

BRIZE NORTON PARISH COUNCIL

Minutes of the Parish Council Meeting of the Parish Council on Monday 1st October 2018 at 7.30 pm at The Sports Pavilion, Brize Norton

<u>143/19</u>	<u>PRESENT</u> Cllr Shillingford, Cllr Way, Cllr Ball, Cllr Campion, Cllr Goble, Cllr Gush, Cllr Squire, Alison Riseley - clerk, Cllr Postan,  Mrs Beverly Campion, Mr Tim Gush, Mr. Clive Homer	<u>ACTION</u>
<u>144/19</u>	<u>1 – APOLOGIES</u>  Cllr Field-Johnson	
<u>145/19</u>	<u>2.1 - DECLARATION OF INTEREST</u>  Cllr Campion would like to declare an interest in item 4.1 and 4.2 on the agenda and the subsequent discussion under 7.13, due to his wife being the proposer.	
<u>146/19</u>	<u>2.2 – TO DELCLARE ANY PECUINARY OR OTHER INTEREST</u>  There were no further declarations of pecuniary or other interest from the councillors.	
<u>147/19</u>	<u>3 – MINUTES</u>  The minutes of the meeting on Monday 3rd September were agreed and signed. Cllr Way proposed and Cllr Campion seconded, all councillors agreed. Motion passed by all Councillors. The Chairman signed the minutes.	Clerk to scan and post to website
<u>148/19</u>	<u>4 – PUBLIC PARTICIPATION</u> <u>4.1 – BRIZE NORTON SPORTS AND SOCIAL CLUB PROPOSED ALTERATIONS</u>  Mr Tim Gush would like to present regarding the changes to the fabric of the Brize Norton Sports and Social Club, with regards to the proposed café.  There is a promise of S106 money to replace the Pavilion. However, this is not going to happen for another 5-6 years.  The Social Club Pavilion is already around 35 years old and showing signs of wear and tear. The changing rooms are not conducive to other visiting clubs and you have to pass through the changing rooms to reach the bathroom. Facilities for women are lacking. There are no facilities suitable for the disabled.	

  
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	<p>Mr Gush explained that they would like to build a new shed in the Recreation Ground to store the items from the garage. The garage would be converted into 2 changing rooms (male and female). The changing rooms would be changed into both male and female toilets. The rear of the building will be altered to accommodate the proposed cafe.</p>	
<u>149/19</u>	<p><u>4 – PUBLIC PARTICIPATION</u> <u>4.2 PROPOSED CAFÉ FOR THE PAVILLION</u></p> <p>Mrs Beverly Champion stated that the pavilion is currently underused. By developing a café it will increase the footfall in BN. It is hoped that there will be somewhere for young people and families who enjoy the Recreation Ground and the playground to come and use the facilities. Also, it could be frequented by cyclists or tourists who come through the village.</p> <p>She has been in contact with the Oxfordshire for a like for like grant to fund the project.</p> <p>The long-term projection would be to continue the project into the new building when it is built in 5-6 years' time.</p> <p>Mrs Champion would like to have it up and running by the summer 2019.</p>	
<u>150/19</u>	<p><u>5 – RECORDS OF CHAIRMAN'S MEETINGS</u></p> <p>Mr Shillingford has met with other members of the council to discuss finances, which Cllr Squire will report in point 10.3 &amp; 10.4</p> <p>The planned meeting with the Chair and Vice-Chair of Carterton Town Council was rescheduled.</p>	
<u>151/19</u>	<p><u>6 – DISTRICT AND COUNTY COUNCILLORS REPORTS</u></p> <p>Cllr Postan proudly presented The Local Plan, which has been accepted. It will be circulated in both e-copy and hard copy. Cllr Postan would like it noted that he chaired the meeting that passed the Local Plan.</p> <p>Cllr Postan is currently working with Carterton Town Council. He felt that this would bring benefits to local villages, which surround Carterton.</p> <p>He suggested that the Council look to approaching himself through WODC regarding possible grants if they choose to follow the café project.</p>	

Cllr Shillingford questioned Cllr Postan regarding The Local Plan. It was considered that this new Plan puts the parish in a stronger position regarding the Lagan Homes application. However, Lagan Homes was applied for before the Local Plan was implemented and therefore it was unclear if a pre-application would still be subject to the terms defined in the Local Plan.

Mr Glazier (ex-Chairman of BNPC and Chair of the Water board in Bampton) is going to attend the Thames Water meeting on Thursday 4<sup>th</sup> October on behalf of BNPC. He will send his report in preparation for the next council meeting.

Cllr Postan abseiled down the maternity ward of the JR building in aid of a local Charity.

Cllr Field-Johnson's report is submitted as Appendix D.

152/19

7.13 – THE BNS&SC CAFE

This point of discussion was raised as 4.1 and 4.2 during the Public Participation and brought forward in the agenda so that additional questions may be put to the members of the public.

