

BLEWBURY PARISH COUNCIL

Minutes

Of the Meeting of the Parish Council
held in the Vale Room on Wednesday 11th November 2015 at 7.30 p.m

Councillors present: Mr C Lakeland (Chairman)(CL), Ms J Gibson (JG), Ms V Fox (VF), Mr M Penington (MP), Ms Charlotte Cameron (CC), Ms Lydia Inglis (LI). **Also present:** Mrs Elaine de Ridder (clerk), David Hollick (Lengthman), County Councillor Lilly, District Councillor Waite and 1 member of the public

Matters resolved:

1. Mr Dorian Crone was formally appointed to carry out a conservation area character assessment as part of the BNDP.
2. All payments were approved.

Actions arising from the meeting	Target date
1. CL to help identify a County Council representative for the Malthus trust	By January meeting
2. LI to request annual/regular updates from Pre-School committee	By January meeting
3. MP to inform the BVCIC of the PC's budget meeting in January. Any request for support in the next financial year needs to be made before then.	By December meeting
4. LI to investigate signage for the Clubhouse and Melland Room.	By January meeting
5. CL and clerk to draft a transparency code and a social media policy	As soon as possible
6. Lengthman to obtain a quote for a mower for the December meeting.	By December meeting
7. Clerk to thank Beeswax Farms for redirecting the light on Church Yard	As soon as possible
8. Clerk to circulate the annual review of risks.	As soon as possible
9. Clerk to set a date for the budget meeting.	By December meeting
Actions brought forward	
1. CL to review tree register	As soon as possible
2. Clerk to review document register	As soon as possible
3. Clerk to finish the cemetery map corrections and return it to Pear Technologies	As soon as possible

1. **To receive apologies for absence.** Apologies from Ms Miriam Jacobs (MJ), Mr M Shayler, Mr M Blythe (MB). District Councillor Shelley.
2. **To record declarations of interest.** CL made a declarations about a pecuniary interest relating to item 13.3 (payments). MS also made a declaration (outside the meeting) about a pecuniary interests relating to item 13.3 (payments). MP declared an interest in item 12.3 (planning applications).
3. **To approve the minutes of the Parish Council meeting on 14th October 2015.** The minutes were accepted and signed as a true record.
4. **To receive the County Councillor's report.** County Councillor reported on the progress of roadworks at Hagbourne Hill and the Milton interchange. He also mentioned the upcoming A417 summit. He explained the recent decision about cuts to subsidised bus services and expressed the hope that bus companies might be able to make some services viable and profitable. The exchanges of correspondence between the County Council leader and the Prime Minister were mentioned. Cllr Lilly was asked about his involvement with the Malthus Trust as he is still listed as a trustee. He confirmed that he asked to be removed from the list years ago. **Action: CL to help identify a County Council representative for the Malthus trust.**
5. **To receive the District Councillor's report.** The District Councillor's written report was circulated prior to the meeting. See Annex A. The proposed Woodway development was briefly discussed. No decision has yet been made but the Parish Council will be writing to members of the planning committee should the decision be referred to them.
6. **To receive the Lengthman's report.** Report was circulated. See Annex B. It was mentioned that hedge laying/coppicing will take place on the weekend of the 14th of November.
7. **Open Forum.**
Nothing to discuss during Open Forum.

