

Across the country, beacons would be lit at 7 p.m.

Several suggestions for celebrations would be pursued:-

- The school choir or the whole school to sing?;
- RBL Band to play (cost to be ascertained?);
- Village Hall – to be open evening/late afternoon – possible archive exhibition and refreshments?;
- The Vicar to be asked about Evensong by the Beacon?

A meeting would be arranged with the School, Church & Royal British Legion.

- f) **Neighbourhood Watch signs:** Replacements to be put up.
g) **Historical Parish Council documents:** The Archive Group and Cllr. Buttler would help to sort through and decide what was to be retained.
h) **Any other matters arising not considered elsewhere:** None.

5. PLANNING COMMITTEE

The Chairman of this Committee (Cllr. Mrs. Foreman) gave the following update:-

The following applications had been received:-

Sunset, 3 Malthouse Lane

Alterations to existing house.

Mr & Mrs R Jones.

No objections as such, but no alterations must conflict with or impinge upon the neighbouring property.

5 Broad Gap.:

Extension to the 1st floor of an existing dwelling in 2 locations, front & rear, with additional windows to the west elevation.

Mr Freeman.

No objections.

The Bungalow, White Post Rd.:

Lime (x4) – Crown lift group by approx.. 4m. Remove 1 lime – subject to TPO 36/2017.

Mrs K Robins.

No objections, but the following comments:-

One of the primary concerns about these trees is that they are becoming top heavy and by crown raising them to 4.0m (removing lower branches) it will exacerbate this problem. We are surprised that they want to take out the second tree in from the end rather than the tree nearest the house. The three largest trees have a collective strength and taking one of them out could leave the remaining tree vulnerable to wind damage unless the crowns are reduced. We think it would be better to remove the end tree nearest the house and reduce the height of the remaining three trees with a 30% crown reduction, to avoid them becoming unstable.

34 Freemans Rd.:

Formation of means of access and associated dropped kerb.

Mr S Clarke.

No objections.

Windrush, Austin Rd.:

Certificate of Lawfulness of Existing Use for the use of the dwelling without compliance with the agricultural occupancy tie.

Mr & Mrs Shrive.

No objections, but we are concerned that 10 years have lapsed without the occupancy being challenged.

Bannatynes Health Club, Oxford Rd.:

Installation of two additional parking spaces within the car park.

InstaVolt Ltd.

No objections.

The following applications had been **APPROVED**:-

Trelawn House, East St.: Conversion of existing garage to form games room on ground floor with ancillary accommodation on first floor.

Royston, Weeping Cross: Extension to rear of property with bi-fold doors and roof light. Removal and replacement of lean-to roof to front and addition of porch.

Woodlands, Weeping Cross: Beech – crown clean and light thin by approx.. 10% - subject to TPO 15/2000.

Hornton End, Broad Gap: Blue Cedar – Reduce by approx.. 1 metre all round.

Other matters:-

Land south of Cotefield Business Park, Oxford Rd.:

Acknowledgement of reported breach of planning control – access bollards.

Consultation on proposed Disabled Parking Place, Park End:

No objections, as long as this does not lead to more erosion on the green, if vehicles – especially larger ones, like refuse lorries – cannot pass by a parked vehicle in this space, but resort to driving over the green.

Cherwell District Council's Annual Monitoring Report:

Cllr. Mrs. Foreman gave a brief overview of the salient points re housing.

Consultations on:

Draft Cherwell Design Guide Supplementary Planning Document (SPD) – running until 21 December 2017 and

Draft Developer Contributions Supplementary Planning Document (SPD) – running until 21 December 2017:-

Council had run out of time to prepare its own responses. The Clerk would ask to see the responses from Adderbury & Bloxham Parish Councils, with a view to supporting their comments and adding that new development should respect the character of the existing village.

Date of next meeting: 3 January – Time & venue to be advised.