Cllr Campion did not comment during this discussion as he has declared an interest in the proceedings, although he was given a dispensation to remain in the room as no decisions were being made at this stage.

Questions were raised as to a change of land use.

Additional questions were asked regarding cost & funding. Who would pay wages, and how much rent would be paid to the BNS&SC?  
Would a different licence be required for the change of use in the premises as the BNS&SC already have an alcohol licence?  
How much will plans for alterations cost?  
Where will the money come from for a refurbishment?  
What additional/ new licencing will be required to run a café?

Cllr Ball questioned the detail of money spent before the Council agreed.

Cllr Ball questioned the reference to the Equality Act -  
Mrs Campion replied that currently there is no disabled toilet, no women's changing rooms, or specific toilet facilities.

There may be a business case for additional money for s106.  
Need for a café/ village shop is supported by findings by the Neighbourhood Plan for developments in the village in the Village Survey.

Cllr Squire proposed that Mr Gush and Mrs Campion continued their research into costs involved in alterations and requirements needed. Cllr Goble seconded. All councillors agreed.

A 'team' should be put together to meet with Mr Gush and Mrs Campion for further information.

Clerk to seek legal guidance for the Council

Clerk to locate the Council's contract with the BNS&SC and the PO.

  
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	Cllr Postan left the meeting at 8:03pm	
<u>153/19</u>	<p><u>7.1 – PROPOSED SPEND LIMIT OF £200 FOR HANDYMAN FOR HAND TOOLS</u></p> <p>The Chairman would like to propose giving the village handyman, Mr Terry Hinchly £200 to spend on tools required to complete tasks correctly and efficiently.</p> <p>Cllr Shillingford proposed, Cllr Ball seconded. All Councillors agreed.</p> <p>Mr Hinchly to please provide receipts. In addition, local businesses (A.K.Timms, 5’As and ) will also send electronic invoices to the clerk.</p>	<p>Clerk to communicate with Mr Hinchly. Clerk to communicate with A.K Timms, 5A’s to authorise Mr Hinchly to purchase items with a max spend of £100</p>
<u>154/19</u>	<p><u>9.4 – REALLOCATION AND AMALGAMATION OF HEADINGS IN THE PARISH CASHBOOK</u></p> <p>Items 9.4 (154/19) &amp; 9.5 (155/19) on the agenda were moved forward as their decisions may have a bearing on proposal in 7.2 (156/19).</p> <p>Cllr Squire and Cllr Shillingford have analysed the cashbook in light of the precept and half yearly spend. They are happy with the way that the accounts are going.</p> <p>Cllr Squire circulated and explained the accounts to the Council.</p> <p>He considered that there are too many ‘pots’. It was suggested that clerk’s fees &amp; clerk’s expenses be combined. Also, the ‘Sports Pavilion’ and ‘Pavilion Sheds’ expenses be combined. In addition, the ‘Cemetery’ &amp; ‘War Memorial Refurbishment’ could be combined.</p> <p>The Clerk pointed out that the Clerks fees and expenses should be kept separate as they are taxed differently.</p> <p>Councillor Squire noted that the website and clerks’ fees need to be monitored as they are slightly more over budget than planned.</p> <p>The cheque for the speed signs has been agreed and signed but will be released when the work is finally completed.</p>	
<u>155/19</u>	<p><u>9.5 – TO AMALGAMATE THE RESERVE FUNDS HELD BY WODC INTO ‘THE MOWER FUND’</u></p> <p>T1654 is s106 moneys from the RAF hanger. T1633 has been savings from the mower fund T1611 was for the War Memorial.</p>	<p>The Clerk to contact WeiWei Hu at WODC to transfer funds.</p>