8. **Neighbourhood Plan (NP).** The village consultation on the NDP has been delayed until January at the earliest, because of the decision to commission a village character appraisal.
- 8.1. To formally endorse the appointment of Dorian Crone to carry out a conservation area character assessment as part of the BNDP. Mr Crone was formally appointed to carry out the assessment.
9. **Matters arising.**
- 9.1. **11/11/15 To accept report on current status of Pre-School Playgroup.** A short report was circulated prior to the meeting. New rent arrangements for the last 6 years of the lease have been agreed with the Malthus Trust. Although it means a huge increase from previous years another substantial increase is likely after 6 years. It was noted that LI is no longer associated with the Pre-school Playgroup and it would therefore not be a conflict of interest when she joins the Malthus Trust as trustee. **Action: LI to request annual/regular updates from Pre-School committee.** Item closed.
10. **Village hall redevelopment**
- 10.1. To receive an update on the progress of the working party and fundraising. Nothing to report.
11. **Recreation Ground.**
- 11.1. 12/11/14 *To receive an update from the PC representative on the BVCIC.* It was reported that the BVCIC has decided not to follow MP's recommendations but to have the trend computer re-programmed and monitored instead. **Action: MP to inform the BVCIC of the PC's budget meeting in January. Any request for support in the next financial year needs to be made before then.** There was a request from the Cricket Club to use Parish Council equipment. As this would not be covered by Parish Council insurance, it is unlikely that this would be agreed to. There was also a request from the BVCIC about better signage for the Clubhouse and Melland Room. The BVCIC is exploring a new post code for the Clubhouse. **Action: LI to investigate signage for the Clubhouse and Melland Room.**
12. **Planning & Housing**
- 12.1. 12/11/14 To receive an update on speculative approaches. CL had an update from Landmaze about the next possible steps. Nothing further to report.
- 12.2. 02/02/06 To receive the planning committee report. See Annex C.
- 12.3. 08/11/12 To approve responses to current applications
P15/V2534/HH Carramores, Church Road Blewbury.
Alterations to existing single storey extension to existing cottage to provide new entrance hall, ground floor bedroom, bathroom and dressing room. 2. Demolition of existing outbuildings and construction replacement garage/workshop and garden outbuilding. Blewbury PC has no objections.
P15/V2376/HH and P15/V2377/LB Hall Barn Close, Chapel Lane, Blewbury
Addition of porch to kitchen extension. Relocation of the gas meter. Blewbury PC has no objections.
13. **Finance & Administration**
- 13.1. To agree a format and plan of action for the Parish Council's webpages to comply with the Transparency Code. **Action: CL and clerk to draft a transparency code and a social media policy**
- 13.2. **To receive a budget report.** The clerk gave a short budget report in anticipation of the budget setting in January. Income is lower. The grant from the BVS comedy night for play facilities is £300 less than in previous years, as is the income from the allotments. Most anticipated spending are either on or under budget but the spending due to unforeseen circumstances, e.g. increased security and repairs following the spate of break ins at the equipment store, as well as the cemetery software have to come from Parish Council reserves. The Neighbourhood Plan development cost is still within budget. **Action: Lengthman to obtain a quote for a mower for the December meeting.**
- 13.3. To approve payments to be made under ancillary powers and within budgeted amounts

Description	Amount
E de Ridder (salary and expenses)	£894.25
D Hollick (salary and expenses)	£346.74
BT Payment Services Ltd (direct debit)	£23.98

TruGreen South Oxfordshire	£265.00
Biffa Waste Services Ltd	£56.83
Shayler Concrete Pumping Ltd	£782.72
St. Michael's Church, Blewbury PCC	£150.00
Oxfordshire South and Vale CAB (OSVCAB)	£150.00
Wind in the Willows Residents Association	£50.00
Post Office Ltd (for SSE – Scout Hut)	£21.38
White Horse Horticulture	£200.00
<i>Payments relating to the Neighbourhood Plan</i>	
Jo Lakeland	£49.36
TOTAL	£2,990.26

All payments were approved.

