

BLEWBURY PARISH COUNCIL

Minutes

Of the Meeting of the Parish Council
held in the Vale Room on Wednesday 11th April 2018 at 7.30 p.m.

Councillors present: Mr C Lakeland (Chair), Mrs J Gibson (JG), Ms Miriam Jacobs (MJ), Mr Mark Shayler (MS), Mr M Penington (MP), Mrs Charlotte Cameron (CC), Mr David Lomas (DL), **Also present:** Michelle Taylor (clerk), Mr David Hollick (Lengthman).

Matters resolved: 1. All payments were approved. 2. Oxfordshire Community First Membership Renewal-All agreed	
Actions arising from meeting	Target date
1. Clerk to send over the 'Extra Collection for Garden Waste Customers' paragraph from District councillors report to the editor at the Bulletin to send a stop press release to notify parishioners.	15 th April 2018
2. Clerk to obtain information from companies House reference membership of CIC.	By next meeting
3. Cllr Lakeland, Cllr Lomas and Cllr Penington to compose letter to the CIC to discuss present and future expenses and send once full amount are known.	As soon as possible
4. Clerk to complete planning report and email to Cllr Gibson.	15 th April 2018
5. Cllr Lakeland to follow up on SSE communities funding for contingency items.	By next meeting
5. Cllr Lakeland to complete relevant steps to assure compliance with GDPR and to contact Cllr Penington to explore encryption of data and discuss with clerk.	By next meeting
5. Cllr Lakeland and Cllr Gibson to respond as and when appropriate to email from resident ref concerns over footpath barriers within the village.	
6. Cllr Lakeland and Lengthman to explore village footpaths to estimate how much gravel will be required, then to arrange a date to distribute.	By next meeting
7. Cllr Lakeland to follow up S106 funding for trim trail.	As soon as possible
Urgent Actions to be followed up at next meeting	
1. Review and update emergency plan.	
2. Follow up on Skatepark quotes for repairs	

- 11/04/18 1. To receive apologies for absence.** Apologies Cllr Inglis, Cllr Blythe, County Councillor Mike Fox-Davies and District Councillor's Reg Waite and Janet Shelley.
- 11/04/18 2. To record declarations of interest.** No declarations were made.
- 11/04/18 3. To approve the minutes of the Parish Council meeting held on 14th March 2018.** The minutes were accepted and signed as a true record.
- 11/04/18 4. To receive the County Councillor's report.** County Councillor's report was circulated prior to the meeting. **See Annex A.**
- 11/04/18 5. To receive the District Councillor's report.** District Councillor's report was circulated prior to meeting. **See Annex B.** Extra collection for garden waste customers was raised in the report. **Action:** Clerk to send over the 'Extra Collection for Garden Waste Customers' paragraph from District councillors report to the editor at the Bulletin to send a stop press release to notify parishioners.
- 11/04/18 6. To receive the Lengthman's report.** Report was circulated prior to meeting. **See Annex C.** Nothing further to report
- 11/04/18 7. Open Forum.** Nothing discussed.
- 11/04/18 8. Matters arising**

To report back on actions arising at previous meeting. All actions were taken apart from obtaining quote for skatepark repairs-Ongoing.

11/04/18 9. Village hall redevelopment

9.1 To receive an update on the progress of the refurbishment project with reference to potential builder's MD and fundraising if available. It was reported new builders have been contacted for estimates for the village hall redevelopment project - Awaiting report.

11/04/18 10. Recreation Ground

10.1 To receive an update from working group on the future of the clubhouse if available. Awaiting further progress. **Action:** Clerk to obtain information from companies House reference membership of CIC.

10.2 Update on the Borehole inspection, its consequences and a plan of action. It was reported that the risk analysis and water sampling results received by the PC require remedial work to be carried out prior to the deadline given which is 24th April 18. Council approved the required expenditure.

Action: Cllr Lakeland, Cllr Lomas and Cllr Penington to compose letter to the CIC to discuss present and future expenses for borehole maintenance and send once costings are known.

11/04/18 11. Planning & Housing

11.1 To receive the planning committee report. **See Annex D** for the planning report. **Action:** Clerk to complete report and email to Cllr Gibson.