	<p>The Financial Statement was also explained as money owned by BNPC and held by WODC in 3 different amounts. He proposed taking some of the money from the current account and putting it into the reserved accounts held by WODC. Transfer £3000 from accounts into reserves at WODC. At the end of the year other excess moneys also be transferred into the same fund.</p> <p>Cllr Squire has proposed that the 3 funds held by WODC are joined together. Councillor Shillingford seconded. The motion was passed.</p>	
<p><u>156/19</u></p>	<p><u>7.2 – NEIGHBOURHOOD PLAN STEERING COMMITTEE/ UPDATE ON VILLAGE CHARACTER ASSESSMENT</u></p> <p>After Cllr Squire updated the Council on the finances, he also explained the finances linked with the Neighbourhood Plan.</p> <p>Expenditure of the NP this year is £776.52 To date we have paid CFO £4,500.</p> <p>Another £500 on landscape report is expected to be needed Another £5000 on the Landscape Characteristic Assessment report is also needed</p> <p>Cllr Ball questioned if it was a necessary spend. The justification was that Neighbourhood Plans are evolving and more evidence is now required based on previous experiences of other completed Neighbourhood Plans. It has had a change in scope, which is not static and Planning Specialist Consultant has recommended that it is highly advisable.</p> <p>It is advised that the Neighbourhood Plan Steering Group on behalf of the Council challenge CFO for any further reports that may be needed.</p> <p>Going forward, the council have three options</p> <ol style="list-style-type: none"> <li>1) To continue the Neighbourhood Plan without the additional reports</li> <li>2) To pay for the extra report to make the proposed Plan thorough with well supported with evidence</li> <li>3) To avoid spending additional money and to discontinue the Plan</li> </ol> <p>The Councillors agreed that option three not would be economically advisable considering the current expenditure and work that has gone into the Plan.</p> <p>So, to continue the plan and to complete the project with the correct evidence would be the best decision.</p> <p>The Councillors voted on the motions</p> <ol style="list-style-type: none"> <li>1) Movement of money Cllr Squire proposed that the £5000 be taken out of the reserve fund held at WODC to finance the report. Cllr Campion seconded. All councillors, except Cllr Ball, agreed and the motion was passed.</li> <li>2) Additional monies should spent on NP</li> </ol>	<p>The Council</p>

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	<p>The Council should continue spending money on the NP to ensure that it is as thorough and as professional and conclusive as possible. Cllr Squire proposed , Cllr Campion seconded. All councillors, except Cllr Ball, agreed and the motion was passed.</p> <p>Cllr Ball would like it minuted that he strongly disagreed with the proposals.</p> <p>The NP committee has a meeting on Tuesday 9<sup>th</sup> October at 5pm with Odele Parsons from OCC.</p> <p>Cllr Ball left the meeting at 8:20pm</p>	
<u>157/19</u>	<p><u>7.3 – BLOOR HOMES/ SPORTS FIELD LEASE</u></p> <p>Cllr Squire reported that we still need the hard copy with Mr Briars.</p> <p>Mr Briars has sent a VAT receipt for the invoice. The main payment will be covered by Christchurch.</p> <p>The Clerk sent an e-mail to Will Benbow requesting the Sports field 25 year and long lease 150 years to complete the document ready for signing. He has replied, but the Clerk has not yet received the lease.</p>	<p>Clerk to request a copy of the document.</p> <p>Clerk to send an urgent request to Mr Benbow for the documents.</p>
<u>158/19</u>	<p><u>7.4 – BRIZE MEADOWS (WEST BRIZE NORTON) UPDATE ON DEVELOPMENT PLANS</u></p> <p>Matters have been taken to the planners and they suggest that it is moving forward.</p> <p>Another meeting to be scheduled. Clerk to invite.</p> <p>Cllr Squire, Cllr Campion &amp; Cllr Goble to meet Odele Parsons OCC meeting on the 9<sup>th</sup>.</p> <p>A meeting is to be held on Tuesday 16<sup>th</sup> regarding a response to the residents of Burford Road.</p>	
<u>159/19</u>	<p><u>7.5 – PRE-COMMENCEMENT CONDITIONS/ VILLAGE HALL</u></p> <p>Proposals for the Elder Bank Hall/ BNS&amp;SC Plans</p> <p>Extension Plans and toilets, disabled facilities, parish council offices</p> <p>Agenda item for December 2018, due to discussing precept. After that a sub-committee/ working group be put together for</p> <p>Planning</p>	

19	<p><u>7.6 – MONAHAN WAY TOUCAN CROSSINGS</u></p> <p>Cllr Goble and Cllr Campion are meeting with OCC next Tuesday</p> <p>Issues of concern to be raised are:          Burford traffic &amp; pedestrians          Speed cushions on Station road and new build outs          MONAHAN WAY TOUCAN CROSSINGS          Combined footpath and cycle path on Carterton Road</p>	
161/19	<p><u>7.7 – SPEED CUSHIONS IN BRIZE NORTON UPDATES</u></p> <p>This will be discussed further with OCC.</p>	
162/19	<p><u>7.8 – REPLACE POEMS ON MEMORIAL TREES</u></p> <p>Cllr Gush to follow up with Cllr Ball.</p> <p>The Clerk to follow up with Carolyn Peach regarding location of which service personnel is placed on which tree.</p>	Cllr Ball to bring quotes to next meeting.
163/19	<p><u>7.9 – PRESCHOOL FOREST SCHOOL</u></p> <p>Cllr Gush to liaise with the pre-school about ‘What is a Forest School’?</p> <p>Initially, the Pre-School wanted to put the Forest School on the Recreation Ground, but now they are considering to use their allotment plot.</p> <p>Councillors wanted to know how many children would be on the allotment at one point? What impact will this have on the other allotment holders?</p> <p>Cllr Shilingford offered to meet with the pre-school regarding the use of the allotment on behalf of the allotment committee.</p>	
164/19	<p><u>7.10 – STANDING ORDERS</u></p> <p>Cllr Way and the Clerk have examined the Council’s current Standing Orders. Cllr Way researched other Council’s Standing Orders and The Clerk found ‘Model Standing Orders’ on the NALC website. There are several changes to be made relating to GDPR along with some links to other policies held by the Council on the website.</p> <p>Cllr Way would also like to add that there are several other policies that need writing within the next few months as part of the Clerk’s CiLCA course. This should tie in with the Standing Orders and other policies already held by the Council. The Standing Orders is the first policies to be written, but links to subsequent policies posted for transparency on the Council website will be inserted into the document before being posted on the website.</p>	

