

**Minutes of the Parish Council Meeting  
held on Monday 26<sup>th</sup> April 2021  
Online (Zoom Meeting)**

**Present:**

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

**In Attendance:**

5 Members of the public  
Andrew Harvey (Deanfield Homes)  
Mike Robinson (Town & 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.*

The Parish Council paid respect to the memory of HRH Prince Phillip and gave thanks for his life and sincere condolences to Her Majesty The Queen.

MIN REF	ITEM
	<b><i>Due to technical issues with Zoom the meeting start time was delayed until 8pm</i></b>
<b>21/043</b>	<b>APOLOGIES FOR ABSENCE</b>
	None received
<b>21/044</b>	<b>DECLARATIONS OF INTEREST</b>
	<ul style="list-style-type: none"> <li>• CM owns property near the Leys, the Green and the School</li> <li>• GDB and KH live on the B4449</li> <li>• GS lives on the B4449 and is on the Village Hall Committee</li> <li>• MJ lives next to Butts Piece</li> </ul>
<b>21/045</b>	<b>APPROVAL OF MINUTES OF 1<sup>st</sup> MARCH 2021</b>
	<p>The Minutes were approved.</p> <p>Matters Arising: 21/039 Bin Survey: KH had completed the survey – TG to submit to the next West Oxon Lower Windrush District Councillor after the Elections.</p> <p>Procurement and installation of Christmas Tree on Stanton Harcourt Green: ongoing</p>
<b>21/046</b>	<b>REPORTS FROM DISTRICT/COUNTY COUNCILLORS</b>
	<p><b>DISTRICT:</b> No DCs present. No reports received.</p>

MIN REF	ITEM
	<p>COUNTY: Nothing to report.</p>
21/047	PLANNING
	<p><b>APPLICATION NO:21/00691/RES</b>  <b>PROPOSAL:</b> Reserved matters application for up to 40 dwellings whilst discharging conditions 2 (appearance, landscaping, layout and scale), 4 (access), 5 (hard landscaping), 7 (surface water drainage), 11 (tree protection), 13 (ground levels), 14 (broadband), 15 (landscaping), 16 (noise attenuation measures) and 19 (specification for biodiversity habitats) pursuant to outline planning permission 16/03627/OUT. Town and Country Planning Act  <b>LOCATION:</b> Land at Butts Piece Main Road Stanton Harcourt  Mike Robinson (MR) and Andrew Harvey (AH) attended the meeting to hear the PC's concerns regarding the application.</p> <p>CM asked what the housing plan was for the site, it was confirmed there would be 40 houses in total, of which 24 would be on the open market and 16 would be affordable (70% rental and 30% shared ownership).</p> <p>The house sizes are:  4 x 1 bed  6 x 2 bed  12 x 3 bed  14 x 4 bed  4 x 5 bed</p> <p>The following issues were raised and discussed:</p> <ul style="list-style-type: none"> <li>• Footpath from the site to the Green: It was stressed that the PC are of the unanimous opinion that the footpath is to be located on the inner side of the hedge on the Green, rather than the roadside. The PC will write a letter of support to ensure this is actioned. MR to put a case forward to OCC and WODC and report back to the PC.</li> <li>• Sewerage Capacity: CM to forward a link to the recent TV documentary regarding Sewage to the developers for information.</li> <li>• Installation of a Footpath between the Hayfield Homes site and Butts Piece to aid community integration: Land strips are owned by Mr Bury/Mr Gascoigne, CM to progress with William Gascoigne, Deanfield Homes to progress with WODC and report back to the PC.</li> <li>• Routeing Agreement of deliveries to site: Transport to the site should avoid the B4449 through Sutton and the Main Road past the school – all vehicles entering the site should access via Hardwick and Blackditch.</li> <li>• No parking on SH roads by workmen or HGVs during construction</li> <li>• MR informed the PC that an earth bund will be created between the development and this may reduce the noise from the industrial estate</li> </ul> <p>PC are due to submit comments by 30<sup>th</sup> April.</p>

