

## Minutes of the Parish Council Meeting held on Monday 4<sup>th</sup> October 2021

**Present:**

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

**In Attendance:**

No Members of the public  
Lysette Nicholls (LN) District Councillor (part)

**Online Attendance**

At this meeting the online viewing link was distributed by the village Facebook group and posted on the PC website.

MIN REF	ITEM	
<b>21/102</b>	<b>APOLOGIES FOR ABSENCE</b>	
	Dan Levy (DL) County Councillor Steve Good (SG) District Councillor (no apologies received)	
<b>21/103</b>	<b>DECLARATIONS OF INTEREST</b>	
	No declarations made	
<b>21/104</b>	<b>CO-OPTION OF COUNCILLOR</b>	
	Following the re-publication of the vacancy notice it was confirmed that no one had come forward. <b>Action:</b> All encouraged to approach potential candidates with a view to co-opt.	
<b>21/105</b>	<b>APPROVAL OF MINUTES FROM 5TH JULY</b>	
	Minutes have been circulated and comments addressed. Minutes are approved and signed by MJ.	
<b>21/106</b>	<b>ACTIONS TO BE CARRIED FORWARD</b>	
CFW from June	21/064: TG/KH to compile a PC Policy Register for review.	Cfw
	21/067: TG to review lease and check insurance cover for the Green.	Actioned
	21/077 GS to contact OCC Highways when the after the roadside gates have been delivered	Actioned
	21/078 GS to request Steve Tuck that the volunteer group continue to refresh the public benches and to encourage more volunteers to participate in monthly activity	Cfw
	(No ref number) ACTION: PC To follow up OCC next steps and costing – 20mph speed limit	Actioned
	(No ref number) ACTION: TG to circulate Asset Register for update/approval	cfw
CFW from July	21/088 TG to try and contact SU-W to determine his intentions and TG to inform SC of the outcome	Actioned
	21/089 June Minutes TG to change Guard House to Guard Room & ref Airfield A list of actions from the June meeting have been circulated and updated by councillors. and will be an appendix to the minutes.	Actioned
	21/092 PC to continue logging TW complaints with DL/OCC	Cfw
	MJ/JD to pass on Sutton by-pass plans to DL	Cfw
	21/095 Meeting of the Parish PC to give contact details for those taking part in the to TG (for thank you letters?)	Actioned
	21/096 Village Communication MJ to progress the suggestion of two Parish Meeting	Cfw

MIN REF	ITEM
	<p>JD to get costings for a microphone Cfw</p> <p>GS return to November meeting with a costed proposal for 2022 Village Hall Financial Support Cfw</p> <p>21/097 S106 MJ to obtain quotes for Play Equipment Cfw</p> <p>21/100 Finance TG to investigate possibility of changing banks Cfw</p> <p>JD to ask Village Voice if they will accept one payment for distribution Cfw</p>
21/107	<b>REPORT FROM DISTRICT/COUNTY COUNCILLORS</b>
	<p><b>County Council:</b> DL provided a report – see Annex. It was questioned whether the ‘First and Last Bus Service’ would accept Concessionary Passes <b>Action:</b> KH to follow up.</p> <p><b>20mph speed limit</b> The opportunity to introduce a 20mph speed limit for the villages of Stanton Harcourt and Sutton discussed – All were in favour of the proposal in principle. Further details on the scope and estimated cost to be sought for budgeting purposes. <b>Action:</b> TG to follow up with DL the scope and estimated costs</p> <p><b>District Council:</b></p> <ul style="list-style-type: none"> <li>• LN has arranged a meeting with TW</li> <li>• Following the S106 meeting which was attended by MJ &amp; KH, WODC have reviewed and changed procedures and are currently recruiting staff to manage the process.</li> <li>• LN sits on Scrutiny, Licencing and Planning Committees</li> <li>• Currently arranging seminars on the Oxon Plan</li> </ul> <p><b>Action:</b> MJ/JD to pass on Sutton by-pass plans to DL</p>
21/108	<b>PLANNING (CURRENT APPLICATIONS)</b>
	<p><i>APPLICATION NO: 21/03044/FUL</i> <i>PROPOSAL: Insertion of window to north elevation</i> <i>LOCATION: Unit 7-8 Lakeside Industrial Estate Stanton Harcourt</i></p> <p>The application was circulated for comment – no objections raised.</p> <p><b>Other planning:</b> An application to address development of 40 dwellings “Land at Butts Piece” Stanton Harcourt had been received to name the 2 new streets. The developer has proposed the following street names: Saxon Gardens – As a tribute to the archaeological finds that have been made on the site – Gardens due to the open space on the development - for the road shown in Green on the attached plan Stones Way – stones linking back to the henge monument which forms part of Stanton Harcourts history – for the smaller road shown in Blue on your plan</p> <p><b>Action:</b> All to confirm suggestions to TG by end of week for TG to compile and circulate for approval.</p> <p><b>Butts Piece Archaeological dig:</b> MJ asked that the documents related to this project be added to the Stanton Harcourt Website</p> <p><b>Action:</b> TG to add the Butts Piece Archaeological dig photographs etc to our website</p>

