

**Duns Tew Parish Council**  
**Minutes of the Parish Council meeting held in the Village Hall on Monday 14<sup>th</sup> January 2019 at**  
**7.30 pm.**

**Present:** - Cllr C Landless (Chair), Cllr. J Semple, Cllr T Lindley, Cllr. H Stapleton, Cllr J Hall, Cllr D Jackson, Cllr Miall

**In attendance:** Mrs. C Keeping (Clerk) and District Councillor Kerford-Byrnes

18.79 **Apologies for absence** - None

**18.80 Declarations of Pecuniary Interest and Requests for Dispensation** – None. Councillor Landless withdrew as Chair for the points discussed regarding Hill Farm Lane and Councillor Lindley, as Vice Chair, took the meeting at this point.

**18.81 Minutes of the last meeting** held on 12<sup>th</sup> November 2018 were **RESOLVED** as a true record of the meeting. Due to an error with the printer it was not possible to sign them at the meeting. It was **RESOLVED** that they should be signed by the Chair subsequent to the meeting.

**18.82 Finance**

**Accounts for payment**

GeoXphere – Parish online	001231	£36.00
Charles Landless – drinks & meal H Skaar thankyou celebration	001232	£86.80
Moore Stephens audit 2018	001233	£354.00
Duns Tew PCC – grass cutting grant	001234	£350.00

It was **RESOLVED** to make payments on cheques 1232, 1233 and 1234 as listed above. More information on the service offered by GeoXphere will be sought prior to payment. The cheques were signed by Cllrs Semple and Cllr Landless.

Budget 2019/20: See Clerks Report

**18.83 Public Participation**

No members of the public were present.

**18.72 County & District Councillors Reports** – The District Councillor Mike Kerford-Byrnes (MK-B) was present.

Cherwell have bought “Tramway” in Banbury. It will be part of the redevelopment and “reboost” of Banbury town centre. He reported his worries that Council Tax may not be held at 0% increase for this year at the last meeting. He confirmed that he had no further information on this.

With regards to the issue of the potholes in Hill Farm Lane – He will find out which conditions were attached to the project with regards to the road and see whether they have been met. He will ensure that the correct process was followed. If any conditions were not met he will ask Cherwell to explain the situation and hold them to account if necessary. He needs to assess the level of compliance. He undertook to clarify this to Mr Beament.

The Chair thanked MK-B for his assistance for his assistance.

18.85 Clerk's Report

ISSUE	ACTION REQUIRED	Result
<b>B/F from Previous Meetings:</b>		
Spring Farm	Contact to be made with the organisers. Not achieved as yet. Potential for Charles Landless to obtain contact details from landowner.	
Review of playground lease. Identify what activities are possible in the area. Mitch Young query re green gym to follow up.	Review lease and contact Mr Young	
Dog bin on bridleway. Follow up from Cherwell still outstanding. Need to discuss siting to ensure it will be emptied.	Contact Cherwell again. To contact Mike Kerford – Byrnes for help if necessary in contacting the department.	Cllr Kerford-Byrnes noted that dog fouling was a major problem across the district and that he was happy to be consulted if the Parish Council requires assistance.
Email received from Cherwell and S Northants advising that the village hall, pub, play area and church have come to the end of their 5 year listing and have been removed from the Assets of Community Value.	Further discussion required with Community First who will assist with the relisting. Clerk to proceed.	
Traffic Survey – Speedwatch. Potential project.	See below under “Services”	
Draft budget to review and discuss.	Draft was circulated. A small increase in precept was considered acceptable given the investment in the Speed Project and the Play Area.	Clerk will look into the purchase of an additional sign and the PWLB loan for the play area contribution.
<b>Issues raised since last meeting:</b>		
Appointment of new Clerk.	Decision over approach and timescale	Cllr Stapleton undertook to progress this. Initially a notice will be put in the newsletter.
New bank account	Agree timescale	Open new account and transfer funds once year end is completed.
Response to Enstone Airfield development. Enquiry received from resident	Decide upon form of reply.	The Parish Council were unable to dismiss the proposal completely as it is expected that 200,000 visitors per annum will visit at weekends. 500 cars are expected, on the Middle Barton road. Highways England are looking at the proposal. The Clerk will respond to the email.
Village newsletter, archive and distribution	Discuss and agree route forward	Cllr Hall is looking into this. A signed consent form will need to be obtained from all people whose details will appear on the website

