

Kingston Bagpuize with Southmoor Parish Council

Minutes of the meeting held in the Village Hall on

On Monday 3rd of April 2017

Present	Elizabeth Oastler (Chairman)	Stephen Smith	David Hancox
	Robert Ian Charlton	Brian Forster	Josie Allsworth
	With 25 members of the public and D.Cllr Eric Batts		
	Commenced 1900	Ended 2225	

1. Apologies: C.Cllr Melinda Tilley, Keith Marley, Carol Shepherd

2. Minutes of last meeting:

- a. The minutes of 6th March 2017 were recorded as being accurate records of proceedings after agreeing corrections to paragraphs 6(b), 8(c), 8(e), and inserted start and finish times.
- b. Matters Arising:
 - (i) Sports Pavillion: Some Councillors have met with Stuart Walker of VOWH Planning and members of the sports club. The sports club is resolved to secure finance from elsewhere to pay for the pavilion since the Developer will now not be providing the funds. The land will be handed over but there are no sums of money in the s106 agreement.
 - (ii) Recreation Ground: the fence damage has been inspected. Large sections of the fence need replacing but is likely to be expensive. The trimming of the shrubbery is straightforward.

3. Declarations of interest - none

4. Public Participation

- a. John Watts (Fyfield and Tubney Parish Council): With regard to the consultation in the Local Plan Part 2 which affects both Parishes. A development of 600 houses is being promoted which is east of Kingston Bagpuize between the A420 and A415. An action group is being proposed across both Parishes to oppose the proposal.
- b. Jonathan Shorter: Planning consent has been given to build two more tennis courts (refer to email of 24th March to the PC), and wishes to make a formal complaint against the Council and in particularly the Clerk for the lack of action in progressing the land transfer. The Council noted the intention to make a complaint and when it is made formally will take the appropriate action.
- c. John Weston: Requested a date when the bench he wishes to sponsor will be erected. BF replied that this will happen within 30 days but the utility companies still need to be contacted and it is unknown how long that will take.
- d. Jeremy Heppell: Since the last meeting a revised highway scheme has been developed in relation to the planning application for the Hinds Head. It was stressed that the Highway Authority has not commented yet.
- e. Margo Evans: Wished to comment on the highway works to the Bloor Homes development. The revised access is nearer to her property. The splay removes lots of hedge. A bus at the Oxford bound bus stop will cause queues.
- f. Roy Wolfe: In relation to paragraph 2.b(i) Roy wants the PC to take action to take the issue forward.

5. Reports from District and County Councillors

- a. The Chairman summarised Cllr Melinda Tilley's report (attached)
- b. Cllr Eric Batts:

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- (i) OCC, VOWH and SODC have agreed a Better Oxfordshire document. This is to be submitted to DCLG for approval.
- (ii) Part 2 of the Local Plan is being consulted on. It is important that if the Parish Council has views on its content then the deadline to do so is 4th May.

6. Planning Applications

- a. The following planning applications were considered:
 - (i) P16/V1513/FUL, Tall Trees 11 Rimes Close Kingston Bagpuize ABINGDON OX13 5AL, Erection of a detached dwelling. Corrected location plan received 01 March 2017.
 - (ii) P17/V0361/FUL, The Hinds Head Witney Road Kingston Bagpuize OX13 5AN, Redevelopment of site including partial demolition of existing public house and demolition of outbuildings and redevelopment to form a retail store (375.6sqm) with associated access and parking. (Amended plans and supporting documents (relating to transport, noise, bats) received 1 March 2017.)
 - (iii) P17/V0431/FUL, Fallowfields Faringdon Road Southmoor ABINGDON OX13 5BH, Variation of condition 2 of Planning Permission P15/V0251/O Outline application (for access only) for the erection of 43 dwellings and creation of a new access off Faringdon Road, together with open space and landscaping and all enabling and ancillary works.
 - (iv) P17/V0557/HH, Middle Barn Bullocks Pit Lane Longworth ABINGDON OX13 5HJ, Erection of double garage with home office above
 - (v) P17/V0593/FUL, Land between 34 Blenheim Way & 2 Worcester Place Southmoor, Development of a one bedroom dwelling
 - (vi) P17/V0651/HH, 8 Rimes Close Kingston Bagpuize ABINGDON OX13 5AL, Rebuild of existing garage incorporated into two story side extension.
- b. The planning application P16/V0446/FUL Crossroads Garage Faringdon Road Southmoor amendment No2 has been registered to appeal.
- c. For updates on previous Planning Applications see attached note:

