

**Minutes of the Parish Council Meeting  
held on Monday 4<sup>th</sup> November 2019  
in the Village Hall**

**Present:**

Charles Mathew (CM) Chairman  
Graham Dixon-Brown (GDB) Councillor  
Jose Eaton (JE) Councillor  
Gill Sellars (GS) Councillor  
Joe Deane (JD) Councillor  
Trudi Gasser (TG) Parish Clerk

**In Attendance:**

Hilary Fenton (HF) WODC District Councillor  
5 Members of the public

<b>MIN REF</b>	<b>ITEM</b>
<b>19/125</b>	<b>APOLOGIES FOR ABSENCE</b>
	Matthew Judson (MJ) Councillor - Vice Chairman Steve Good (SG) WODC District Councillor
<b>19/126</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 lives on B4449</li> <li>• GS lives on the B4449</li> </ul>
<b>19/127</b>	<b>APPROVAL OF MINUTES OF 7<sup>th</sup> OCTOBER 2019</b>
	<p>The Minutes were approved.</p> <p>Matters Arising: 19/115 - JD reported that he had written to OCC regarding the noise from biomass fan. He had received a reply which he would circulate to all. CM stressed the need to know the planning conditions, GS suggested a public information request might be helpful in obtaining the information.</p> <p>Village Voice – JD confirmed that copies of Village Voice were now being delivered to Hayfield Homes and The Harcourt Arms.</p>
<b>19/128</b>	<b>REPORTS FROM DISTRICT/COUNTY COUNCILLORS</b>
	<p><b>DISTRICT:</b> HF - nothing to report, but apologised for yet another Election! SG - provided a report – See Appendix C</p>
	<p><b>COUNTY:</b> CM provided an update of the A40.</p>
<b>19/129</b>	<b>PLANNING</b>
	<p><b>TRAFFIC CALMING AT THE AIRFIELD DEVELOPMENT:</b> CM confirmed that no further developments. There would almost certainly be objections to the consultation which closed on 18<sup>th</sup> October.</p>

<b>MIN REF</b>	<b>ITEM</b>
	<p><b>APPLICATIONS:</b> No new applications to report.</p>
<b>19/130</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 appendix).</li> <li>2. It was resolved to reconvene the meeting.</li> </ol>
<b>19/131</b>	<b>LITTER PICKING</b>
	<p>TG confirmed that following a request from Steve Tuck for litter pickers, an order had been placed with the company which supplied the hoops.</p> <p>A total of £202.11 has now been spent.</p> <p>TG requested dates of the next litter pick to communicate to Hayfield Home to arrange a cheque presentation and photo.</p>
<b>19/132</b>	<b>B4449/CYCLEPATH/SPEED CONTROL</b>
	<p>B4449: CM confirmed that a walkabout with Paul Wilson, GDB and GS would take place in the coming week.</p> <p>Cycle path: No progress to report from OCC or the cycle path committee. TG to continue to chase for progress reports.</p>
<b>19/133</b>	<b>EMERGENCY PLAN</b>
	<p>Following the previous meeting, only a couple of comments had been received regarding the draft plan. All to provide comments.</p> <p>TG to disseminate a draft plan excluding and personal information to the village and publish on the website, asking for contact details for volunteers, ie medically trained individuals and anyone with machinery, etc.</p>
<b>19/134</b>	<b>BUDGET PROJECTS</b>
	<p>Extensive discussions took place regarding projects. Some suggestions had been submitted to TG, but not with costings. TG to compile a list for consideration at the next meeting for inclusion in the 2020/21 budget.</p>
<b>19/135</b>	<b>COUNCILLOR RESPONSIBILITIES</b>
GS	Hayfield Homes – work had begun on the parking bays at the cemetery. JE reported that the road work carried out by the cemetery was unsatisfactory, GS to look into and follow up with Hayfield Homes
GDB	Nothing to report
JD	Nothing to report
JE	Mick Hill keeping the cemetery areas very tidy
MJ	<ul style="list-style-type: none"> <li>• Village Hall Car Park Fence – could be up to £500 for materials and labour to</li> </ul>