		(GDPR). There will need to be liaison with Sam Blackmore and an exercise carried out to identify everyone affected. Archive of newsletters:- As this would be very time consuming to do retrospectively, one option would be to archive future newsletters only. It was agreed that more use should be made of face book. E-distribution – would need people to actively sign up for the newsletter. It was suggested this is linked with the new website Cllr Semple will ask Paul Semple, GDPR officer to look into the ramifications of all this from a GDPR viewpoint.
Resident (Richard Wilson) is complaining of copies of the Sun Express being dumped in his green bin and blue bin being stolen. Clerk has responded and will raise at the meeting	Noted by all	
Resident (Richard Wilson) has complained several times about “weapons fire”. Clerk has responded explaining presence of local shoots and setting out season dates. Clerk has contacted BASC for further information to send to him.	Noted by all	Clerk will forward information
Hilary Skaar has advised that the grass cutting contract needs to be put out for re-tender in 2019/20. 3 tenders need to be sought.	Noted.	Clerk will ascertain 3 names prior to next meeting
Clive Tompkins concerned over the height of the play area hedge. Clerk has contacted him to find out more details.		Cllr Lindley will follow this up. Additional areas to be looked at are the top of Hill Farm Lane and around Little Steine.

**18.86 Parish Matters –**

- **Community.-**

Councillor Semple

- A) Emergency Plan – Nothing to report.
- B) Welcome Pack – Cllr. Semple reported that she has delivered one pack to Dashwood Rise since the last meeting. Cllr Linley advised that there are new tenants at Ashbury Cottage.
- C) Defibrillator - Cllr Semple reported that this has still not been used.

- **Services:-**

- A) Update on VAS – Cllr Jackson has downloaded further information from the VAS. He is building up the data into a usable format. VAS has been moved and is now back by the church. It would be useful to move it next to the North Aston road where there is a suitable point at which to fix it but there are some large aggregate bags there which makes this difficult. Cllr Stapleton undertook to follow this up.
- B) Traffic Survey Project – See Clerk’s report.  
Cllr Jackson has agreed to begin looking at this, alongside his work with the VAS. Another sign will be purchased next financial year and it was agreed this one should be more responsive, i.e. flashing actual speed

at the driver. When finalized, plans will be put into the newsletter. The Clerk will get an idea of costings for the budget.

Cllr Jackson will speak to the Chair of Somerton PC for some advice on how to move forwards, capitalizing on the links re Speedwatch already established.

- **Communications** –  
Councillor Hall

- A) Web Site - Cloud hosting / editing for Council documents  
Cllr Hall is investigating further and considering methods of payment.

- **Planning** –  
Councillor Lindley

- A) Applications & Decisions:

NEW APPLICATIONS:

One new application has been received since the last meeting.

*Reference Number: 18/02178/F*

Acorn Cottage, 7 Middle Barton Road

Single storey extension. Loft conversion with associated roof lights.

The Councillors considered the full pack of documentation provided. There were no objections.

DECISIONS PENDING:

No change since the last meeting.

*Reference Number: 18/00176/TCA*

Paythorne, Main Street

Sycamore (T1) – Fell. Small self-set sycamore in group of trees to be removed due to close proximity to neighbouring trees.  
Leyland cypress (T2) – Reduce height by 12ft as causing shading and blocking aerial signal. Golden cypress (T3) – Fell. Stem split in bad weather.

*Reference Number: 18/0001173/TCA*

Stable End, Middle Barton Road

Pear (T1) Fell. Decay cavity at base, large split up trunk, creaking in wind. Close proximity to building. 7M tall. Horse Chestnut (T2) Fell. Half canopy is dead, remainder is dying back.

*Reference Number: 18/00168/TCA*

North Barn, 1 Spring Farm Court

Poplar (T1) Reduce height by up to 5M, remove low broken branch and shape canopy. Tree is outgrowing position and casting shade. Variegated acer (T2) Remove reversion growth to ensure future development. Alder (T3) Fell.

*Reference Number: 18/0412/CLUP*

5 Longfield

Certificate of Lawfulness of Proposed development for a single storey, flat roofed structure as a garden room. 5.7m (W) x 4.1m (D) x 2.5m (H). Occasional use, garden room and home study. Rear garden location, no changes to property access.

*Reference Number: 18/01439/LB*

1 Daisy Hill

Internal renovation to return the barn to open plan

Reference Number: 18/00329/DISC  
 7 Daisy Hill  
 Discharge condition 7 (vents and flues) of 18/00579/LB

Reference Number: 18/00330/DISC  
 Glendale, Main Street  
 Partial discharge of condition 3 (slates only) of 15/00475/F

Reference Number: 18/00231/TCA  
 Duns Tew Village Hall, Middle Barton Road  
 Birch (T1) Reduce 10m height by 3m. shape canopy. Remove by up to 2m from fabric of building

B) Additional Planning Issues Discussed:

Two complaints had been brought to the attention of the Parish Council.

