

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

**PRESENT:** Cllrs. Mrs. J. Washburn (Chairman), J. Blencowe, N. Buttler, Mrs. M. Christer, Mrs. Z. Foreman, J. Sacha, Mrs. S. Steel, District Cllrs. M. Bishop (until 8.30pm), A. McHugh (until 8.30pm), Mrs. C. Heath (until 8.30pm) and County Cllr. A. Fatemian (until 8.30pm)  
1 member of the public

**1. APOLOGIES FOR ABSENCE**

Cllrs. A. Hewins (personal commitment) and C. Watts (business commitment).

**2. OPEN SESSION FOR MEMBERS OF THE PUBLIC**

The Chairman thanked Cllr. Blencowe for helping with the road closures on remembrance day and Cllr. Mrs. Christer for laying the wreath.

**3. DECLARATIONS OF INTEREST**

Cllrs. Sacha declared a pecuniary interest in item 10(a) as a trustee. Cllr. Buttler declared a pecuniary interest in item 10(a) as the Parish Council representative for the Bodicote Welfare Fund. The Chairman declared a pecuniary interest in item 9(e) as a recipient.

**4. ACCEPTANCE OF THE MINUTES OF THE PREVIOUS MEETING (OCTOBER 2019)**

The draft minutes had been circulated prior to the meeting. Cllr. Mrs. Christer 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. McHugh said that it will be the 75<sup>th</sup> anniversary of VE day next May; the day after local elections. The District Council has waived the fee for road closures for this event. Cllr. McHugh briefly updated the meeting on funding options for the Horton Hospital.

County Cllr. Fatemian reported that the County Council was in the top 10 of councils this year because of the work on adult social care and children.

a) Town Furlong grant

County Cllr. Fatemian confirmed that he has approved this grant again. Hopefully work should start shortly.

b) Highways Issues

County Cllr. Fatemian said that Highways are looking at the sinking road and the wall in Wards Crescent.

c) Parish Liaison Committee update

No councillors were able to attend.

## 6. TO CONSIDER APPROVING THE RECOMMENDATIONS IN THE ENVIRONMENT COMMITTEE MINUTES

The draft minutes were circulated to all councillors prior to the meeting. Cllr. Mrs. Christer briefly updated councillors. Councillors agreed the recommendations.

Cllr. Mrs. Foreman asked about the bus timetables as the buses haven't been running according to the timetable she has. Cllr. Mrs. Christer explained that there were only a few minute adjustments to the timings. There should be a timetable at the bus stop. Cllr. Mrs. Foreman said that there wasn't one at the Horse and Jockey bus stop. Cllr. Mrs. Christer said that she would look into this.

The burial ground paths need trimming and the moss removing. The Clerk was asked to liaise with our contractor regarding this work.

The seat on Town Furlong is broken. Cllr. Buttler was asked if he could liaise with a local contractor for a quote for repairs. The Clerk was asked to find out the cost of a new bench.

## 7. PLANNING MATTERS

Cllr. Mrs. Foreman said that fencing is being erected on the David Wilson Homes site. Tappers Farm appeal has been granted. There are 2 surveys which councillors might want to respond to; Bloxham speed survey on A361 and the Oxfordshire Growth Board survey. There is S106 funding for the village hall. Cllrs. Buttler and Sacha to bring this to the attention of the Bodicote Welfare Fund as there will be a deadline on when this needs spending.

Cllr. Mrs. Christer attended the recent meeting on traffic and she briefly updated the meeting. There should be financing as part of a S106 for a bus stop north of Cotefield. The clerk to follow up on this.