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<u>165/19</u>	<u>7.11 – BUS SHELTER QUOTES</u>  Cllr Way called WODC regarding Health and Safety on repair of the bus shelters.  WODC were also consulted about the bus shelters.  BNPC pay rent to Christchurch annually to rent the land. Cllr Way to follow up with WODC and Christchurch to see if they can repair the Bus shelters.	Clerk to phone Christchurch to see if they can identify which bus shelters they own and that BNPC pay rent for.
<u>166/19</u>	<u>7.12 – REPAIR OF OLD SIGN ON CHAPEL HILL</u>  Cllr Campion has not yet approached Mr Ray Griffiths to help with repairing the sign. It was recommended that he proceed with some urgency before the historic sign is more permanently damaged.	
<u>167/19</u>	<u>7.14 – RABBITS ON THE RECREATION GROUND</u>  The clerk has sent two e-mails to Mr Gerald Coombs regarding the rabbits and currently had no response. It was suggested a letter be sent or a Cllr approached Mr Coombs to request his help.  Cllr Shillingford has spoken to him and has agreed that he will take on the job in November.	
<u>168/19</u>	<u>8– PLANNING</u>  There are no further planning applications. (see attached Appendix A).  Clerk to respond to the Planning department, that although the application for signs for the new estate has not been passed, they have already been installed. However, they say ‘Brize Meadow’ not Meadows.	Clerk to e-mail Planning department to confirm status of ‘awaiting decisions’ at WODC as several have not been changed for some months.
<u>169/19</u>	<u>9.1 – FINANCE</u>  Consider payments to be made (see attached Appendix B).	Payments were approved.
<u>170/19</u>	<u>9.2 – SIGNING THE COUNCILLOR PRIORITY FUND APPLICATION FOR THE SPEED WARNING LIGHTS</u>  The Clerk has prepared the application and has authorised it with both Cllr Field-Johnson with OCC. The application was circulated to Cllrs Goble, Squire and Shillingford, with no amendments suggested.  Councillor Shillingford signed the document.	Clerk to send to OCC Department

19	<p><u>9.3 – SIGNING THE AMENDED AUDIT</u></p> <p>The signed audit has now been received from Moore-Stephens and the pages sent to Kyle Anderson (website manager) on 29/9/18 to be posted on the website. The same pages are also posted on the notice board opposite the School on Station Road.</p> <p>Several amendments were made at the last minute, due to funds being transferred from one box to another. These were explained and accepted by Moore-Stephens with recommendations that the earmarked funds were held and not declared as deferred income. This should be amended correctly for next year.</p>	
172/19	<p><u>10 – CORRESPONDENCE</u></p> <p>Consider other correspondence during this month (see attached Appendix C).</p>	No Action Required
173/19	<p><u>ITEMS FOR FUTURE AGENDA</u></p> <ul style="list-style-type: none"> <li>- Cllr Gush - Forest School for Pre-School</li> <li>- Cllr Campion - research Mary Ellis street name (West Brize Norton) &amp; plaque/ history</li> <li>- Cllr Campion – Mr Gush money for repairs to sports field and cricket pitch</li> <li>- Cllr Campion – Mr Gush/ Mrs Campion interior work on Pavillion for café.</li> <li>- Cllr Way – development on standing orders and other policies</li> <li>- Cllr Goble – NP</li> <li>- Cllr Goble – OCC Highways</li> <li>- Cllr Campion and Cllr Squire –Christchurch</li> <li>- Cllr Squire - Cllr Shillingford pre-commencement conditions</li> <li>- Cllr Campion – BNS&amp;SC</li> <li>- Cllr Goble – Village Character Assessment.</li> <li>- Cllr Squire – planning</li> <li>- The Clerk - Replacement trees/progress on condition old ones</li> <li>- Cllr Squire – proposals for Elderbank Hall/ BNS&amp;SC plans. Extension plans and toilets, disabled facilities, parish council offices.</li> <li>- Cllr Campion schedule of works and trigger points from Bloor homes/ WODC</li> <li>- The Clerk – report from Mr Glazier regarding the Water Day meeting at WODC</li> <li>- Cllr Campion - Old signpost on Chapel Hill (Ray Griffiths to repair it?)</li> <li>- Bollards on Chapel Hill to prevent parking, request by Mr Brennand</li> <li>- Cllr Shillingford – Councillors roles and responsibilities.</li> <li>- - There is an Elder Bank Hall committee meeting on Tuesday 16<sup>th</sup> October at 7:30 pm</li> <li>- Cllr Campion – Christchurch/ car park</li> <li>- Cllr Way – poppy bombing in the village</li> <li>- Terry Hinchly – tidy up path opposite school of weeds by notice board</li> <li>- Cllr Shillingford – organisation chart.</li> </ul>	<p>Cllr Campion to send contact details to Clerk.</p> <p>Clerk to scan extraordinary meeting for admin to put up on website.</p> <p>Clerk to ask Carolyn Peach or Mr Mwanze for the council lease for the PO.</p>