11.2 To approve responses to current applications:

P18/V0630/HH

27 Eastfields Single story extension to the rear of the property. **Parish Council has no objection.**

P18/V0621/FUL

Blewbury Mill, Blewbury Road

Change of use of field to garden curtilage and erection of garage/outbuilding. **Parish Council has no objection.**

P18/S0859/FUL

Blewbury Mill, Blewbury Road

Change of use of field to garden curtilage and erection of garage/outbuilding. **Parish Council has no objection.**

P18/S0858/HH

Blewbury Mill, Blewbury Road Removal of existing extensions and provision of new extensions (to south west and northwest of house) and other alterations to house including additional windows. Removal of existing garage. Replacement boundary fence. **Parish Council has no objection.**

11/04/18 12. Finance & Administration

12.1 To receive any update on S106 contributions. Still awaiting reply from VWH ref: S106 contribution towards TFF Gym Equipment (Trim Trail). Tennis Club confirm their application for lighting is progressing. **Action:** Cllr Lakeland to follow up S106 funding for trim trail.

12.2 To approve payments to be made under ancillary powers and within budgeted amounts.

PAYEE	Description / Power to spend	Amount
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M Taylor	Clerk's salary and expenses	£708.10
E F de Ridder	Clerk's salary and expenses	£69.96
D Hollick	Lengthman's salary and expenses	£593.30
NEST	Clerk's pension	£53.09
BT Payment Services Ltd	Clubhouse line rental and Wifi	£28.08

Biffa Waste Services Ltd	Waste services	£51.44
Downland Villages Transport Group	Charitable grant	£400.00
Blewbury Hall Executive Management Committee	Quarterly Post Office Grant towards rent	£300.00
Community First Oxfordshire	Annual Membership	£70.00
Graham Nye	Clubhouse Repairs	£1,755.00
OALC	Annual Subscription 2018-2019	£317.06
HM Revenue & Customs	PAYE & NI for Lengthman and clerk	£755.37
PWLB	Loan repayment	£4,837.50
Provisional Total		£9,887.46

Invoice too late for inclusion on the agenda:
Farol Limited-Tractor Service £390.00

New total amount: £10,328.90

11/04/18 13. Risk Management.

- 13.1 05/01/17 To receive an update on TFF Play Space and quotes for TFF car park resurfacing. It was reported the water at TFF Play Space is now draining properly, which is allowing the grass to grow through. Quotes have been received for TFF car park resurfacing for consideration.
- 13.2 11/10/2017 To receive an update on the progress of our Emergency Plan and SSE communities funding for contingency items. Emergency Plan is now in the final stages. Contingency items list still ongoing. **Action:** Cllr Lakeland to follow up on SSE communities funding for contingency items.
- 13.3 14/03/18 GDPR – to receive an update on GDPR processes moving forward for BPC. Compliance updates to be reviewed and circulated. **Action:** Cllr Lakeland to complete relevant steps to assure compliance with GDPR and to contact Cllr Penington to explore encryption of data and discuss with clerk.

11/04/18 14. To receive an update on any issues relating to the Environment. Nothing to report

11/04/18 15. To receive an update on any issues relating to Footways, Footpaths, rights of way and open spaces.

- 15.1 11/04/18 To agree a plan on whether or not to remove barriers on footpaths. It was reported an email had been sent to Arthur McEwan-James to confirm regulations on village footpath barriers. Awaiting. **Action:** Cllr Lakeland and Cllr Gibson to respond as and when appropriate to email from resident ref concerns over footpath barriers within the village.
- 15.2 11/04/18 To agree a plan for gravel spreading on footpaths. **Action:** Cllr Lakeland and Lengthman to explore village footpaths to estimate how much gravel will be required, then to arrange a date to distribute.

11/04/18 16. To receive an update on the outdoor Gym Equipment.

- 16.1 14/03/2018 Confirmation on start date to supplying and fit the Gym Equipment at TFF. To update the council on the availability of the S106 funds. It was confirmed the start date to fit the gym equipment at TFF will commence end of April 2018. Still awaiting reply from VWH ref S106 funds (Item 12.1)

11/04/18 17. To receive an update on any issues relating to roads, road safety and public transport.

- 17.1 08/11/17 Update on the Oxford Cambridge expressway group and decide on any further course of action. Awaiting report.