### CURRENT APPLICATIONS

- a) 19/02171/TCA – T1 Liquid Amber – Fell. T2 x Field Maple – Reduce by 10ft as previous  
5 Church Street  
No comments or objections.
- b) 19/01949/TEL – Install 1 x 9 Light Wooden Pole (7.3m above ground)  
The Bungalow, White Post Road  
Cllr. Mrs. Foreman explained that this was a notification.
- c) 19/02369/NMA – Non-material amendment to 16/01599/F –  
Retrospective amendments to the equipment in the play area on the development  
Land south of Blackwood Place and Molyneux Drive and North West of Cotefield Farm, Oxford Road  
No comments or objections. The Clerk to find out who will be taking on the responsibility of the maintenance of the open green spaces plus play area.
- d) 19/02368/F – New B1/B8 building adjoining existing unit  
Cotefield Business Park, Oxford Road  
Councillors agreed to request good screening between this building and the new housing to protect the development from noise and light.
- e) 19/02350/OUT – Outline planning permission for 27 dwellings including access  
Land at Deerfields Farm, Canal Lane  
Cllr. Mrs. Foreman asked if the council would defer responding to this

application and (f) until more information is available. Councillors agreed to this request.

- f) 19/02463/SO – Outline planning permission for 27 dwellings including access  
Land at Deerfields Farm, Canal Lane  
See item (e).
- g) 19/02460/TCA – T1 x Beech – Reduce by 3m plus reshape. Growth control/light penetration. T2 x Leylandi – fell to ground level. The tree is far too big, blocks out light close to the annex.  
The Oven, 1 High Street  
No comments or objections.
- h) 19/02168/F – Removal of roof. Construction of new roof with bedroom accommodation  
The Bungalow, White Post Road  
Councillors agreed to comment that they would like this work to be in keeping with the local area.  
**DETERMINED APPLICATIONS**
- i) 19/01859/ADV – Display of 5 advertisement boards for the purpose of promoting the last houses for sale on the CALA site  
Access to Cotefield Farm, Oxford Road  
Noted.
- j) 19/01671/F – Single storey side extension, canopy porch and alterations to enlarge kitchen and dining room  
11 Sefton Place  
Noted.
- k) 19/01056/F – erection of garage adjacent to approved dwelling  
Barn and land south west of Cotefield Farm, Church Street  
This application has been refused.

District Cllrs. Bishop, McHugh, Mrs. Heath and County Councillor Fatemian and resident leave the meeting.

## **8. FINANCIAL REPORT/ADMINISTRATION**

- a) Bank balances  
The following bank balances were recorded:  
Community Account - £200.00  
Business Savings Account - £68,279.39  
Business Savings Account - £26,198.40
- b) Draft budget 2020/21  
The clerk had circulated prior to the meeting a draft budget. Councillors were asked to pass any amendments to the clerk.
- c) Councillors remuneration  
The clerk confirmed that she has sent an email to District Cllr. McHugh.
- d) 2020 meetings  
The Clerk reported that there are no plans for an internet connection in Church House. This matter was discussed and councillors agreed that a connection is required. The clerk was asked to arrange meetings for next year at the District Council offices and to inform Church House.
- e) Clerk's pay increase  
The new pay scales had been circulated prior to the meeting. Cllr. Buttler proposed that the clerk is appointed to new scale 21 with effect from 1<sup>st</sup> April 2019, seconded the Chairman and carried unanimously. The clerk thanked councillors.

The Chairman did not take part in this item. Cllr. Buttler took the Chair.

**9. PASSING OF ANY INVOICES FOR PAYMENT**

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

Mrs C. Hill	Salary November	
Mrs. M. Langley	Litter picking	£135.00
Rascal Horticultural Services	Maintenance of burial ground ad churchyard (Oct)	£295.47
Rascal Horticultural Services	Maintenance of burial ground and churchyard (Sept)	£272.27
Mrs. J. Washburn	Stationery	£70.48
Mrs. M. Bale	Repairs to burial ground gates	£70.00
Prysebros Ltd.	Weed control	£309.60

The Chairman takes the Chair.

**10. CORRESPONDENCE**

Cllrs. Buttler and Sacha did not take part in this item.

- a) Bodicote Welfare Fund request for grant  
The Clerk explained to councillors that she has requested additional information regarding forthcoming projects.
- b) Brownies request for grant  
Cllr. Mrs. Foreman asked if we could advertise our funding for local community groups via Facebook, noticeboard and the website. The clerk said that she would update the notice.

**11. DATE OF NEXT MEETING – 11<sup>TH</sup> DECEMBER 2019**

Environment Committee; 8<sup>th</sup> January 2020

Planning Committee; 4<sup>th</sup> December 2019

The Chairman closed the meeting at 8.55pm