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	No additional items identified.	
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There being no further business the chairman declared the meeting closed at **9.32 pm**.

Date of next ordinary meeting **Monday 5th November 2018** in **The Pavillion** at **7.30pm**.



**PLANNING DECISIONS:**

<p>16/02599/OUT – (sent through by Minster Lovell PC)</p> <p>17/01859/OUT</p>	<p>Mr and Mrs Kinch Land West of Minster Lovell</p>	<p><u>Residential development of up to 95 dwellings together with a new vehicular access onto Burford Road (B4047), footpath links, areas of public open space, children's play area, landscaping and land for potential burial ground (means of access only).</u></p> <p><u>Approve subject to Legal Agreement Tuesday 9<sup>th</sup> May</u></p> <p>Residential development of up to 126 dwellings together with a new vehicular access onto Burford Road (B4047), footpath links, areas of public open space and landscaping.</p> <p><u>Registered 14<sup>th</sup> June 2017</u></p> <p><u>Approve subject to Legal Agreement Wed 29 Aug 2018</u></p>
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## APPENDIX B - FINANCE 169/19:

### ORDERS FOR PAYMENT:

101284	145.58	Kyle Anderson	Website August & September
101287	660	OCC	Green Corridors Report
101288	40.54	A.K. Timms	Items for repair of playground
101289	100	John Welch & Stammers	Public Open Space Agreement negotiation VAT
101290	161.5	Shillbrook stationery	CANCELLED
101291	761.18	WODC	Grass cutting - June
101292	5	Christchurch	Bus shelter rent
101293	32.67	Mister Mowerman	Strimmer parts
101294	50.99	Les Goble	Ink for Neighbourhood Plan
101295	19.99	NALC	Training Book
101296	137.75	Terry Hinchly	September wage
101297	550	Alison Riseley	September Wage
101298	2180.59	OCC	Speed warning signs
101299	25.16	1 & 1	internet website rent
101300	23.91	A.K. Timms	gloves, saw and weeder
101301	429.6	Moore-Stephens	external audit
101302	132	BNS&SC	P.O Reimbursement
101303	17.45	Shillbrook Stationery	balance difference
	<b>5,423</b>	<b>TOTAL</b>	

### PAYMENTS RECEIVED

30/08/2018	214.95	Castle Water	Castle Water reimbursement
	<b>214.95</b>	<b>Total</b>	

<b>BANK BALANCE</b>	£
Current a/c balance at 18th August 2018	16,557.61
Total order for payments in August (MONEY OUT)	<u>1,987.54</u>
Total receipts in August (MONEY IN)	<u>214.95</u>
Bank balance at 18th September 2018 (after payments)	14,785.02
WODC investment	29,700.00
Total funds at 18th September 2018	44,485.02

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## APPENDIX C - CORRESPONDENCE 172/19:

### OFFICIAL CORRESPONDENCE:

- a) SLCC newsletter
- b) WODC invoice June
- d) Shillbrook invoice
- e) playground equipment
- f) NALC book

### E-MAILS CIRCULATED IN MONTH

Civic voice – 4/9, 18/9,

CPRE –

HMRC - 2/9, 6/9, 11/9, 14/9, 19/9, 21/9, 26/9, 30/9,

Healthwatch Oxfordshire – 21/9, /9 (→ WW)

ICO newsletter – 6/9

Oxfordshire Community and Voluntary Action – /9, /9, /9, /9, /9 (→ WW)

Oxfordshire Clinical Commissioning Group – Talking Health - 14/9, /9, (→ WW)

PCS – UK – 19/9,

PSE – 3/9, 4/9, 5/9, 9/9, 9/9, 10/9, 12/9, 13/9, 14/9, 17/9, 18/9, 19/9, 20/9, 21/9, 21/9 25/9, 26/9, 26/9, 26/9 (not circulated)

PSN – /9,

PULSE -

Police and Crime Commissioner – 14/9

Rural Services weekly update (not circulated) - 4/9, 25/9,

Rural services seminar-, Rural opportunities - /9, Rural Housing - /9, Rural Vulnerability / /9 Rural Funding 5/9, Older People - /9, Seminar – /9, (not circulated),