14. **To receive an update on any issues relating to Footways, Footpaths, rights of way and open spaces.**
- 14.1. **To receive an update re footpaths over Beeswax Farms.** Ownership of the land adjacent to Beeswax Farms have been established which means DMMO application process can proceed. It was reported the light on “Church Yard” has been redirected and is no longer shining as brightly. **Action: Clerk to thank Beeswax Farms for redirecting the light on Church Yard.** Item closed.
- It was noted that a tree has been blown over on Footpath 24. The clerk has notified Highways.
15. **To receive an update on any issues relating to roads, road safety and public transport.**
- 15.1. To receive an update on the meeting with Highways re traffic calming measures in the village. Councillors met with a highways officer to discuss traffic calming in the village and a summary of the meeting was circulated. It was reported that some speed checks have been carried out using the speed indicator device (SID). The PCSO's report was read out.
16. **Cemetery**
- 16.1. 02/06/15 To receive an update on the cemetery mapping software and training. **Action brought forward: Clerk to finish the cemetery map corrections and return it to Pear Technologies.**
17. **Village Hall Management Committee.** *To receive an update from the VHMC.* CL reported that an electrical survey has been carried out and certificated. The wiring is in good order. An informal approach was made by the BVCIC about a possible joint management of all the facilities in the village in the future.
18. **Ladycroft Park update.** *To receive an update from the Vale about Ladycroft Park issues.* An update was circulated prior to the meeting. Enforcement notices were issued and the Vale is awaiting the reaction to this.
19. **Risk Management**
- 19.1. 09/09/15 To decide on changes needed to safety checks at TFF Play Space. The clerk is awaiting a date from Mr Clark.
- 19.2. 09/09/15 To request the risk assessment for the BVS bonfire night. The risk assessment was carried out and training attended which will enable the BVS to get insurance. Item closed.
- 19.3. 14/10/15 To start Annual Review of Risks facing the Council and to agree a timetable. **Action: Clerk to circulate annual review of risks.**
20. **Correspondence**
- 20.1. **Items requesting a reply & consultations**
- 20.1.1. Complaint re the hedges letter. A complaint about a “hedges” letter was received. Action has been taken to assist the residents and a letter of apology was sent.
- 20.1.2. SSE tree work request. The clerk gave permission for trees to be reduced on Tickers Folly Field as they posed a potential risk to power lines.
- 20.1.3. Oxfordshire County Council Planning Ref LL.0138/15: Update of Local List of Information Requirements for validation of planning and related applications. Noted.
- 20.2. **Items for information that have been circulated**
- 20.2.1. OALC update. Noted.
21. **Any other business**
- A date needs to be set for the finance committee to meet about the budget.

22. To set the date of the next meeting

The next meeting will be held on 9th December in the Vale Room.

Meeting closed 21h16

Annex A

**Blewbury Parish Council
Notes for Parish Councillors on Wednesday, 14th October 2015
from Cllr Janet Shelley & Cllr Reg Waite**

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Local Plan 2031:

The Vale's Local Plan has been given the go ahead to move to the next stage of the examination process.

The Vale received a letter from the Planning Inspector yesterday confirming that following the Stage One hearings, which took place in September, the examination process can now move to Stage Two hearings.

Arrangements for Stage Two hearings will be published by the Planning Inspector in due course and will be made available on the council's website.

The Inspector's letter reads as follows –

12th October 2015

I would like to thank all those who took part in the recent Stage 1 hearing sessions for their constructive contributions to the debates.

In the light of all that I have now read and heard, and bearing in mind the potential for me to recommend main modifications to the plan (including in connection with matters discussed at the Stage 1 hearings), I consider that it is appropriate to move to Stage 2 of the Examination.

However, this is not a guarantee that the plan as a whole, or any particular part of it, will be found sound. Given this, and bearing in mind that many of the issues already discussed are inextricably linked with those which will be considered as part of Stage 2, it is not appropriate for me to set out further details of my initial views at this stage.

Arrangements will now be made for the Stage 2 hearing sessions to be held as soon as practicable, dates and Matters/Questions for these sessions will be published in due course.

*Yours sincerely
Malcolm Rivett
Inspector*

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Speculative Development Planning Applications:

P15/V1944/O – Outline planning permission for up to 40 dwellings on land off
Woodway Road, Blewbury
Received: 14th August 2015
Registered: 17th August 2015
Consultation: 17th August to 16th September 2015
Target decision date: 16th November 2015.

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Reminders for New Recycling Services:

Green bin collection weeks:

We can place tired or damaged textiles or clothes that aren't good enough for charity alongside our green bins for recycling. Please place items in suitable bags/sacks.