MIN REF	ITEM
	<p>repair. The VH Committee agreed to pay 50% of the cost.</p> <ul style="list-style-type: none"> <li>• Chris Stabler to hire his chipper at £100, less than the day rate for 5A (would probably need to hire for weekend as they shut at 12:00 on Saturday).</li> <li>• Robin to cut all laurels down before Saturday 9th so just the clearing is needed, safety of volunteers could be an issue if a chainsaw is being used with several people in the garden at the same time. Does the PC want to remove the roots? Comments from the neighbours (Kavanagh) that the roots are pushing the fence, I am concerned that removal could damage the fence that would then need replacing in short order.</li> <li>• Chris Stabler has removed tree in Village Hall garden as agreed at the last meeting. Invoice has been passed to The Clerk.</li> <li>• Mick Hill alerted me to the gate being broken (vandalism seems likely) on Village Hall Play Area. John Woodward will be looking to repair.</li> <li>• Defibrillator box heater and light appear to be still working following removal of plug from circuit board and soldering of wires to it directly. If it does fail again it will be necessary to replace the circuit board and heater.</li> </ul> <p>CM expressed his thanks to MJ for all his work on maintenance.</p>
<b>19/136</b>	<b>FINANCIAL MATTERS</b>
	<ul style="list-style-type: none"> <li>• Cheques were circulated for signature.</li> </ul>
<b>19/137</b>	<b>CORRESPONDENCE</b>
	<p>A request to place a memorial bench in the cemetery has been received. Approval was granted for the bench and proposed location. Jose Eaton thanked the parish council for their help.</p>
<b>19/138</b>	<b>OTHER BUSINESS (for information only)</b>
	<p>Nothing to report</p>
	<b>NEXT MEETING</b>
	<ul style="list-style-type: none"> <li>• The next Ordinary Meeting: 7.30pm Monday 2<sup>nd</sup> December.</li> </ul>

Signed .....

Date .....

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

### **Vandalised Car on B4449**

Thanks were expressed to Hilary Fenton for assisting in the removal of the abandoned vehicle.

### **Laurel Bush Removal**

A timescale for the removal of the Laurel was requested to allow the neighbouring resident to erect a fence once the bus and roots had been removed. GS to follow up with MJ.

### **Chicane at the Airfield Development**

Concern was expressed regarding the plan of the proposed location of the chicane as it would block access. CM assured all that it would not be located in such a way that it would block access.

CM to chase OCC for an update on the status.

## **APPENDIX B TO MINUTES: PLANNING APPLICATION COMMENTS**

No comments to report.

## **APPENDIX C TO MINUTES: DISTRICT COUNCILLOR REPORT**

Please find the attached as part of my announcements for the PC this evening.  
Once again my apologies .

Best Regards,

Cllr. Steve Good

**For immediate release**

# **news release**

## **Empty properties targeted to ease pressure on the housing market**

A major initiative to ensure hundreds of long-term empty properties are brought back into use is set to be launched by the Council.

The Long Term Empty Property Strategy is designed to identify homes that have been vacant for more than six months and will work with owners on making them available for occupation.

The aim is to help ease the housing waiting list as well as ensuring dilapidated properties are improved, benefiting communities and the environment.

At the end of August 2019 West Oxfordshire district had 418 properties classed as being empty for more than six months.

Cllr Steve Good, Cabinet Member for Communities and Housing, said: "We initially need to find out why these properties have stood empty for so long and then work as hard as we can to ensure they become available for residents.

"Often owners just need a little help and advice to help with issues and that way we can free up homes for those wanting to live and work in the District as well as alleviating problems such as anti-social behaviour and vandalism often associated with dilapidated properties."

A dedicated Empty Property Officer has now been appointed by the Council to work with property owners and explore the options available to them.

An empty property database is also being established containing information provided by council tax and collected through investigations, reviews, complaints and surveys.

When properties do become empty, the council will try to locate owners and offer advice on how to bring the homes back into use.

When this is not successful the council will move onto formal enforcement measures against the owner that could ultimately include a compulsory purchase order or enforced sale.

In 2018 more than 2,350 applications had been made to join the housing waiting list of which more than 700 were classified as homeless and in need of housing provision. A total of 76 households were placed into temporary accommodation.

Cllr Good added: "A growing population and high property prices is making it harder for people to find a home so this scheme will hopefully help alleviate the situation by making use of existing housing."

The Empty Homes Strategy is due to be discussed by the Council's Cabinet on Wednesday 13 November.

### **Notes to Editors**

The council's Homelessness Strategy 2019 to 2023 and the Housing Strategy sets out the key housing issues in the district and specifies its priorities over the next five years as being to:

- Increase the provision of affordable homes;
- Improve the quality of housing;

- Increase the range of housing types to meet the needs of older and vulnerable residents
- Prevent homelessness
- Secure accommodation for homeless households

**Andrew Smith**

Communications Officer (West Oxfordshire District Council)

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