7. Accounts

- a. Refer to Finance Report
- b. The Clerk has circulated a draft budget for 2017-18. Proposed acceptance by EO, seconded JA, resolved to accept unanimously.
- c. The renewal notice for the Open Spaces Society has been received (£45). Proposed not to renew and endorsed unanimously.
- d. The OPFA Membership subscription for 2017 has been received (£50). Proposed acceptance by DH, seconded EO, resolved to accept unanimously.
- e. The Oxfordshire Association of Local Councils Membership subscription for 2017 has been received (£475.64). Proposed acceptance by BF, seconded DH, resolved to accept unanimously.
- f. The Community First Oxfordshire subscription for 2017-18 has been received (£85). Proposed acceptance by JA, seconded DH, resolved to accept unanimously.
- g. Now the new office is up and running, to improve output, the Clerk has requested a second screen (£100), keyboard/ mouse (£24), and Anti-virus software (£50). Proposed that the equipment is purchased but a free anti-virus software is used (Sohpos) by BF, seconded SS, resolved to accept unanimously.

8. Correspondence/ Matters arising

- a. . The Clerk has prepared a Risk Assessment document which was highlighted in

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last year's Audit findings. DH proposed to accept this document (2016 version), seconded by JS and resolved unanimously.

- b. Keith Marley had tendered his resignation as Councillor. On reflection Keith has asked to withdraw this resignation and continue. The Council has accepted that Keith may continue.
- c. The hiring of a room in the Village Hall: it was initially taken for a period of 3 months with a review due now. Council was asked to consider extending this arrangement. It was agreed unanimously to continue with another three months and set up a standing order to pay.
- d. The Council noted that a thank you letter has been received for the South & Vale Young Carers for the donation the PC made.
- e. A notice has been received from the Village Hall (AGM 10th April 2017, 7:00pm) requesting a nomination of a Parish Councillor to sit on the committee. IC volunteered to be nominated. The Council agreed unanimously.
- f. An invitation to the Summer Fete has been (Saturday 24th June 2017 1pm-4pm). Council is asked if a table will be taken at a cost of £15. It was resolved unanimously to take a table.
- g. A request from VOWH has been made to provide ideas for 20 street names for the development to the East of A415 (Bloor Homes). The Council suggested some names which were agreed to be submitted.
- h. The developer Bellwood Projects have just asked for postal addresses for the development P16/V2443/RM. They have suggested Appleby Court, Close or Drive. The Council agreed unanimously.
- i. QE II Bench: The minutes and the Clerk's notes did not record the exact type of bench. Originally an Oxford Memorial bench was chosen but they are not currently supplying. An alternative has been found: Glasdon Phoenix with back slats and no arm rests (£416). The fixings will cost £12 onto slabs. The slab base cost is unknown. It was resolved to change the previous resolution to this type of bench. It was decided to have the inscription details as "Celebrating QEII Diamond Jubilee 2016".
- j. Southmoor Guides have contacted the Council. They have offered for one of their summer term evenings to carry out some useful work in the village. Part of the guiding programme is to help the local community, so is there any littler picking, or tidying up they could do on behalf of the village. It was decided that BF would liaise and organise.

9. Requests for Donation or Support

- a. A request from Kingston Bagpuize Cricket Club for a donation of £200 has been asked for a contribution towards paint and repair materials for the 2017 season. It was resolved unanimously to make the donation.
- b. CPRE have requested a membership donation for 2017 (£36 – same as last year). It was resolved not to renew the membership by 4-2.

10. Working Groups

- a. Finance - nil
- b. Planning
 - (i) The Council has been contacted by Roger Smith of Savilles and Matt Browne of Lioncourt Strategic Land about the Part 2 of the Local Plan discussion for the development of the land to the east of KBS. They would like to have a meeting with the Parish Council. The site has been put forward on the Preferred Options Consultation on Part 2 of the Local Plan

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consultation currently running from 9 March to 4 May. A meeting with Councillors is sought. BF to attend and report.

(ii) The Council has been phoned by Mike Ford of Glanvilles. He wishes to engage with the PC about the bus shelters being provided as part of the Bloor Homes development on the A415. A dialogue is welcomed to take this forward. It was decided that the Clerk will deal with this.

c. Resources - nil

d. Personnel

(i) The issue of advertising for an Assistant Clerk is outstanding. This issue was deferred again.

e. Contracts

(i) The 2017/18 agreement for grass cutting with Oxfordshire County Council has been confirmed (£1441.56).

