

## **BLEWBURY PARISH COUNCIL**

### **Minutes**

Of the Meeting of the Parish Council  
held in the Vale Room on Wednesday 11<sup>th</sup> July 2018 at 7.30 p.m.

**Councillors present:** Mr C Lakeland (Chair), Mrs J Gibson (JG), Mrs Charlotte Cameron (CC), Ms Miriam Jacobs (MJ), Mrs L Inglis (LI), Mr Mark Shayler (MS), Mr David Lomas (DL). **Also present:** Michelle Taylor (clerk), Mr David Hollick (Lengthman), County Councillor Mike Fox-Davis, District Councillor Reg Waite.

<b>Matters resolved:</b> <ol style="list-style-type: none"><li>1. All payments were approved.</li><li>2. It was resolved to delegate approval of a final quote for the blower repairs to the Chairman and RFO.</li><li>3. All agreed for the Lengthman to remove both barriers down Chapel Lane and Watts Lane.</li><li>4. All agreed for the work to be carried out on the Cob Walls. Start date: September 2018.</li><li>5. It was agreed to include plant maintenance costs for the clubhouse in the next and future budgets.</li></ol>	
<b>Actions arising from meeting</b>	<b>Target date</b>
1. Cllr Gibson to put an entry in next bulletin to give parishioners the opportunity to respond ref: BMX track (Use it or lose it!)	As soon as possible
2. Cllr Lakeland to put claim in for grant from County Councillor ref sewage blower.	By next meeting
3. Cllr Lakeland to progress the release of S106 funding.	As soon as possible
4. Clerk to chase John Clerk ref Playground inspection and report.	As soon as possible
5. Clerk to email Gmail instructions to all councillors who currently are not using a Gmail account.	By next meeting
6. Cllr Shayler to confirm date for gravel laying in and around the village.	By next meeting
5. Cllr Gibson to forward Clerk information to upload to website.	As soon as possible
6. Cllr Lakeland to reply to Glen Meadows ref Cob Walls	As soon as possible
<b>Urgent Actions to be followed up at next meeting</b>	
1. Follow up on Skatepark quotes for repairs	
2. Clerk to email updated emergency plan to Cllr Gibson.	

- 11/07/18 1. To receive apologies for absence.** Apologies Cllr Mark Blythe, Cllr M Penington and District Councillor Janet Shelley.
- 11/07/18 2. To record declarations of interest.** No declarations were made.
- 11/07/18 3. To approve the minutes of the Parish Council meeting held on 13<sup>th</sup> June 2018.** The minutes were accepted and signed as a true record.
- 11/07/18 4. To receive the County Councillor's report.** County Councillor's report was circulated prior to the meeting. **See Annex A.** It was reported the B4016 closure will commence on the 20<sup>th</sup> August to carry out repairs on the road, and it was confirmed that the County Councillor funding grant could be used for the clubhouse blower repairs.
- 11/07/18 5. To receive the District Councillor's report.** District Councillor's report was circulated prior to meeting. **See Annex B.**
- 11/07/18 6. To receive the Lengthman's report.** Report was circulated prior to meeting. **See Annex C.** It was reported four trees had been stolen from the orchard at TFF. Issues were raised over how much the BMX track is actually being used. **Action:** Cllr Gibson to put an entry in next bulletin to give parishioners the opportunity to respond ref: BMX track (Use it or lose it!)
- 11/07/18 7. Open Forum.** Nothing to discuss.
- 11/07/18 8. Matters arising**

To report back on actions arising at previous meeting. All actions were taken apart from obtaining quote for skatepark repairs-Ongoing. Clerk to email Emergency plan update to Cllr Gibson.

### 11/07/18 9. Village hall redevelopment

9.1 To receive an update on the progress of the refurbishment. It was announced that a final quotation on the refurbishment should be received by the end of July 2018. It was noted that the original planning permission is due to cease at the end of October 2018.

### 11/07/18 10. Recreation Ground

10.1 To receive a progress report on recent developments concerning the future of the clubhouse and report on its operations. It was reported all developments and operations are running well to date.

10.2 To receive an update on the sewage blower repairs and quotations. To agree an amount to be spent on repairs. It was resolved to delegate approval of a final quote for the blower repairs to the Chairman and RFO. **Action:** Cllr Lakeland to put claim in for grant from County Councillor ref sewage blower.