Please also continue to place any domestic used batteries in clear plastic bags and place on top of the green bins.

Grey bin collection weeks:

We can place small electrical items including electrical toys alongside our grey bins for recycling. Again please place items in suitable bags/containers.

Brown Garden waste bins:

During week commencing Monday, 19th October, all garden waste bin holders may place out one extra bins' worth of garden waste in sacks or re-usable bags (but not trade bags) – just make sure they're open so the crew can see what is in them.

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Ladycroft Park, Blewbury:

We will discuss.

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Go Active goes Gold in Rural Areas thanks to £227,000 funding boost:

The Vale and South Oxfordshire District Council have been awarded £227,000 to help older people in rural areas to become more active.

This award has come from Sport England and Go Active will target different villages each year to encourage people to do 30 minutes of moderate intensity physical activity each week. Sessions start in January.

Members of the local community are encouraged to volunteer to help spread the message about what's on offer and set up and deliver some sessions.

Taster sessions in the above will initially be held in Kingston Bagpuize, Steventon, Woodcote, Watlington, Chalgrove, Sutton Courtenay and Shiplake so look out for more detail.

Further sessions for elsewhere in southern Oxfordshire will be announced in the coming months.

Details of the programme will be available shortly on the website www.whitehorsedc.gov.uk/gold and www.southoxon.gov.uk/gold

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Annex B – Lengthman's report

Lengthman's Report October 2015

Footpaths

In good condition. No major issues.

Cemetery

This has had a second weed treatment and the grass is starting to improve.

The Hedge Laying group hope to do the hedge between the cemetery and Ticklers Folly field this winter, which will improve the appearance along that side. No other issues.

TFF, Car Park & TFF Play Area

No real problems. Some maintenance work done to the swings.

Recreation Ground

No issues

Village Hall KAP Area

Some remedial work done to swings & entrance gate. Now all in good order.

Storage Buildings

No problems

Equipment

Tractor & Ferris mowers OK. We have 'borrowed' a smaller mower from the Fishing Club in Swindon which we can use until next spring. No other issues.

Other work

The bus shelter along London Road has now been painted inside and looks much better.

Annex C

Planning report for Parish Council – November 2015

Planning Applications

All Blewbury planning applications, decisions and Parish Council responses, including items under consideration, can be found in the 'Parish' section of the Blewbury website (<http://blewbury.co.uk/parish/planning/>), which is updated once a week. Links are also provided to the main Vale Planning site, where full details can be obtained.

Responses from the Parish Council:

P15/V2356/FUL – Hunts Grave Farm, London Road - Demolition of existing structures, erection of two dwellings. No objections, but BPC made comments:

1. Buildings are planned underneath power lines, with little clearance.
2. The loss of another commercial venture in the village is regrettable.
3. The development is outside the built area to the east of the village and development on this site has been regused on the past on these grounds.

P15/V0925/HH – Royston, Bessels Way – Extensions and additions – BPC objects. The proposed building is out of scale with surrounding properties, and neighbouring homes are overlooked.

P15/V2377/LB and P15/V2376/HH – Hall Barn Close, Chapel Lane - Addition of porch to kitchen extension. Relocation of the gas meter. BPC has no objection.

P15/V2534/HH – Carramores, Church Lane – Alterations to existing single storey extension, erection of replacement garage/workshop. BPC has no objection, but would like to request that care is taken during the building process to avoid discharge of pollutants into the Cleve and surrounding streams, and degradation of the banks.

Decisions from the District Council:

P15/V2085/FUL – Palmers – Detailed plans for proposed new dwelling. GRANTED.

P15/V2171/HH – Pilgrim's Rest, Pilgrim's Way - Erection of single storey side and rear extensions, rear dormer window, change front dormer roof from flat to mono-pitched and removal of existing chimney breast and replace with a metal flue. GRANTED.

Enquiries regarding planning in the parish may be sent to blewburypc@gmail.com