SLCC Membership – /9

Wychwood Forest Project - /9,

- 1/9 Terry Hinchly – bus shelters
- 1/9 Charlie Brennand – Grass Verge
- 1/9 Jackie Bellenger – AKTimms invoice
- 1/9 Ann Elsmore – Car parking on Manor Road/ Grass verge
- 2/9 SLCC- events at SLCC
- 2/9 Nicholas Field-Johnson - Report
- 2/9 Need Not Greed – Invitation to Public Event
- 3/9 Ron Spurs – Shared Training opportunity
- 3/9 Eirwen Tagg – CiLCA group e-mails
- 3/9 Terry Hinchly – Parish Council Meeting
- 4/9 Events at SLCC - AFM
- 4/9 Virgin Media Business
- 4/9 Carolyn Peach – WW1 War Memorial letters x3
- 4/9 Lily Coombs – Walk for Parkinson’s Oxford

- /9 Carys Davis – News release: Recycling team get the message across
- 4/9 Odele Parsons – Traffic Calming on Burford Road
- 5/9 Nicolas Field-Johnson – Fwd: CMDE – 13<sup>th</sup> Sept
- 5/9 William Gutch – Environment Agency Burial Sites Sept 20118
- 5/9 Nicolas Field-Johnson – OCC Traffic Department
- 5/9 Kate May – Invitation for Brize Norton Parish Council
- 6/9 Terry Hinchly - wheelbarrow
- 6/9 Loraine Horne – the Oxfordshire Museum
- 6/9 Verena Hunt/ Nicholas Field-Johnson – Report for September
- 7/9 Cll Field-Johnson – Cabinet Member for Environment
- 7/9 Michael Sports and Play Consulting – SLCC supplier directory
- 7/9 Tim Gush - wheelbarrow
- 8/9 Rachel Gallacher – Face Painting
- 9/9 Cllr Yvonne Constance – Highways Depot Open Days
- 9/9 Liz Paine – Mower Part
- 9/9 George Gould Bishton - Reports
- 9/9 Robert Courts – Welcoming West Oxfordshire constituents up to Westminster and updates on local issues
- 9/9 Kyles Anderson – DO NOT OPEN
- 9/9 Keith Glazier – PO contract
- 10/9 WODC – receipt payment
- 10/9 Events at SLCC
- 11/9 Carys Davies (WODC) – PRESS RELEASE – Applications invited for affordable homes to rent
- 11/9 Carys Davies (WODC) – PRESS RELEASE – Water Day to discuss river pollution
- 11/9 Oxfordshire Stakeholders - OCC statement re: Oxford-Cambridge Expressway announcement
- 11/9 Tim Gush – PAVILLION KITCHEN DOOR
- 11/9 Oxfordshire Stakeholders OCC – Statement Regarding Oxford Cambridge Expressway Announcement
- 12/9 Betty Crockett – What’s Special to you: Landscape Issues in your Neighbourhood Plan
- 13/9 Town Parish Events – Reminder of dates for OCC Town & Parish Liaison Events
- 13/9 Virgin Media Business – Digital Readiness
- 13/9 SLCC Membership -News Bulletin
- 13/9 Community Covenant – Remembrance Trees (←)
- 14/9 Keith Butler – Ethics Training
- 14/9 Odele Parsons – Traffic Calming on Burford Road (→LG WW TS)
- 14/9 Fred Bellenger – Allotment Meeting Agenda
- 14/9 Louise Bevin Westminster Today – Just Launched; Third Sector Commissioning Conference this Novem
- 15/9 Carol Faulkner – Bus shelters (←)
- 16/9 Keith Glazier – Allotments rent (←)
- 17/9 Sara Long WODC – PRESS RELEASE: New Waste Calendar Now Online
- 17/9 Hannah Gush – Allotment Papers (←)
- 17/9 Jason Smith – Parish Map (→LG WW)
- 18/9 OCC – Planning application
- 18/9 Oxon SA – Brize Norton Parish Council
- 18/9 Jo Hall – Welcome to Wheel Power
- 18/9 Keith Glazier - Allotments rent

