

DRAFT MINUTES OF AN ORDINARY MEETING OF THE PARISH COUNCIL HELD AT CHURCH HOUSE, CHURCH STREET ON WEDNESDAY, 20 MARCH 2019, COMMENCING AT 7.15 PM

PRESENT: Cllrs. Mrs. J. Washburn (Chairman), N. Buttler, Mrs. M. Christer, Mrs. Z. Foreman, A. Hewins, J. Sacha, Mrs. S. Steel, J. Blencowe, C. Watts, District Cllrs. M. Bishop and Mrs. C. Heath

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. W. Heywood (illness), District Cllr. A. McHugh, County Cllr. A. Fatemian

2. OPEN SESSION FOR MEMBERS OF THE PUBLIC

No questions from the public.

3. DECLARATIONS OF INTEREST

The Chairman declared a pecuniary interest in item 10 as a recipient. Cllr. Blencowe declared a pecuniary interest in item 10 as an employee of a recipient.

4. ACCEPTANCE OF THE MINUTES OF THE PREVIOUS MEETING (FEBRUARY 2019)

The draft minutes had been circulated prior to the meeting. Cllr. Sacha proposed that they be approved, seconded Cllr. Mrs. Steel and carried unanimously. **IT WAS RESOLVED** that the minutes be signed by the Chairman.

5. TO RECEIVE REPORTS FROM THE COUNTY COUNCILLOR AND DISTRICT COUNCILLORS

District Cllr. Bishop said that he has received complaints regarding cars parking on the Oxford Road.

- a) Oxford Road traffic lights
District Cllr. Mrs. Heath said that the kerbing on the Oxford Road has been repaired and works are taking place on the lights.
- b) Peer review of Oxfordshire
Details were circulated. Any councillor can attend.
- c) Wykham Lane repairs/resurfacing
District Cllr. Mrs. Heath said that this has been reported to the County Council.
- d) Town Furlong bollards update
Cllrs. Buttler and Sacha will be meeting with a highways officer tomorrow.

6. TO ACCEPT THE ENVIRONMENT MINUTES AND TO CONSIDER ANY OTHER ENVIRONMENT MATTERS

The Environment minutes had been circulated prior to the meeting and were noted. Cllr. Mrs. Christer briefly updated the meeting. Councillors agreed that plants should be purchased for the flower beds. A slab needs replacing on Town Furlong. It was agreed that Cllr. Blencowe should be asked to do this.

7. PLANNING MATTERS

- a) Oxfordshire Plan 2050 Consultation update
It was agreed that the Chairman should attend the meeting tomorrow with Adderbury and Bloxham parishes.

PLANNING APPLICATIONS

- b) 19/00299/F – Upgrade of existing non-compliant 3-lane synthetic cricket practice net facility to an England and Wales Cricket Board approved 4-lane system within a safety fenced enclosure

The Pavilion, White Post Road

Councillors raised no objection as long as there is no lighting.

- c) 19/00276/F – Single storey lean to extension to front of dwelling to enlarge existing garage

Bramley House, Weeping Cross

Councillors raised no objection.

PERMITTED APPLICATIONS

- d) 19/00029/DISC – Discharge of Condition 11 (Archaeology) of 14/02156/OUT

Land south of Cotefield Business Park, Phase 2, Adj to Blossom Field Road

- e) 19/00028/DISC – Discharge of Conditions 3 (render colour scheme) and 4 (bat and bird box scheme) of 17/02371/F

Sunset, 3 Malthouse Lane

- f) 19/00009/DISC – Discharge of Conditions 2 (stone sample), 3 (brick sample) and 5 (slate sample) of 18/01309/REM

Land south of Cotefield Business Park, Phase 2, Adj to Blossom Field Road

- g) 19/00008/DISC - Discharge of Conditions 2 (stone sample), 3 (brick sample) and 5 (slate sample) of 18/00193/REM.

Land South of Cotefield Business Park, Phase 2, Adj To Blossom Field Road

- h) 18/02226/LB - Replacement of x9 window and x3 doors with new units. The Close, 20 High Street

- i) 18/02248/F - Demolition of garage and erection of single storey side extension; additional single storey side extension plus conservatory and front porch (resubmission of 18/00989/F).

1 Oxford Road

- j) 18/00502/DISC - Discharge of Conditions 4 (materials plan) and 8 (chimney schedule) of 18/01309/REM.

Land South of Cotefield Business Park, Phase 2, Adj To Blossom Field Road

- k) 18/01914/F - Conversion of barn to dwelling with garages and demolition of portal framed building (revised scheme of 16/01369/F - amend some of the construction materials proposed to be used in the conversion).

The Close, 20 High Street

- l) 18/01915/LB - Conversion of barn to dwelling with garages and demolition of portal framed building (revised scheme of 16/01370/LB - alter the internal accommodation layout to the barn and amend some of the construction materials proposed to be used in the conversion.
The Close, 20 High Street

8. MATTERS ARISING FROM PREVIOUS MEETINGS

- a) Banbury Town Council meeting
Councillors agreed that a meeting should be arranged.
- b) Annual Parish Assembly; 24th April
The Clerk confirmed that a representative from David Wilson/Barratt Homes would be speaking. The Police have been invited. Cllr. Mrs. Foreman will design posters. Cllr. Mrs. Christer to purchase refreshments.

9. FINANCIAL REPORT/ADMINISTRATION

- a) Bank balances
The following bank balances were recorded:
Community Account - £200.00
Community Account - £3,581.67
Business Savings Account - £22,580.07
Business Savings Account - £18,802.91
- b) To consider appointing an internal auditor
OALC had provided to the Clerk a list of auditors. A quote was received from one but the company is based near Bicester. The Clerk said that she usually uses Accounting Data Services Ltd. as they are local to the clerk and familiar with local authority accounts. Councillors agreed to appoint Accounting Data Services Ltd.

The Chairman and Cllr. Blencowe did not take part in this discussion. Cllr. Buttler took the Chair.

10. PASSING OF ANY INVOICES FOR PAYMENT

Cllr. Buttler proposed that the following accounts be approved for payment, seconded Cllr. Mrs. Christer and carried unanimously. **IT WAS RESOLVED** that these payments be made.

Mrs C. Hill	Salary March	
Mr. M. Langley	Litter collection (January and February)	£219.52
Mrs. C. Hill	Expenses (Oct-Mar)	£73.92
Mrs. J. Washburn	Chairman's allowance	£100.00
Mrs. J. Washburn	Reimbursement for signage in the burial ground	£292.20
JCB Gardening	Cutting back of vegetation	£135.00

11. DATE OF NEXT MEETING – 17TH APRIL 2019

Environment Committee; 1st May 2019
Planning Committee – 3rd April 2019 at 8pm
Annual Parish Assembly – 24th April 2019
The Chairman closed the meeting at 8.35pm.