17.2 13/12/17 Update on Salt bins in and around the village. Action ongoing.

17.3 14/02/18 To discuss the conditions of local roads and decide on any course of action. Action ongoing.

17.4 11/04/18 To receive an update on the bus services 94 to Didcot and DVTG to Wallingford. It was announced BPC grant has now been received with thanks, and that extra services are now running which contribute to shorter journeys. Stop press email has been circulated and new timetables will be displayed in the coming week.

11/04/18 18. Village Hall Management Committee. *To receive an update from the VHMC.* Nothing to report.

11/04/18 19. Correspondence

19.1 **Items requesting a reply & consultations**

19.1.1 Oxfordshire Community First Membership Renewal-All agreed.

19.2 **Items for information that have been circulated**

11/04/18 20. Any other business. *Exceptionally to deal with business received too late for inclusion in agenda.* Nothing discussed.

11/04/18 21. To set the date of the Annual meeting of the PC and the Annual Parish Meeting. The Annual meeting of the PC will be held on the 9th May at 7.30pm in the Vale room.

The Annual Parish meeting and BVS AGM will be held on the 16th May 2018 at 8pm in the Vale Room.

Meeting closed 20:52pm

Annex A:

**REPORT TO BLEWBURY PARISH COUNCIL APRIL 2018
FROM CLLR MIKE FOX-DAVIES**

GENERAL OCC REPORT

GOVERNMENT MINISTER SIGNS £215M GROWTH DEAL FOR OXFORDSHIRE

Housing Minister Dominic Raab visited Heyford Park near Bicester last month to sign a deal to deliver a £215m investment in transport infrastructure and affordable housing in Oxfordshire. The Minister met Councillor Yvonne Constance, the county council's Cabinet Member for Environment and Economy. The deal was signed by all six members of the Oxfordshire Growth Board: Oxfordshire County Council, Oxford City Council, Cherwell District Council, West Oxfordshire District Council, Vale of White Horse District Council and South Oxfordshire District Council. March also saw the Oxfordshire Growth Board announce the first year of projects to be funded by an initial release of £30m for infrastructure projects as part of the Deal agreement. Government road money is for major improvements and cannot be used for day-to-day maintenance, but the investment will help to improve the overall standard of the road network.

HOUSING INFRASTRUCTURE FUND (HIF)

On 21 March the Government announced 44 bids which have made it through to stage 2 of its Housing Infrastructure Fund (HIF) to fund major infrastructure projects. Two of the three HIF bids submitted by OCC last autumn on behalf of Oxfordshire made it through and will now progress to a co-development stage:

Didcot Garden Town – £171m is sought for transport improvements including a Didcot Science Bridge and A4130 dual carriageway, a new river crossing at Culham and Clifton Hampden Bypass. This would support the delivery of over 22,000 homes in Didcot, Culham, Harwell and Berinsfield. Additionally, up to £70m of cycle and other sustainable transport improvements are proposed for inclusion in the bid plan.

West Oxfordshire Garden Village – £135m is sought for further upgrades to the A40, building on existing schemes and based on the approved A40 Long Term Strategy including development of the Rapid Transit network and additional highway capacity on A40 transport corridor. This would support the delivery of over 10,000 homes in Witney & Carterton, and around Eynsham.

Detailed business plans will now be developed for the £300 million of transport infrastructure investment behind these two bids. The Growth Board partners expect to hear this autumn whether or not the two bids going through have ultimately succeeded.

COUNCILLOR PRIORITY FUND

As announced in last month's report, all Oxfordshire County Councillors now have a £15k budget to allocate to highways or community projects within their parishes.

LIVE WELL OXFORDSHIRE WEBSITE CAMPAIGN

The OCC Adult Social Care Team is running a campaign to raise awareness of its Live Well Oxfordshire website. Live Well Oxfordshire brings together over 2,000 services and activities in one easy to search online directory – from residential care homes and care services that help people stay living at home, to transport services to get them out and about and new hobbies to enjoy. Residents can find useful information and advice on a range of subjects – all aimed at giving them greater choice and control over the support and services they, or a loved one, need. Details here: www.oxfordshire.gov.uk/livewell

POTHOLE FUND BOOSTED TO REPAIR ROADS AFTER WINTER DAMAGE

Central Government has announced that local roads badly affected by recent winter weather will benefit from a further £100 million to help repair any potholes and other storm damage, Transport Secretary Chris Grayling announced on 26 March. Nationally, this money will help repair almost 2 million potholes as well as help protect the roads from any future severe weather. This is on top of the £75 million in government funding already given to councils from the Pothole Action Fund this year, as well as the additional £46 million boost for highways authorities announced just before Christmas. Around 7 million potholes across the UK will be filled due to this money, announced in the 2016 Budget. Oxfordshire's share of these funds comes to nearly £3m.

