

DRAFT MINUTES

ENSTONE PARISH COUNCIL

Held in St. Kenelm's Church, Church Enstone on
Thursday 27th January 2022

PRESENT: Parish Councillors N. Knott (Chair), C. Glendinning, A. Ward, P. Johnson, D. Robottom, A. Lee, R. Parker, P. Shaw, CC Geoff Saul and one member of the public.

APOLOGIES: Cllr. T. Gilbert & DC Andrew Beaney

IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk

1. **DECLARATIONS OF INTEREST & MEMBERS' REGISTER OF INTERESTS** – There were no declarations of interest.
2. **MINUTES OF THE PREVIOUS MEETING:-**
 - The minutes of the Parish Council meeting held on 6th January 2022, having previously been circulated, were read, approved, and signed by Cllr. Knott.

REPORT FROM ENSTONE ECO GROUP (EEG):-

Mrs. Margaret Sawyer attended the meeting to update the Council on the EEG's plans to support the community with regards to climate change issues. Information will be put onto the website. Mrs. Sawyer was thanked for attending.

3. **MATTERS ARISING FROM PREVIOUS MINUTES:-**
 - *Graffiti from bus shelter* – Cllr. Ward will clean away the graffiti once the weather warms up. The clerk will contact OCC to remind them to clean the graffiti off the sign posts.
 - *Repair of Benches* – ongoing
 - *Removal of cars from verge along A44* – Cllr. Glendinning was thanked for all her help with this. There are still cars parked on the verge and Cllr. Knott has contacted the police at Chipping Norton for advice.
 - *Remembrance Sunday – wreath* – ongoing
 - *Hoar Stones* - ongoing
4. **PUBLIC DISCUSSION:-**
 - *Development – 29 Houses South of the Oxford Road* – Cllr. Knott reported that the work had now started on this development and reminded the Council that both the Parish Council and District Council refused this planning application but the decision was overturned at Appeal. An article will be put into the Ensign asking residents to contact Orbit Homes who are the Developers responsible for the site.
 - *Green Gym* – The Green Gym had contacted the clerk concerned about the Japanese Knotweed growing at the site of the Tew Crossroads. The Parish Council will monitor this.
 - *Recycling* – A few residents had contacted Cllr. Knott explaining that they had seen Ubico putting both glass and paper into the same recycling lorry – the clerk will contact WODC for clarification.
 - *Speedwatch* – Cllr. Glendinning reported that seven residents have now completed the test. Cllr. Parker wishes to discontinue with the speedwatch surveys.
5. **PARISH HALL:-**
 - There was nothing to report.
6. **COUNTY COUNCILLOR'S REPORT:-**
 - Cllr. Saul will share the data on the volume of HGVs travelling from Woodstock to Chipping Norton once it is available.
 - The Government's bus subsidies come to an end on 31st March 2022. There has been a reduced use of bus services following the Covid pandemic and there will be immediate changes in Oxford City. The County Council will continue to review and facilitate its partnership with the bus companies.
7. **DISTRICT COUNCILLOR'S REPORT:-**
 - None
8. **CORRESPONDENCE:-**

West Oxfordshire District Council:-

- *Business Matters & Budget* – This was circulated to all members and included grants for Parish Halls.
- *Updated Planning Portal* – This is being introduced on Monday 31st January.
- *S106 monies for recreation facilities in Enstone* – circa £23K will be made available from WODC for recreation facilities in the parish as a result of the development of the 29 houses South of Oxford Road. Following discussion the following was agreed:-
 - a) The clerk will contact Enstone Playing Fields Association explaining that a consultation with residents may be required regarding the allocation of these monies.
 - b) Cllr. Shaw recalled that about ten years ago, the suggestion of a tennis court for the parish was considered. This was in relation to the development of the sports club.
 - c) The current Sports Club lease comes to an end in September 2023 and the clerk will contact the club regarding its future plans.
 - d) The clerk will contact the District Councillors for information on whether monies can be allocated to the sports club, as it is a paying members' club? A clear definition of the word ^recreation^ is also required from WODC.
 - e) The Parish Council needs to consider all societies including the Sports Club, Enstone Pre-School and EPFA and neighbouring hamlets in the parish.

Oxfordshire County Council:-

- *Local Transport & Connectivity Plan Webinar* – Cllr. Ward and the clerk will attend this via zoom on Tuesday 1st February.
- *20s Plenty Campaign* – It was agreed that full discussion with the parish is required regarding this campaign. The clerk will make arrangements for a meeting to be held in mid-March and this will be advertised in the next Ensign. CC Geoff Saul recommended that the Parish Council informs the OCC of its expression of interest for this campaign. More volunteers are needed to help with the speedwatch surveys. The clerk will contact Enstone Primary School to ask if pupils would be willing to help with the *School Sign Project* – the winner would have his/her posters displayed around the parish.
- *Mill Lane, Church Enstone* – Cllr. Knott will contact Highways for further information. Residents are not allowed to do the work on Highways' land.
- *Lidstone* – Gigaclear had damaged the drainage system and Cllr. Knott has contacted Gigaclear asking for them to remedy the situation.
- *Relocation of road sign, A44* – CC. Saul has spoken with Highways at OCC who has agreed to move the sign, without further cost. Cllr. Glendinning will take this forward and was thanked for her ongoing work with this.
- *Caravans, Green Lane* – CC Saul explained that OCC still exclaims that the caravans are not parked on its land. Cllr. Knott has contacted MP Robert Courts for advice, as has the neighbouring landowner. CC Geoff Saul will contact the Cabinet member and do the site visit that he agreed to do in November 2021.

