas, changes to the cutting regime will promote growth and increase carbon storage within plants' roots, leading to more effective floodplains.

### **Electric Charging Points**

The District Council's newly upgraded car parks will include a total of thirty-two 'smart' EZ Charge fast charging units, covering sixty four parking bays, with Woodford Way car park in Witney now operational.

### **Voters encouraged to make sure they are registered ahead of May local elections.**

Voters across West Oxfordshire are being encouraged to make sure they are registered and have their voting arrangements in place ahead of the deadlines so that they can vote in the local elections on 5 May.

Voters that are interested in voting by post this year need to make sure they apply for their **postal vote before 5pm on the 19 April 2022.**

In West Oxfordshire 16 district council seats will be up for election on the 5 May and over 100 seats on local town and parish councils.

To take part in any election anyone over the age of 18 must be registered in the area they live in. Some people eligible to vote may not be registered and therefore will not be able to cast a vote.

This may be because they have recently moved or are voting for the first time.

Residents can register to vote through the Government website which takes only five minutes to complete. **The last day to register is 14 April.** Residents should visit [www.gov.uk/register-to-vote](https://www.gov.uk/register-to-vote)

### **Homelessness**

West Oxfordshire District Council has allocated £260,156 for homelessness prevention, reducing the need for expensive short term, emergency accommodation and reducing uncertainty for individuals and families.

## ACTIONS CARRIED FORWARD FROM EARLIER MEETINGS:

<b>21/117</b>	<b>ACTIONS CARRIED FORWARD</b>	
Pre-June	<b>TG</b> – re-roofing the stocks It was agreed to carry forward the refurb to next year, as one quote had doubled, two thatchers had refused to requote and one thatcher wouldn't be able to carry out the work until later in the year. TG to obtain quotes for tiling when revisited.	Cfw
Pre-June	<b>GS</b> – B4449 Reducing the noise and vibration  BT OpenReach replaced the wrong manhole cover. The one by 10 Beaumont Green has been recorded as Urgent by both OCC Highways and BT OpenReach	Cfw
CFW from June mtg	<b>21/064 TG</b> to create and circulate a list of current policies (a PC Policy Register) ready for review.	Cfw
CFW from July mtg	<b>21/092 All/PC</b> to continue logging TW complaints with DL/OCC None received – Notice to be put on Village Voice (Hardcopy & Facebook) asking all issues to be sent to Parish Clerk with the Title 'Water Issues' PC will then progress with Thames Water. Action MJ <b>TG</b> to report on issue type statistics at future meetings (standard agenda point)	Cfw
	<b>21/097 S106 MJ</b> to obtain quotes for additional Play Equipment	Cfw
	<b>21/100 Finance TG</b> to investigate possibility of changing banks for Parish Council Account – TG to circulate information for Unity Bank, who many other parishes use and OALC recommend.	ACTIONED
CFW from Nov mtg	Relocation of the new footpath on the Green Legal agreement to be progressed - <b>MJ</b> and <b>TG</b> to progress	ACTIONED
	<b>JD</b> to look at sensors for electric lights once transferred to the PC	Cfw
	Car Park refurb once we have received the donation	ACTIONED
	<b>TG</b> to continue chasing donation	
	<b>GS</b> to resurrect plans for discussion at next meeting	
	<b>21/122 Public Session</b> Archive in the Guard Room? <b>GS</b> to see if we can install sufficient storage	Cfw
CFW from Dec Mtg	<b>21/132 Guard Room</b> TG to order furniture once hand-over actioned	Cfw
<b>CFW From Feb Mtg</b>	<b>22/006 20mph project</b> <b>GS</b> to circulate Eynsham proposal for 20mph areas <b>KH</b> (chair of 20mph Sub committee) to circulate proposed dates and arrange meeting	Cfw ACTIONED
	<b>22/007 SPEEDWATCH</b> <b>RA</b> to draft an article for the next Village Voice to appeal for volunteers.	ACTIONED
	<b>22/008 Guard Room Update</b> <b>GS</b> to add the Capacity Guidelines to the Hirer Agreement <b>TG</b> to investigate a separate bank account for Guard Room Accounts. <b>All</b> , to spread the load all review and volunteer for any set-up items they are willing to deliver <b>GS</b> to finalise set-up plan for agreement at March meeting. <b>GS</b> to inform our solicitor of remaining snags to ensure they are suitable covered as part of the legal transfer <b>GS</b> to progress the transfer with Hayfield <b>GS</b> to write an article about the Guard Room for Village Voice	Cfw
	<b>22/009 Village Hall</b> <b>GS</b> to circulate the original Car Park refurbish plan to the VHC for review for completeness	Cfw

	<b>GS</b> to return to Parish Council with quotations for Car Park refurb VHC to obtain three quotes for the Solar Energy Project and return to PC with proposal	
	<b>22/010 RECREATION AREAS</b> <b>GS</b> to identify whether the VHC would like the equipment moved from the Bury Mead play park to the Leys to provide additional options for the Village Hall long term strategy	Cfw
	<b>22/014 Other Business</b> <b>GS, KH &amp; RA</b> to feedback after attending WODC training	Cfw