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21/109	<b>VILLAGE VOICE</b>																																							
	<p>The September and October editions been distributed both online and in paper form. The Editor has raised the question of adverts appearing in Village Voice. The PC agreed that the Editor could use discretion on deciding which adverts to accept.</p> <p><b>Action:</b> TG to confirm our decision to the Editor</p>																																							
21/110	<b>UPDATE ON GUARDROOM</b>																																							
	<p>Update from Hayfield: The guardroom is progressing well internally, with the final items being installed so we can start painting. Externally our groundwork elements are complete with final soft landscaping and fencing taking place over the coming weeks. Defibrillator still to be installed. All going to plan and subject to our supply chain performing we should be in a position to handover on the 22nd of October.</p> <p>GS reported that cups and saucers had been donated by the village hall. GS volunteered to manage bookings for the Guardroom in the short term, until a long-term solution is in place.</p> <p><b>Action:</b> MJ to confirm valuation to TG for insurance and asset register.</p>																																							
21/111	<b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b>																																							
	No members of the public present																																							
21/112	<b>FINANCE UPDATE</b>																																							
	<p>Spend for the year so far was under budget.</p> <p>Invoices Paid:</p> <table border="0"> <tr> <td>D Axford</td> <td>Village Voice</td> <td>£18.40</td> </tr> <tr> <td>N Rickards</td> <td>Village Voice</td> <td>£17.20</td> </tr> <tr> <td>O Newman</td> <td>Village Voice</td> <td>£16.40</td> </tr> <tr> <td>L McEachern</td> <td>Village Voice</td> <td>£12.00</td> </tr> <tr> <td>T Newman</td> <td>Village Voice</td> <td>£31.80</td> </tr> <tr> <td>Savills</td> <td>The Leys Rent</td> <td>£152.00</td> </tr> <tr> <td>J Woodward</td> <td>Maintenance</td> <td>£827.64</td> </tr> <tr> <td>WODC</td> <td>The Green Rent</td> <td>£10.00</td> </tr> <tr> <td>WODC</td> <td>Grass Cutting</td> <td>£248.00</td> </tr> <tr> <td>WODC</td> <td>Grass Cutting</td> <td>£496.02</td> </tr> <tr> <td>WODC</td> <td>Grass Cutting</td> <td>£496.02</td> </tr> <tr> <td>WODC</td> <td>Bin Emptying</td> <td>£148.63</td> </tr> <tr> <td>WODC</td> <td>Bin Emptying</td> <td>£148.63</td> </tr> </table> <p><b>2022 Budget</b> <b>Action:</b> TG to circulate budget vs spend <b>Action:</b> All councillors to forward budget suggestions to TG by 22 October for discussion/approval at the November meeting</p>	D Axford	Village Voice	£18.40	N Rickards	Village Voice	£17.20	O Newman	Village Voice	£16.40	L McEachern	Village Voice	£12.00	T Newman	Village Voice	£31.80	Savills	The Leys Rent	£152.00	J Woodward	Maintenance	£827.64	WODC	The Green Rent	£10.00	WODC	Grass Cutting	£248.00	WODC	Grass Cutting	£496.02	WODC	Grass Cutting	£496.02	WODC	Bin Emptying	£148.63	WODC	Bin Emptying	£148.63
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21/113	<b>ANY OTHER BUSINESS</b>																																							
	<p>Use of Google Doc's by PC members. It was suggested that we are not making best use of software acquired for PC use. It was agreed that KH would run a short court for PC members to help them utilise the facilities available <b>Action:</b> KH to organise an on-line session</p> <p>Steadys Lane Notice Board: A request had been received to carry out repairs on the notice board – MJ confirmed that the board would be removed with a view to installing a new board at the Guard Room.</p>																																							

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	<p><b>Action:</b> TG to obtain costs for a pin board with unlocked sliding doors</p> <p>The required number of sittings of parish council and community boards to be discussed at next meeting  <b>Action :</b> MJ and TG to place item on November Agenda</p> <p>Steadys Lane Salt Bin:  A request had been received for the PC to replace the salt bin, which had been damaged and was no longer fit for purpose.  <b>Action:</b> MJ to purchase a bin and replace the damaged bin.</p> <p>Dogs on Jubilee Field:  Complaints had been received regarding dogs on Jubilee Field. The PC discussed and it was agreed that dogs should not be on the children's play area  <b>Action:</b> MJ to source signs for installation on the gate.</p> <p>Overgrown Hedge:  A complaint had been received regarding the hedge at the end of New Road  <b>Action:</b> MJ to contact the owner to ask for the hedge to be trimmed.</p>
	<p><b>NEXT MEETING:</b>  1<sup>st</sup> November 2021</p>

Signed .....