(ii) Pestforce: contract for 2017 confirmed

(iii) A&L, Burial Ground maintenance for 2017 confirmed

(iv) VOWH, dog bins: no correspondence received to request on 2017 prices. The Clerk has reason to contact them again in relation to unemptied bins.

(v) BGG, litter picking: contract for 2017 close to being agreed.

(vi) McCracken, grass cutting: contract for 2017 close to being agreed.

f. Neighbourhood Plan - nil

g. Transport - nil

h. S106

(i) There is a meeting with potential artists the end of March. CS to report back.

11. Village Amenities

a. General

(i) A number of quotes for the repair of the low fencing along Waggon Path (adjacent grass areas) have been sought. It was resolved that the Clerk would complete collation of the quotes and report back to Council.

b. Recreation grounds

(i) A revised quote for the main repair and replacement of items in the playground has been received. The cost is £5039.10, and in line with previous resolutions and correspondence between Councillors the contractor will be asked to start the works. An additional quote to replace the balance beam has been received (£295.96). It was resolved to proceed with both items.

12. Next meetings

a. 08/05/17 Swallow for Annual Council meeting

b. 15/05/17 Swallow for Parish Meeting

c. 05/06/17 Swallow for Ordinary meeting

d. 19/06/17 Swallow for extra meeting if needed

e. 03/07/17 Swallow for Ordinary meeting

f. 17/07/17 Swallow for extra meeting if needed*

g. 07/08/17 Swallow for Ordinary meeting

h. 21/08/17 Swallow for extra meeting if needed*

i. 04/09/17 Swallow for Ordinary meeting

j. 18/09/17 Swallow for extra meeting if needed

k. 02/10/17 Swallow for Ordinary meeting

l. 16/10/17 Swallow for extra meeting if needed

m. 06/11/17 Swallow for Ordinary meeting

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- n. 22/11/17 Elkins for extra meeting if needed (Wednesday)
 - o. 04/12/17 Swallow for Ordinary meeting
- * = Clerk not available

SIGNED

DATE:

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PLANNING APPLICATION UPDATES

The following planning applications were approved:

- (i) P16/V2433/FUL, 1 Larch Close Southmoor ABINGDON OX13 5DD, Erection of a new 2 bed dwelling adjoining 1 Larch Close (retrospective), AMDNEMENT No 1: Additional plan showing curtilages and highways access received 15 December 2016
- (ii) P17/V0001/HH, Webbs Barn Cottage Witney Road Kingston Bagpuize ABINGDON OX13 5AN, Single story rear extension
- (iii) P17/V0186/A, One Stop Stores, 3-4 Cherry Tree Close Southmoor ABINGDON OX13 5BB, Proposed new signage [note: illumination to be opening hours only]

The following planning applications were refused:

- (ii) none

The following planning applications were withdrawn:

- (i) P16/V2568/O, Land north of Spring Hill Kingston Bagpuize with Southmoor, outline planning application (with all matters reserved except access) for the erection of 180 dwellings (with 35% affordable housing) with associated access, public open space, allotments, community green and landscaping (as amended by covering letter, revised framework plan PL05 Rev A to include an on-site preschool, and Transport Implementation Strategy received 17 February 2017).

The following planning application notices:

- (i) P17/V0344/DIS, Appleby House Oxford Road Kingston Bagpuize ABINGDON OX13 5AP, Reserved Matters application following Outline permission P14/V1321/O for the access, appearance, landscaping for 8 dwellings. P16/V2443/RM Conditions(s) Condition 3 - Boundary Treatments Condition 4 - Sustainable Drainage scheme for surface water Condition 5 - Details of existing & proposed levels
- (ii) P17/V0345/DIS, Appleby House Oxford Road Kingston Bagpuize ABINGDON OX13 5AP, Discharge of condition 4 - Mitigation Strategy of Planning Permission P14/V1321/O Outline application for proposed residential development comprising 8 no. units.
- (iii) P17/V0491/DIS, Lamb and Flag Faringdon Road Longworth ABINGDON OX13 5HN, Discharge of condition 3 (boundary details) of Planning Permission P16/V3008/FUL and conditions 3 (repair works), 4 (internal doors), & 5 (hanging sign) of Listed Building Consent P16/V3015/LB. Change of use from Pub/Restaurant to one single dwelling and internal alterations
- (iv) P17/V0500/DIS, Birch House Witney Road Kingston Bagpuize ABINGDON OX13 5AN, Discharge of conditions 3 - materials, 5 - drainage details, 6 - landscaping/boundaries scheme, 8 - tree protection on application ref. P16/V1173/FUL Erection of 9 dwellings with associated access, parking and open space
- (v) P17/V0568/DIS, Land at Springhill Farm Springhill Farm Southmoor, Discharge of conditions 3 - slab levels, 4 - sound insulation, 5 - refuse storage, 6 - access, 7 - swept paths & tracking details, 11 - landscaping scheme, 13 - materials, 14 - contamination, 15 - drainage details and 16 - pedestrian footpath link on application ref. P15/V2942/O Development of 4 dwellings
- (vi) P17/V0703/DIS, Sports Ground & Pavillion Abingdon Road Kingston Bagpuize Abingdon, Discharge of conditions 8 & 9 drainage on application ref. P13/V1827/FUL Erection of 30 dwellings, replacement sports pavilion, enlarged sports pitches and new public footpath link
- (vii) P17/V0750/DIS, Land Off Field Close Kingston Bagpuize, The application is for: Discharge of conditions 1-12 of application P16/V1228/FUL P16/V1228/FUL- Erection of two dwellings with provision of access road, drainage and landscape works