6. ENVIRONMENT COMMITTEE

The Chairman of this Committee, Cllr. Mrs. Christer, gave the following update:-

Christmas lights: The tree and lights were in place. Cllr. Mrs. Steel would be asked to liaise with Mr. Morris regarding the cost. (*Invoice for £60 subsequently received.*)

Death of ex-Councillor and Chairman: It was with regret that the sad death of Mr. Peter Brown was announced. He had been a Councillor for 35 years and a Chairman for approx.. 20 of those years. The Funeral Director had questioned whether, in those circumstances, the burial fee could be set at Scale 1. **THIS WAS AGREED.**

Unlocked dog waste bins: The Clerk would report that the one near the junction of Weeping Cross & the Oxford Road and the one in Kings Field were being left unlocked.

Date of next mtg.: Wed. 10 Jan. 2018, 7.15 p.m. – Sor Brook Rm, Bodicote House.

7. REPORTS FROM THE COUNTY COUNCILLOR & DISTRICT COUNCILLORS

Cty. Cllr. Fatemian & Dist. Cllr. McHugh – not present.

Dist. Cllr. Mrs Heath & Dist. Cllr. Bishop – contributed during the meeting.

8. DRAFT BUDGET AND PRECEPT FOR 2017-18

A draft budget had been previously circulated. Details of the final calculation of the Tax Base had not been received in time to calculate the precept accurately. The Clerk would meet with the Chair and Vice Chair to put together a final budget, to be circulated and agreed at the January meeting.

9. ANNUAL REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT

The amended document had been previously circulated. **IT WAS AGREED** to adopt this document, which was then signed by the Chairman.

10. TWO NEW POLICIES – A VOLUNTEER POLICY AND A POLICY FOR THE RETENTION OF GREEN OPEN SPACES & VERGES

IT WAS RESOLVED to adopt the Volunteer Policy, which had been previously circulated.

The Clerk had not been able to find a template for the second policy, so this would be considered by the Environment Committee.

11. APPOINTMENT OF A DATA PROTECTION OFFICER

Mr. Foreman had offered to speak to Council regarding his understanding of the new requirements under the General Data Protection Regulations:-

Council would need to consider information held in emails and on the website. A Policy and a designated officer were needed. (Information from OALC had stated that this could not be the Clerk.) OALC would be asked to provide a policy for Parish Councils, together with training.

Some information was available on the website of the Information Commissioner's Office (ICO). The District Council would be asked if this matter could be placed on the agenda for the next Parish Liaison meeting.

Mr. Foreman was thanked for his input. He offered to pass on any further relevant information that he was able to get.

12. THE WAY FORWARD WITH DISSEMINATING NEWS TO BODICOTE RESIDENTS AFTER BODNEWS IS DISCONTINUED

The Council's website, the Bodicote Community Noticeboard Facebook page and the village noticeboards would continue to be available.

The meeting with the Village Correspondent was still awaited, as she had had to cancel the planned meeting.

13. CORRESPONDENCE

The attached list of correspondence for December had been previously circulated.

Items 1-2: Noted or dealt with.

Item 3: Mr. John Washburn to be nominated for the High Sheriff's Award.

Items 4-17: Noted or dealt with.

14. PAYMENTS

NS&I Savings Account: A letter to NS&I was signed by the new signatories to the account, for information.

IT WAS RESOLVED that the attached list of payments for December (totalling £2924.81) be approved.

15. MATTERS FOR THE NEXT MEETING/ITEMS FOR INFORMATION:

(a) Footpath at the end of Austin Road: This appeared to have been blocked off. This would be reported to the County Councils Footpaths Officer.

(b) New grit-spreading machine required: The Chair would discuss possible equipment with JCB Gardening and bring some suggestions to the next mtg.

16. CONFIDENTIAL ITEM – NEW CLERK

As there were no members of the Press or the public present, it was not necessary to pass a Resolution to exclude them.

Some new candidates had come forward, so Council would now move to interview. A model procedure and interview questions would be requested from OALC.

The following meetings would be set up:-

4 Jan at 2.30 p.m. – pre-meeting to select candidates for interview and agree interview questions – venue to be advised.

11 Jan at 7.15 p.m. – Interviews in Bodicote House.

There being no further business, the meeting closed at approx. 9.40 p.m.

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Chairman

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Date