  
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- 18/9 Miranda French – allotment meeting
- 18/9 Tim Gush – Pavillon Kitchen door
- 19/9 Janet Hyland – allotment meeting
- 19/9 Ron Spurs – meeting tomorrow with BNPC/ CTC
- 19/9 Sara Long WODC – PRESS RELEASE: Free Safety check
- 19/9 Martyn Evans – New Report Remaking British Towns after Brexit
- 19/9 Sara Long WODC – PRESS RELEASE: Voting top myths busted
- 19/9 David Smith – Alison Riseley
- 19/9 Keith Glazier – Fwd: Burford Planning Application
- 20/9 Andrew Smith WODC – PRESS RELEASE: CAB wins contract to deliver advice on key issues
- 20/9 Furnitubes International
- 20/9 Citizens Advice WO
- 20/9 Louise Bevin Westminster Today – Just Launched third sector
- 20/9 Keith Glazier – Quarry Application
- 21/9 Martin Layer - Quarry Application
- 21/9 Emergency Planning – Flood Guidance Statment
- 21/9 Keith Butler – automatic reply – WODC codes of Conduct
- 21/9 Andrew Smith WODC – PRESS RELEASE: know you plastics
- 21/9 Terry Hinchly – Tree on Manor Hill and notice board
- 21/9 Will Benbow – Buffer land and Brize Norton
- 22/9 Oxon Sa – Brize Norton Parish Council
- 23/9 Robert Courts MP – Helpng out across WO
- 22/9 Carolyn Peach - Financial schedules
- 24/9 Terry Hinchly – Time sheets for September
- 24/9 Betty Crockett – What’s special to you?
- 24/9 Town and Parish Council Events: Witney town and Parish liaison meeting
- 24/9 Keeley Williams WODC – remittance Advice
- 24/9 Rob Jones – CiLCA Day 2
- 24/9 Kyle Anderson – Time sheets for September
- 24/9 Sara Long WODC – PRESS RELEASE Poorest residents
- 25/9 Jessica Wood – Business Cards Printing
- 25/9 Kyle Anderson – website
- 25/9 Phil Holmes – Newsletter
- 25/9 Chris Shaw – Brize Norton and Bloor Homes
- 25/9 Shillbrook Stationery – invoices sales slips
- 25/9 Councillor Priority Fund – BNPC
- 25/9 Cllr Field-Johnson – BNPC
- 25/9 Alan Cockbill – BNPC speed warning lights
- 25/9 BNPS Headteacher – choir
- 25/9 Vicky Taylor (Councillor Priority Fund) – School Warning Signs
- 25/9 Louise Bevin – Westminster – third sector commissioning
- 25/9 Nicholas Field-Johnson – School Warning Signs
- 25/9 Keith Glazier – WODC Water day 4<sup>th</sup> Oct
- 25/9 Kyle Anderson – Timesheet and invoice

- 23/9 Councillor Priority Fund – School Warning Signs
- 25/9 Women in Local Government – returns to London
- 25/9 Enquiries WODC – Water Day 4<sup>th</sup> Oct
- 25/9 Keith Butler – Water Day 4<sup>th</sup> Oct (→ KG)
- 25/9 Ollie Bolt (Payman) – reports
- 25/9 Nicholas Field-Johnson – Summons to BNPC (←)
- 25/9 Terry Hinchly – Timesheet (←)
- 25/9 Kyle Anderson – agenda and correspondence (←)
- 26/9 Richard Wilkins – SLCC CiLCA group e-mail (↔)
- 26/9 Tim Gush – wheelbarrow (↔)
- 26/9 OCC – overdue invoice
- 26/9 Christine Rogers – Parish Council Annual Updates
- 26/9 Andrew Smith (WODC) – PRESS RELEASE: Local Plan Adopted
- 26/9 OALC – external audit
- 26/9 OALC – September Update
- 26/9 OCC – Oxfordshire Matters
- 26/9 Phil Holmes – leaflets for 2<sup>nd</sup> & 11<sup>th</sup> November (→)
- 26/9 Andrew Smith (WODC) – PRESS RELEASE: Warning issued over scam calls
- 27/9 Pat Thrift – allotment meeting (←)
- 29/9 Richard Wilkins – SLCC CiLCA group e-mail
- 29/9 Jackie Bellenger – A.K.Timms invoice
- 30/9 Nicholas Field-Johnson - report
- 30/9

*AM*  
5/10/2018

## **APPENDIX D - REPORT: 96/19**

### **REPORT TO BRIZE NORTON PC OCTOBER 2018**

#### **FROM CLLR NICHOLAS FIELD-JOHNSON**

##### **GENERAL OCC REPORT**

###### **BURFORD SCHOOL ATTENDS COUNTY COUNCIL MEETING TO PRESENT PETITION.**

The Sixth Form of Burford School presented to the FULL Council a 250+ signature petition to change the speed limit from 40mph down to 30mph outside the school gates. There have been several dangerous incidents and the petition is aimed to avoid any tragic occurrences. Several of the students spoke about the speed of traffic and the dangers of the A40 outside the school gates and asked the Council to take action to reduce the speed limit to 30mph.

###### **COUNTY COUNCIL PASSES MOTION: ANTI-POLLUTION OF THE WINDRUSH 58-0.**

Having proposed this motion to ensure that measures will be taken to ensure that the River Windrush is cleaned up from all the current pollution. When I first came to the Windrush in the early 70s the river was clean & clear. Now it is grey, dull & murky. Working with WASP (Windrush Against Sewage Pollution), we will endeavour to ensure that this pollution is reduced and eradicated. The WODC "Water Day" on 5<sup>th</sup> October is a step in this direction. OCC has instructed the Leader of the Council to write letters to: Minister for the Environment, CEO of Thames Water and the Health Environmental Agency to support the fight against sewage in our rivers – and not just the Windrush but all our Oxfordshire rivers.