### 11/07/18 11. Planning & Housing

11.1 To receive the planning committee report. July planning report will be combined with August planning report.

11.2 To approve responses to current applications:

### P18/V1573/HH

10 London Road Blewbury Didcot OX11 9NU

Proposed 2 storey extension to rear with integral garage to side. **Parish Council has no objection.**

### P18/V1356/HH

6 Bohams Cottages Westbrook Street Blewbury Didcot OX11 9QF

Removal of existing single storey front entrance porch and side extension and replacement with new single storey entrance porch, two storey side extension, and 1.5 storey rear extension with alterations to roof. **Parish Council has no objection.**

### 11/07/18 12. Finance & Administration

12.1 To receive any update on S106 contributions. It was reported the PC are still awaiting a response. **Action:** Cllr Lakeland to progress the release of S106 funding.

12.2 Accounts and audit for 2017-2018. Proposal and acceptance of annual accounts. The report from the internal auditor was presented to council.

12.3 To approve payments to be made under ancillary powers and within budgeted amounts-All agreed.

PAYEE	Description / Power to spend	Amount
M Taylor	Clerk's salary and expenses	£697.86
E de Ridder	Clerk's Salary	£62.18
D Hollick	Lengthman's salary and expenses	£564.22
NEST	Clerk's pension	£53.60
Biffa Waste Services Ltd	Waste services	£69.53
BT Payment Services Ltd	Clubhouse line rental and Wifi	£28.08
HM Revenue & Customs only	PAYE & NI for Lengthman and clerk	£920.79
IAC Audit & Consultancy Ltd	Internal Audit 2017-2018	£294.00
White Horse Horticulture	Grass cutting contract	£200.00
Kit Davis & Co	Cobb Wall refurbishment	£5,400.00

Oxfordshire County Council	<b>Annual KAP rent</b>	<b>£210.08</b>
Total		<b>£8,500.34</b>

**11/07/18 13. Risk Management.**

- 13.1 05/01/17 To receive an update on TFF Play Space safety inspection. Awaiting report from official inspector. **Action:** Clerk to chase John Clerk ref Playground inspection and report.
- 13.2 11/10/2017 To receive an update on the progress of our Emergency Plan and SSE communities funding for contingency items. Contingency items have been accepted, awaiting reply.
- 13.3 14/03/18 GDPR – to receive an update on GDPR compliance to date. **Action:** Clerk to email Gmail instructions to all councillors who currently are not using a Gmail account.
- 13.4 13/06/18 To approve including plant maintenance costs for the clubhouse in future budgets. It was agreed to include plant maintenance costs for the clubhouse in the next and future budgets.
- 13.5 13/06/18 To receive an update on the timeframe for a TFF BBQ area. Ongoing.
- 13.6 13/06/18 To receive a report on discussions relating to improvements to the Football goal at TFF. It was reported Councillor Shayler is still liaising, and improvements are going ahead.

**11/07/18 14. To receive an update on any issues relating to the Environment.** Concerns were raised with regards to the overgrown vegetation down Watts Lane. It was reported a letter had been sent to the land owner- Awaiting response.

**11/07/18 15. To receive an update on any issues relating to Footways, Footpaths, rights of way and open spaces**

- 15.1 11/04/18 To receive an update on the policy for barriers on footpaths-All agreed for the Lengthman to remove both barriers down Chapel Lane and Watts Lane.
- 15.2 09/05/18 To receive an update on communications relating to a cycle path. Ongoing.
- 15.3 09/05/18 To receive an update on the Cob Wall refurbishment. All agreed for the work to be carried out on the Cob Walls. Start date: September 2018. **Action:** Cllr Lakeland to reply to Glen Meadows of Sustainable Blewbury ref Cob Walls
- 15.4 11/07/18 To confirm a start date for the gravel laying around the village. Ongoing. **Action:** Cllr Shayler to confirm date for gravel laying in and around the village.

**11/07/18 16. To receive an update on the outdoor Gym Equipment.**

- 16.1 14/03/2018 To receive an update on the Gym Equipment at TFF. It was reported the new poles would be installed during August ahead of completion.

**11/07/18 17. To receive an update on any issues relating to roads, road safety and public transport.**

- 17.1 08/11/17 To receive an update on the Oxford Cambridge expressway group. Ongoing.
- 17.2 13/12/17 To receive an update on Salt bins in and around the village. Ongoing.
- 17.3 14/02/18 To receive an update on actions following communications relating to speeding on the B4016 and A417. Ongoing.

**11/07/18 18. Village Hall Management Committee.** *To receive an update from the VHMC.* It was announced an asbestos survey had been carried out on the Village Hall. Awaiting report.

**11/07/18 19. Correspondence**

**19.1. Items requesting a reply & consultations**

19.1.1 Home for Santa's sleigh. PC agreed to explore the possibility of storing the sleigh. Lengthman to see if we have a suitable location and report back to PC members.

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

19.2.1 Oxfordshire highway maintenance factsheet. – Circulated.

**11/07/18 20. Website Correspondence and Uploads on PC section.** **Action:** Cllr Gibson to forward Clerk information to upload to website.