Other:-

- **Parish Councillor Vacancy** – This will be advertised in the Ensign magazine.
- **Litter Picking Campaign** – The spring litter picking event will take place on the weekend of Saturday 19th March & Sunday 20th March. The clerk will advertise in the Ensign magazine.
- **Queen's Platinum Jubilee** – The Enstone Show Committee meets next week to discuss the possibility of holding an event at the Parish Hall & Sports Club on Sunday 5th June which is the day of the National Big Lunch.
- **Worths' Garage** – Worths' Garage celebrates its 100 year anniversary on 8th February and was congratulated on this.
- **Defibrillator** – The light has repaired itself and the clerk will purchase defibrillator pads as the current ones expire in March 2022.
- **Community First Oxfordshire** – The report was circulated to all members – Noted.
- **Tree Survey – Sports Club** – It was agreed to delay this to 2023, when the current lease expires.
- **OALC:-**
 - I. *December's update* – This had been circulated to all members
 - II. *Petition for virtual meetings* – PCs were asked to consider signing the petition to hold virtual meetings

- III. *Operation London Bridge – the PC will purchase a Book of Condolence and liaise with Revd. Mark Abrey concerning this.*
- IV. *Experienced Clerks' Training – the clerk had attended this – the issue of PCs having Parish Council emails was recommended to reduce the risk of GDPR errors. This was discussed in detail. The training also included difficulties with a shortage of planning officers Nationally and that Planning Officers are not obliged to meet with Parish & Town Councils to discuss "condition" of planning applications.*
- V. *Training Programme 2022 – This had been circulated. The clerk requested to attend the training on "Depositing Records in the County Archives" and "Charity Law" – Cllr. Glendinning will also attend the training on Charity Law.*

9. **Planning Applications:-**

- **Upper Mill House, Cleveley, 21/04063/HHD** - Proposed rear extensions (previously approved 18/01224/HHD) – No objection
- **Cleveley Mill, Cleveley, 21/04059/FUL & 21/04060/LBC** - Erection of single storey extension to dwelling house, together with proposed works to relocate a section of the existing River Glyme. Internal & external alterations to include changes to fenestration and doors, erection of single storey extension to dwelling house, together with proposed works to relocate a section of the existing River Glyme. No objection but recommends an independent report from the Environment Agency.

Decisions Received:-

- **Bramleys, Oxford Road** - Erection of single storey rear extension and construction of a two storey outbuilding comprising double garage and office/bedroom, with first floor accommodation above and a glazed link to dwelling - Approved
- **The Pentacle, Enstone Airfield** - Erection of a polytunnel attached to two existing containers - Approved
- **The Great Barn, Oxford Rd, Old Chalford** - Internal alterations - Approved
- **The Olde Shop, The Mount, Oxford Road** - Formation of vehicular access and off street parking - Approved
- **Dorden Cottage, Lidstone** - Erection of a replacement porch - Approved
- **1 Brookside Cottages, Cleveley** - Construction of a single storey timber clad garden building - Withdrawn
- **Serenity Park, Lidstone** - Proposed erection of an orangery - Refused

10. **Finance:-**

a) *To agree the following accounts for payment - Santander Account (normal parish account):-*

• Mrs Beth Sinclair	£862.18
• NEST Pension Scheme (er)	£26.30
• NEST Pension Scheme (ee)	£35.06
• NI, employee	£9.55
• NI, employer	£19.27
• NI contributions	£393.00
• Enstone Parish Hall, rent	£50.40
• OALC, training	£66.00
• Enstone PCC, hire of church	£20.00
• Community First Oxfordshire, subscription	£70.00

Received:-

- Mrs Beth Sinclair, employee NI contributions
 £138.18 |

Expenditure – Parish Hall Account, Barclays

- Parish Hall Management Committee
 £14,215.90 |

b) **Statement of Affairs to 31.12.2021**

- The Statement of Affairs and copy of the accounts as at 31.12.21 had been circulated to all member prior to the meeting and were checked and agreed.

11][=[. **Dates of Next Meetings:-**

- Thursday 24th February – St. Kenelm's Church
- Thursday 31st March – TBC

Cllr. Knott thanked everyone for attending and the meeting finished at 8.45 pm