Date .....

## **Stanton Harcourt, October 2021**

### **OCC news:**

County Council meetings are now taking place at County Hall, as things start to head back we hope to normality.

The new scrutiny committees at the County Council have now each had their first meetings. The scrutiny function has been reorganized so that it can be more effective, and hold the administration to account on behalf of residents. There are three scrutiny committees replacing one previously. As part of this transparency all the Chairs of scrutiny committees will be from the opposition party, although you can be sure that those of us from the parties of the Oxfordshire Fair Deal Alliance will also want to ensure proper and rigorous scrutiny. I sit on the Place committee (looking at transport, libraries, etc) and on the Audit and Governance committee.

The County Council is operating under the budget inherited from the previous administration, but is still making a difference by focusing on key areas like promoting active travel and restoring public transport links.

A trial is underway in 5 villages of a new simplified way of introducing 20mph zones. The objective is that all villages that want 20 limits will be able to have them with less bureaucracy and expense. I hope that Stanton Harcourt PC will want to have a 20 zone for Stanton Harcourt and for Sutton, and if that is the case, I will do my best to ensure that you are high in the priority list as the new zones are rolled out.

We are committed to addressing the Climate emergency, and encouraging active travel. A trial in 5 villages for a new way of introducing 20mph zones is underway, with the hope that this will make it easier for those villages and towns that want 20 zones to have them. I would be extremely supportive if Standlake wanted such a zone, and I am very aware that there is some appalling driving in parts of the village.

The "First and Last" bus service to Eynsham and Hanborough should be up and running by the end of this year, supported financially by the County Council, and I hope it will be of use to residents wanting to get to Oxford or Witney, and help people who don't have access to cars, or who want to reduce their car usage. No village should be entirely reliant on cars. You may have seen that a Solar Farm is likely to be proposed off Tar Road, in South Leigh parish. The proposal is that construction traffic will reach the site via the A415, B4449 from Hardwick and then north along Tar Road. I will insist on this being the only acceptable route, if planning permission is granted.

Please contact me by phone 07852 748362 or email [dan.levy@oxfordshire.gov.uk](mailto:dan.levy@oxfordshire.gov.uk)

## ACTIONS TO BE CFW to July Meeting

	<b>Actions</b>	<b>Actioned</b>
C/F	<p>21/064: TG/KH to compile a PC Policy Register for review. KH had compiled a list of policies – TG to check against PC current policies.</p> <p>21/067: TG to review lease – LN offered assistance with obtaining a copy of the lease – TG to progress with LN.</p> <p>(No ref number) ACTION:</p> <ul style="list-style-type: none"> <li>• TG to contact DL to confirm included roads and costing – 20mph speed limit</li> <li>• TG to circulate amended Asset Register for update/approval</li> <li>• JD/MJ have addressed two road/pedestrian safety issues raised by residents during the month where hedges were overhanging</li> <li>• JD is working on the maps for grass cutting and will amalgamate maps already available to get a clearer plan.</li> <li>• JD asked if the path could be cut through the bund to the cricket club from Hayfield Green. This is not possible yet as Hayfield Homes have not handed the land over yet. They will make a path through the bund.</li> </ul>	
21/107	<p>Concessionary Fares accepted on First and Last Bus Service? - KH to follow up.</p> <p>MJ/JD to pass on Sutton by-pass plans to DL</p>	
21/108	<p>Naming of Butts Piece Development roads - All to confirm suggestions to TG by end of week for TG to compile and circulate for approval.</p>	
21/110	<p><i>Guard Room</i> MJ to confirm valuation to TG for insurance and asset register.</p>	
21/112	<p><i>Finance</i> TG to circulate budget vs spend</p> <p>All councillors to forward budget suggestions to TG by 22 October for discussion/approval at the November meeting</p>	
21/113	<p>Steadys Lane Notice Board: TG to obtain costs for a pin board with unlocked sliding doors</p> <p>Steadys Lane Salt Bin: MJ to purchase a bin and replace the damaged bin.</p> <p>Dogs on Jubilee Field: MJ to source signs for installation on the gate.</p> <p>Overgrown Hedge: MJ to contact the owner to ask for the hedge to be trimmed.</p>	