FORMER COUNTY COUNCIL DEPUTY LEADER DIES

Statement from the leader of the county council, Councillor Ian Hudspeth:

"It was with great sadness that we have learned that Rodney Rose, the deputy leader of Oxfordshire County Council until last year, died last month. I will miss him greatly as a friend and colleague. I worked closely with Rodney for many years. He was a tireless and dedicated local councillor representing Charlbury and Wychwood. As a long-serving member of the Cabinet, he had wide-ranging responsibilities for council services. He was a tireless champion of Oxfordshire's fire and rescue service. He represented the county council on several major projects that will benefit Oxfordshire, including the east-west rail scheme and the planned flood alleviation scheme around west Oxford. These will be his legacy as a public servant. On behalf of everyone at Oxfordshire County Council who knew and worked with him, I send his family our deepest condolences

Annex B:

Blewbury Parish Council
District Notes for Parish Councillors on Wednesday, 11th April 2018
from Cllr Janet Shelley & Cllr Reg Waite

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Apologies:

Unfortunately, both Councillors have other appointments and sadly tender their apologies.

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Enforcement Investigations:

VE18/161 – 2 Pound Cottage, London Road, Blewbury OX11 9NY
Reported: 26 March 2018
Alleged breach: Without planning permission the addition of a rear dormer (conservation area)
Case Officer: Heather Rowe
Site visited: -
6 week target date: 7 May 2018
Under investigation

VE17/627 – Pilgrim Way, The Pilgrims Way, Blewbury OX11 9NG
Reported: 25 October 2017

Alleged breach: Breach of conditions 3 & 4 of P16/V0888/HH
Case Officer: Claire Merritt
Site visited: 2 November 17 and 26 February 2018
6 week target date: 6 December 2017 12 week target date: 17 January 2018
Being monitored. Letter sent to owner 27 March 18.

VE17/223 – Unit 3, Eastfield Farm, Woodway Road, Blewbury
Reported: 21 April 2017
Alleged breach: Unauthorised change of use of an agricultural building to B2 industrial use.
Case Officer: Robert Cramp
Site visited: 4 May 2017
6 week target date: 2 June 2017 12 week target date: 14 July 2017
Still under investigation

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Grove Road and the nearby Alder View development:

The problems in Grove Road have created increased concerns. I have taken matters up with the Vale's Planning Department and I will keep you informed as soon as possible.

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Didcot Garden Town Update:

Gerry Brough has left his role as Interim Head of Development, Regeneration and Housing. The partnership aspects of Didcot Garden Town will now be overseen by Andrew Down, Head of Partnership and Insight, while Science Vale projects are with Suzanne Malcolm, Head of Development and Regeneration.

We will keep you updated and in particular the dates of public meetings.

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Extra Collection for Garden Waste Customers:

Residents who are signed up for brown bin collections can put out twice as much garden waste during next week. The Vale council is giving those who are part of the paid-for service the opportunity to put out the equivalent of one extra bin's worth of garden waste (around three large bin bags) during next week commencing 16 April. Residents should leave their extra garden waste out in bin liners or sacks beside their brown bins on their usual collection day during these weeks. Trade waste bags will not be accepted
The garden waste service is very popular. We are glad that we are able to offer extra help at this time of year when people clear their gardens after winter. We'd like to encourage everyone to make use of the extra collection. After the Easter bank holidays is a good time to give residents this extra service and we hope they find it helpful. It's a perfect opportunity to get their gardens ready for the summer.
**** Please note that boxes and bags left on the extra garden waste days are left at your own discretion and the council will not replace them if missing or damaged.**

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Gender Pay Gap Report:

The Vale currently has a (mean average) pay gap of just 1.1 per cent, significantly lower than the public sector average which stands at 17.7 per cent. We are confident that our gender pay gap reflects the roles that staff carry out and not from paying people differently for the same work.