MIN REF	ITEM
	<p><b>Current Planning Applications:</b>  <b>APPLICATION NO: 20/03561/FUL</b>  <b>PROPOSAL: Change of use of existing class use B8 site to mixed class uses B1 and B8. Erection of two storage barns, an office building and ancillary amenity facilities together with associated car parking.</b>  <b>LOCATION: Unit 1 - 6 Lakeside Industrial Estate Stanton Harcourt. Butts Piece:</b>  TG confirmed that the PC's objection had been submitted.</p> <p><b>Hayfield Homes:</b>  TG confirmed that despite making further requests for information, Hayfield Homes had still not replied to letter re concerns.</p> <p>TG to forward correspondence to WODC Planning and Mark Booth of Hayfield Homes.</p> <p>CM confirmed that he had received a request from a Hayfield Green resident for the 30MPH limit to be extended to include the entrance to the site. It was confirmed that this was planned and would be actioned. CM to report back to resident.</p>
<b>21/048</b>	<b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b>
	<ol style="list-style-type: none"> <li>1. It was resolved to close the meeting to take questions (see annex).</li> <li>2. It was resolved to reconvene the meeting.</li> </ol>
<b>21/049</b>	<b>ELECTION</b>
	<p>Election:  TG explained that the new councillors would come into office on 10<sup>th</sup> May. The current Chairman will need to attend the first meeting and stay in office until the new Chair is elected.</p> <p>The PC expressed their thanks to the retiring councillors, CM who had been in office since 2004, Jose Eaton since 2008 and Graham Dixon-Brown since 2016.</p> <p>JE volunteered to continue to manage the cemetery process after standing down on 10<sup>th</sup> May. This generous offer was accepted by the Parish Council.</p> <p>CM thanked the Councillors for all their efforts and support.</p>
<b>21/050</b>	<b>RETHATCHING OF STOCKS</b>
	<p>The quotes were reviewed. JE <b>proposed</b> that the work be awarded to Chris Pike, MJ <b>seconded</b>, all <b>voted in favour</b>. It was <b>RESOLVED</b> that Chris Pike would be awarded the work – TG to progress</p>
<b>21/051</b>	<b>COVID-19</b>
	<p>Volunteer Group – update:  The group has not received any requests, GS proposed that the group is closed as a COVID volunteer group. But that a 'Community Support Group' be created using WhatsApp – all were in favour. GS to publish the initiative in the June VV Newsletter to gather members and to close the existing Covid Volunteer group.</p>

MIN REF	ITEM
	<p>Playground Closure: MJ confirmed that no issue had been reported. Some swing seats are still removed to allow for distancing, they would remain down until 21<sup>st</sup> June.</p> <p>Future Meetings: The outcome of the High Court hearing on extending remote meetings would be announced at the end of April.</p> <p>TG had circulated guidance on Covid-safe meetings. TG suggested that the forthcoming meetings take place in the large hall to allow for social distancing, all agreed. TG to progress with Village Hall. The hall's COVID protocols suggest a safely distanced capacity of 50 for the main hall and 20 for the smaller room.</p>
<b>21/052</b>	<b>UPDATES</b>
	<p>DATA RETENTION POLICY: To be reviewed at the next meeting.</p> <p>ANNUAL PARISH MEETING: Proposed speakers are: Dan Barton - Standing with Giants First and Last Mile Bus - A proposed bus route through the village New County and District representatives to introduce themselves. Witney Oxford Transport (the rail link project) Thames Water Our neighbourhood police officer School Head</p> <p>TG to progress and invite. The possibility of a hybrid meeting (part in person and part online) was discussed.</p> <p>VILLAGE VOICE: Councillors expressed thanks to Sarah and Lucy for another excellent issue.</p> <p>VILLAGE HALL: GS confirmed that the Village Hall Annual Meeting was forthcoming and would report to the PC at the next meeting.</p> <p>MAINTENANCE: Work had been carried out at the Graveyard and great progress made. The strimmer and hedge trimmer were both in need of repair, MJ to progress.</p> <p>LITTERPICKS: The next litter pick would be a maintenance session on 8<sup>th</sup> May.</p> <p>B4449 PROJECT: CM had raised concerns with OCC Highways on 3 occasions – a meeting was scheduled for next week – CM to confirm.</p>

MIN REF	ITEM
	WASP: WASP are reported to have said to be making progress with Thames Water (see website).
<b>21/053</b>	<b>COUNCILLOR RESPONSIBILITIES</b>
JE	Confirmed that there are still issues with the entrance to the Cemetery.
MJ	MJ reported that playground Bark and Wood Preservative were required. The cost would be around £700 – CM <b>proposed</b> that the purchases are progressed. GS <b>seconded</b> , all <b>in favour</b> – it was <b>RESOLVED</b> to purchase the required items. MJ to confirm final cost to all.
GS	Nothing to report.
KH	Nothing to report
CM	CM reported that the daffodils had been a success this year.
<b>21/054</b>	<b>FINANCE</b>
	Draft Y/E Accounts were circulated for approval. TG to progress documents for Audit.
<b>21/055</b>	<b>CORRESPONDENCE</b>
	Nothing to report.
<b>21/056</b>	<b>OTHER BUSINESS (for information only)</b>
	Nothing to report.
	<b>NEXT MEETING</b>  The Annual Meeting of the Parish Council and next Ordinary Meeting are scheduled for Monday 17 <sup>th</sup> May 2021 - details to be confirmed nearer the date of the meeting.

Signed .....

Date .....

## **APPENDIX A TO MINUTES: PUBLIC SESSION NOTES**

CM thanked Steve Tuck for the on-going litter picks. ST stated that because there was less litter picked during the last session the next session will focus on weeds going on/alongside the kerbs but for those that wish there will still be litter picking.

Footpaths on Hayfield Green site.

Concern was raised due to the lack of footpaths on the site – the current footpath seems to terminate at the Guardroom, forcing pedestrians to walk on either the road or on lawns.

MJ checked the plans and confirmed that there are no paths showing.