###### **BURFORD HGV BAN IS NOW IN CRITICAL PHASE.**

The Burford HGV ban is being brought to OCC Committee this month for decision. Funding and costs remain critical issues and are yet to be resolved. Both Burford & Chipping Norton are prepared to contribute towards the costs of signage and from my budget, I will contribute a further £15,000. Enforcement, Surveys and Legal costs are yet to be resolved but all parties are looking for a solution.

###### **CABINET APPROVES £120M ROAD AND BUILDING REPAIR FUNDING PROPOSAL**

OCC's cabinet has agreed to borrow up to £120m to invest in infrastructure improvements – easing the spending squeeze on road and property repairs. A report presented to Cabinet in September acknowledged that under-investment has resulted in significant reduction in quality of major and minor roads, as well as pavements, with an increase in car damage and personal injury claims. Residents regularly say that they want to see improvements to the roads, and the investment proposal means the whole county would benefit from a 'growth dividend'. The decision means around £80m could be spent on highway improvements, with the rest of the £120m used to invest in other county council-owned assets especially schools. Detailed business cases will be produced for each proposed project funded from the investment pot. It will be paid for using Oxfordshire's expected growth in homes and consequent council tax income and gives scope to 'borrow to invest' that will, over the long term, save money. As the borrowing will be taken over a number of years, based on individual business cases, the programme of investment can be stopped if the increased Council Tax revenue does not materialise.

### **ABINET APPROVES PROPOSAL TO MAKE THE COUNCIL 'FIT FOR THE FUTURE'**

OCC will get a complete overhaul to ensure it is 'fit for the future' and continues to meet rising demand for services. The changes are crucial to enabling the county council to deliver its vision of 'thriving communities for everyone'. The Cabinet has accepted the business case for a new 'operating model' and will consider how it will be implemented at the October Cabinet meeting.

The transformation plan would protect and improve frontline services for residents, while cutting red tape and reducing the costs of 'back office' administration. The proposed redesign of the county council could save between £34m-58m a year and ensure a continued balanced budget, with the possibility of reinvesting in services in the future. The detailed business case for implementing the new operating model currently estimates a potential reduction of approximately 600-890 full time equivalent posts at the council over a two to three-year period. The council's annual staff turnover is about 650 posts so the number of compulsory redundancies is likely to be much fewer. Customer service, supported by new technology, would be at the heart of the proposed new 'operating model' to make the council much more efficient. Residents contacting the council would see improved customer service with use of digital technology freeing up time for specialist staff to provide personalised services where needed.

### **IMPROVEMENTS FOR DELAYED TRANSFER OF CARE FROM HOSPITAL**

The latest snapshot of delayed transfer of care figures on September 13 showed there were 79 delayed patients in Oxfordshire – a 31% fall on the same period last year. The previous week there 77 representing a sustained and significant fall from 2017 when the highest local recorded weekly figure was 202. Based on the latest NHS published data, Oxfordshire is the 11th most improved system in the country, with a reduction of 58% in the number of bed days lost – more than twice the national average of 25%. This turnaround is attributed to a revitalised joined-up approach between NHS teams and the County Council ensuring that patients leave hospital as soon as they are medically fit to do so.

### **RESPONSE TO ANNOUNCEMENT ON THE OXFORD-CAMBRIDGE EXPRESSWAY**

OCC welcomes the announcement of a preferred Corridor for part of the Oxford-Cambridge Expressway as it offers a degree of clarity on where the final scheme would go, but is very disappointed that access to the M40 through Oxfordshire is still unclear. Highways England, who are leading on this national project, have identified Corridor B as their proposal, the central corridor from the three broad corridors being considered. However, there is still no indication on which of the sub-options around Oxford would be taken forward. OCC will now carefully study the Corridor put forward, including the justification and technical detail which has led to this choice, and how it would affect already stretched roads, such as the A34 and interface with other schemes including East West Rail. OCC has set three tests to assess the decision-making process for that corridor and, eventually, the final route choice:

- Impact on the A34: it should provide relief to congestion on the A34 and function as a separate strategic route, allowing the A34 around Oxford to work better for local traffic
- Pressure on existing roads: It should not increase pressure on overstretched roads
- Conflation with other schemes: It should be developed separately but alongside other local schemes, to ensure the highway network works for Oxfordshire overall

Invariably, a project of this magnitude and ambition will have an impact, which OCC will need to ensure is mitigated. OCC will seek clarity on how the corridor choice is developed so that a decision can be made on the best route for the scheme.

  
15/11/2018