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FINANCE REPORT

Invoices outstanding		Recipient	Value
		BGG litter picking invoice 759/16	£240.00
		BGG litter picking invoice 775/16	£240.00
		Village Hall room rental – reissue of March	£200.00
		Village Hall room rental - April	£200.00
		VOWH dog bins invoice 90084935	£321.48
Invoices paid		Recipient	Value
6/3/17	01374	Village Hall room rental for March 2017	£200.00
20/3/17	01375	BGG litter picking invoice 759/16	£240.00
20/3/17	01376	A&L Maintenance (burial ground) invoice 319	£77.50
Receipts		Payee	Value
none			
Donations		Recipient	Value
none			
Clerk Payments			Value
3/4/17		March salary	£328.82
3/4/17		PAYE (Q4)	£264.20

REPORT FROM CLLR MELINDA TILLEY

I will be standing down from the Council at the election and am sorry to miss this last meeting, but thanks for all your support over the last four years.

COUNTY COUNCIL ELECTIONS

Elections to Oxfordshire County Council are now just under five weeks away and there are a series of key dates in the lead up to the Thursday, May 4 poll.

The final full council meeting of the county councillors elected in May 2013 took place on Tuesday, March 21.

All 63 county council seats will be up for election and residents all over Oxfordshire began to receive polling cards during the last week of March.

On Wednesday, April 5 the list of candidates for each OCC seat will be published. A number of existing county councillors have already indicated they are standing down but the definitive list will not be clear until April 5.

The last day for people to register to vote is Thursday April 13. Although this is a county council election, Oxfordshire's district councils are the authorities responsible for administering the electoral register and people should contact them if they are not already registered to vote.

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The last date to apply for a postal and postal proxy vote is Tuesday 18 April and the last date to apply for a new proxy vote is Tuesday 25 April 2017.

Polling Day on Thursday, May 4 runs from 7.00am to 10 pm. The election count takes place on Friday, May 5 in Abingdon.

PURDAH

The County Council pre-election period ('purdah') has now started and the Council must comply with restrictions outlined in Section 2 of the Local Government Act 1986. In addition a 'Code of Recommended Practice on Local Authority Publicity' published in 2011 makes clear that particular care should be taken in periods of heightened sensitivity, such as in the run up to an election. The Act defines publicity as "any communication, in whatever form, addressed to the public at large or to a section of the public."

Generally, the Act says that a council should "not publish any material which, in whole, or in part, appears to be designed to affect public support for a political party." The Code of Practice recommends that authorities should generally not issue any publicity which seeks to influence voters and that publicity relating to individuals involved directly in the election should not be published unless expressly authorised by statute.

UNITARY UPDATE

For the reasons above, the County Council, Oxford City Council and the four District Councils have agreed not to promote their standpoint on the issue of Unitary Government for the period of purdah.

TRAVEL APP CAN SHOW BETTER WAZE TO GO

OCC has joined forces with Waze, the free crowdsourced traffic and navigation app, in a data-sharing link-up that could help residents get from A to B more easily. Waze is effectively a Sat Nav app used exactly as any in-car navigation device – except Waze has the added benefit of crowd-sourced traffic flow info and OCC roadworks as part of the mix. This means that the app can see the traffic hotspots on the roads and route residents round them where appropriate, saving them time. Waze is FREE to download and use – simply go to <https://www.waze.com/download>