**11/07/18 21. Any other business.** *Exceptionally to deal with business received too late for inclusion in agenda.* Nothing discussed.

**11/07/18 22. To set the date of the next meeting of the PC.** The next Parish Council meeting will be held on the 12<sup>th</sup> Sept in the Vale room.

**Meeting closed 20:58 pm**

**Annex A:**

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

**GENERAL OCC REPORT**

**SHARED SERVICE ARRANGEMENT BETWEEN OCC AND CDC**

As reported previously, OCC and Cherwell District Council (CDC) are considering a proposal for shared service arrangements under a joint chief executive, while retaining separate councillor bodies, budgets and decision-making processes. The exact arrangements for sharing services and joining up functions still need to be worked out in detail and then agreed separately by each council. They will be implemented incrementally. Approval to move to the next stage was given by OCC's Cabinet on Monday 4 June. OCC's Remuneration Committee subsequently agreed to recommend the appointment of Yvonne Rees, the current Chief Executive of CDC, as joint Chief Executive of the County Council and Cherwell District Council. The appointment process now moves on to both Full Councils of OCC (10 July) and CDC (16 July). The final decision therefore remains a decision for Members.

**DELAYED TRANSFERS OF CARE – OXFORDSHIRE FIGURES ARE IMPROVING**

Delayed transfer of care (DToC) cases are now at the lowest level for many years in Oxfordshire. The latest national figures published by the Department of Health showed that the average number of people delayed has fallen from 168 in April 2017 to 117 this April. Since April 2018, the number of delays has fallen further and is currently only 78 – more than halving in just over a year. Effective and sustained joint working by OCC and the NHS across Oxfordshire has seen consistent and on-going reductions in the number of people delayed in hospital. Department of Health figures showed a 44% decrease in the number of social care delays, and a drop in the overall number of days delayed in a hospital. Only 13% of delays were attributable to social care, which is down from 15% in March 2017.

**COUNTY COUNCIL BUDGET OUTTURN HITS THE MARK**

The council's Cabinet received final budget figures for the 2017/18 financial year at its meeting on Tuesday, June 19. OCC managed its net budget with 99.8 per cent accuracy for 2017/18, with an underspend of just £1m (0.2 per cent) on an overall service budget of £422m.

**SITE ALLOCATIONS CONSULTATION ON MINERALS AND WASTE LOCAL PLAN**

The council reached a new milestone in the ongoing planning process to decide where minerals can be extracted and waste management facilities can be located in June with Cabinet asked to approve a site consultation exercise. This will take place in July-September and it will be open to all interested organisations and individuals to respond. All parish councils, environmental and community groups, organisations and individuals who have previously asked to be informed about the plan will be notified when the consultation starts, where the consultation documents can be seen and how to respond. A core

strategy was adopted by the council in September 2017 and it was always planned that work on specific site allocations would follow this.

The report can be viewed here:

[http://mycouncil.oxfordshire.gov.uk/documents/s42394/CA\\_JUN1918R15%20MWLP-SitesPlan\\_Report\\_final.pdf](http://mycouncil.oxfordshire.gov.uk/documents/s42394/CA_JUN1918R15%20MWLP-SitesPlan_Report_final.pdf)

## **HIGHWAYS UPDATE**

The bad winter has taken its toll on road conditions across the county, so OCC welcomed the additional £2.7m the Government has provided for this year; additional gangs have been employed to ensure we utilise the funds during the summer months. Last month 6,236 defects were repaired showing progress is being made on the defects reported during the bad weather.

A fact sheet has been produced giving details about the condition of the county's highways and the actions being taken to maintain them. This will be issued to all councillors and parish clerks during the month of July.

## **OXFORDSHIRE'S NEW DOMESTIC ABUSE SERVICE LAUNCHED**

A new domestic abuse service for Oxfordshire was launched in June. The new service was set up by OCC in partnership with District Councils and the Office of the Police and Crime Commissioner for the Thames Valley. The service is designed to be highly inclusive to address emotional and practical support needs for any victim suffering or fleeing domestic abuse in Oxfordshire. It incorporates a single access point for victims and professionals, community-based Outreach Workers and Independent Domestic Violence Advisors (IDVA) and includes specialist workers to support young people and Black Asian Minority Ethnic and Refugee (BAMER) communities. There is also a program to support victims with complex needs.