Manor Farm. A window has been inserted into the gable end wall.

Ridge House. A window has been put in in the cellar hatch which is allowing light to show through.

There is some confusion over whether both items are covered by current planning permission and this will be investigated further.

3 Spring Farm – The current situation regarding the stable cladding will be reviewed.

- **Amenities –**  
**Councillor Hall**

A) Play Area – The new swings, from Play and Leisure, are to be supplied and fitted as soon as possible. Bethan Leach is responsible for obtaining grants to fund the project and is working to identify potential targets. See correspondence below re Pocket Parks – the play area is within the size specified . The National Lottery will be approached as the sports potential. Ways to help – David Jackson is speaking to the village Toddler Group and offered to raise the issue. Other suggestions discussed involved asking Play and Leisure to help, setting up a face book group and the possibility of finding a professional grants fund raiser. The Clerk will email the Clerks at Somerton and Upper Heyford, where similar schemes have been completed. The Clerk will also investigate the Public Works Loan Board to get an idea of the costs of raising a loan to part fund the work, this to be budgeted for in 2019/20.

- **Parish Council –**

A) Appointment of new Clerk.  
 See Clerk’s report

B) Bank account  
 See Clerk’s Report

**18.87 Correspondence**

Information from Cherwell Parish liaison meeting, 7 November	Emailed to Full Council
Spring Farm festival dates 2019	Emailed to Full Council
Rural Services Network Funding Digest December	Emailed to Full Council
Notification of dates for OCC Town and Parish liaison events	Emailed to Full Council
Minutes of Parish Transport meeting 9 October	Emailed to Full Council
Notification of Weston on the Green neighbourhood development plan 2018-31. Public consultation	Emailed to Full Council

Police and Crime Commissioner newsletter December	Emailed to Full Council
OALC – update for Council members	Emailed to Full Council
Healthwatch Oxfordshire Briefings November, December and January 19	Emailed to Full Council
OYAP – Spring programme for young people	Emailed to Councillor Hall for website
Rural bulletins November, December and January (19)	Emailed to Full Council
Mrs C Shadwell-Rigby. Confirmation of renewal of PCC grass cutting grant	
Forwarded email from Bromford.co.uk re advertising retirement properties in the newsletter to Sam Blackmore	
Consultation on the Oxfordshire Community Plan statement of community involvement	Emailed to Full Council
Oxfordshire Matters November 18	Emailed to Full Council
Oxfordshire Resilience Group – communities evening notice, 15 January	Emailed to Full Council
Better Broadband Oxfordshire – update on progress	Emailed to Full Council
Notification of dates for MCNP forum meetings and agenda January 19	Emailed to Full Council
Police and Crime Bulletin - December	Emailed to Full Council
Public Service Executive updates November and December	Emailed to Full Council
Oxfordshire Matters – December 18	Emailed to Full Council
Funding opportunities for pocket parks – Cherwell and SouthNorthants	Emailed to Cllr Hall
SLCC – Government consultation on tree felling	Emailed to Full Council
Wording and pdf map re the Middle Barton and Duns Tew road closures, start 14 Jan	Emailed to Full Council
January update from MCNP	Emailed to Full Council

**18.88 Reports from Meetings –**

*Village Hall Committee Meeting* – Has been no meeting since the last Parish Council meeting. Cllr Stapleton noted the committee will next meet on 29 January. On the agenda is the redecoration of the Hall.

*Mid Cherwell Neighbourhood Plan* – Cllr Jackson attends. He reported that there will be a referendum on the Plan in 6/7 weeks time. Equivalent to a local election. If approved by a majority it will have an impact across the local villages, such that, for example, local planning applications would be reviewed with reference to the Plan. It also aims to protect rural views and green spaces, consider the impact of light pollution and traffic. The Plan would not be a regulatory document, but it would have weight with regards to planning issues.

Each household will receive a leaflet explaining the full impact – there will be no cost implications for the village of this or the election itself.

Full details are on the MCNP website.

**18.88 Reports from Sub-Committees and Working Groups –**

None.

The meeting closed at 9.48.

**Dates of next meeting** – Monday 4<sup>th</sup> March 2019 at 7.30pm

Signed by Chairman.....