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Man convicted of fly tipping:

Vale of White Horse District Council has successfully prosecuted a 29-year-old man for fly-tipping and he has been ordered to pay more than £1,500.
John Francis Joyce of Redbridge Hollow, Oxford pleaded guilty to three counts of illegal dumping of waste at Oxford Magistrates' Court on 27 March.
Magistrates heard how Joyce was caught on camera depositing three van loads of waste, including mattresses and building waste, on Allotment Road, Redbridge Hollow, near Oxford on 20, 21 and 23 September 2017.
Joyce was ordered to by the magistrates to pay a total of £1,580.56 which included court costs, clear-up costs and a fine.

The land owned by Oxford City Council, but it is in the Vale of White Horse district council area and it was the Vale's environmental protection team and legal department, who brought the prosecution.

This was a brazen flouting of the law, where the defendant returned again and again to dump illegal waste at the same spot. We will not tolerate this behaviour which blights our landscapes and people's lives and we will do our utmost to prosecute offenders.

It is always incredibly frustrating when taxpayers' money has to be spent clearing up after the selfish actions of those who fly-tip. This prosecution sends a clear message that fly-tipping will not be tolerated in our communities, and we are grateful to the Vale for leading on the prosecution.

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Community Engagement Update:

Planning and our community engagement officers received some very positive feedback from their recent workshop to help neighbourhood planners engage with their communities. Representatives from 13 groups took part, hearing tips and advice from our young people's coordinator and Community First.

The next works shops are –

- 'An introduction to Planning' – Friday, 20 April – for groups from South Oxfordshire
- 'Survey Design' – Tuesday, 15 May – open to groups from both districts.

Booking in advance is essential – please phone the Vale.

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Chairman's two charities

Reg has two further fundraising events and it is hoped residents will support him, particularly with the Variety Concert – this will be the first of its kind in Wantage, and indeed in the Vale – certainly something different and unique so come along for a night of true fun entertainment.

Fri, 20 April – Chairman's Charity Golf Day, Hadden Hill Golf Club

Sat, 12 May – Variety Concert in The Beacon, Wantage

All enquiries to Reg on regwwaite@aol.com or 01235 861779 or to Karen Dodd at the Vale on karen.dodd@southandvale.gov.uk or 01235 422082

JS & RWW 10 April 2018

Annex C:

Lengthman's Report March 2018

Mostly a month of maintenance, with just a small amount of grass cutting at the end of the month.

The tractor has been serviced and is working well.

All the fire extinguishers have been checked or replaced in the Clubhouse and Scout Hut.

The TFF Play Area was re-commissioned on the 22nd so in time for Easter.

April will see the start of grass cutting in all areas.

Happy Easter

David

Annex D:

Planning report for Parish Council – April/ May 2017 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:

P18/V0630/HH 27 Eastfields Single story extension to the rear of the property. Parish Council has no objection.

P18/V0621/FUL Blewbury Mill, Blewbury Road Change of use of field to garden curtilage and erection of garage/outbuilding. Parish Council has no objection.

P18/S0859/FUL Blewbury Mill, Blewbury Road Change of use of field to garden curtilage and erection of garage/outbuilding. Parish Council has no objection.

P18/S0858/HH Blewbury Mill, Blewbury Road Removal of existing extensions and provision of new extensions (to south west and northwest of house) and other alterations to house including additional windows. Removal of existing garage. Replacement boundary fence. Parish Council has no objection.

Decisions from the District Council:

P18/V0313/HH Tudor Cottage London Road Repair and replacement of deteriorating West elevation structural beams, to preserve and maintain the structural integrity of the west side of the cottage. Granted.

P18/V0314/LB Tudor Cottage London Road Repair and replacement of deteriorating West elevation structural beams, to preserve and maintain the structural integrity of the west side of the cottage. Granted.

P18/V0312/HH Fir Trees London Road Alterations to fenestration and removal of one chimney. Granted.

P18/V0258/HH 20 Grahame Close Proposed single storey extension and internal alterations. Granted. Enquiries regarding planning in the parish may be sent to blewburypc@gmail.com