Victims fleeing abuse will be able to access refuge in Banbury and in one other location, located in either Didcot or Oxford. In addition, the service launches a new model of refuge, delivered from dispersed locations across Oxfordshire, benefiting those unable to access conventional refuge services including male victims, victims who live in carers and families with older male sons. To report concerns, please use the A2Dominion ODAS helpline (0800 731 0055) or [oxfordshiredomestic@a2dominion.org.uk](mailto:oxfordshiredomestic@a2dominion.org.uk)

## **NHS HEALTH CHECKS**

OCC-funded NHS Health Checks are designed to spot early warnings of stroke, kidney and heart disease, Type 2 diabetes and dementia. They are available to anyone aged between the ages of 40 and 74 who has not already been diagnosed with an existing cardiovascular condition. They are free and applicants will be invited to have one once every five years. GP surgeries will automatically send out invitations, but if one is not received, residents should contact their surgery and make an appointment. The check will take around 20 to 30 minutes. For further information about free NHS Health Checks visit:

[www.oxfordshire.gov.uk/nhshealthcheck](http://www.oxfordshire.gov.uk/nhshealthcheck)

## **FIGHTING BACK AGAINST THE SCAMMERS**

OCC is an enthusiastic backer of Friends Against Scams, a national scheme run by the country's trading standards services, which aims to:

- Highlight the scale of the problem by getting communities and the nation talking about scams.
- Change the perceptions of why people become scam victims.

- Prevent people from becoming or continuing to be a scam victim by providing more adequate support.
- Recruit people to join the fight against scams to make this a scam-free nation

Friends Against Scams works on several levels. It has a website which gives detailed information on the huge variety of scams as well as encouraging visitors to take a more active role. Residents can become a 'friend' by completing an online course or build up to become a SCAMBassador – giving talks to local groups and organisations – after receiving further face-to-face training by OCC's own Trading Standards Service. For further information visit the Friends Against Scams [website](#). Advice is available on 03454 04 05 06

## **Annex B:**

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

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### Apologies:

Cllr Janet Shelley sends her apologies as she is on annual leave. Cllr Reg Waite has been called to participate in Planning Committee meeting but will make every effort to join you on conclusion of that commitment.

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### Planning Enforcement Investigations:

VE1207 12 London Road, Blewbury OX11

Reported: 19 April 2018

Alleged breach: Erection of trellis on top of fence (in excess of 2m) at 12 London Road, Blewbury

Case Officer: Zoe Spring

Site visited: 18 May 2018

6 week target date: 31 May 2018

Case Closed

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: 26 April 2018

6 week target date: 7 May 2018

Still 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

Case closed

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  
Notice served  
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#### Ladycroft Mobile Home Park:

Shaun Berry, Environmental Protection Team Leader at the Vale has taken the responsibility of Lady Croft Mobile Home Park from Ben Coleman who has moved to a different department within the Vale.

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#### Great Western Park's Boundary Park:

Thanks to a generous grant of almost £30,000 from the Vale through the S106 scheme, Didcot Cricket Club (which is actually situated in the Vale at Boundary Park) were able to build a brand new practice facility to aid development of junior players and increase participation levels.

An official opening is to be held on Friday, 20th July at 6.30pm.

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#### Fire-damaged council headquarters to be demolished:

The former headquarters of the Vale of White Horse and South Oxfordshire District Councils are set to be demolished after the building at Benson Lane, Crowmarsh Gifford, was severely damaged in an arson attack in 2015.

A specialist demolition contractor has been appointed and will be on site from Monday, 16 July carrying out preparation works ahead of demolition, which within the next few weeks and is expected to take around four months.

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#### Consideration of new Harwell East Ward within the Parish:

The Vale's Community Governance and Electoral Issues Committee held a meeting on Thursday evening, 21st June. One of the items on the Agenda was the Community Governance Review – Harwell East.

The recommendation was "to agree whether to create the new parish of Harwell East from May 2019". Minutes of this meeting are not available yet but we will forward a copy to you as soon as received but it is understood agreement was reached to defer matters until a later date.

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#### Over £500,000 still available to support rural businesses:

People have until 18 July to apply for this year's Oxfordshire LEADER's remaining £500,000 to help support rural businesses.

So far, the scheme has been very successful in awarding £750,000 to 25 projects in the county to develop rural businesses, improve farm productivity, boost local tourism and provide essential community services.

There is still time to apply with expressions of interest being accepted until 18 July. To find out more, visit [www.oxfordshireleader.org.uk](http://www.oxfordshireleader.org.uk) or contact Oxfordshire LEADER Programme Manager, Sophie Milton, by calling 01235 422245 or [Oxfordshire.leader@southandvale.gov.uk](mailto:Oxfordshire.leader@southandvale.gov.uk)

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GWP Residents Association:

We did not learn until yesterday morning that GWP Residents Association met on Monday evening

I understand one of the topics covered was a statement from Oxfordshire Clinical Commissioning Group about the health centre site and primary care provision in Didcot. A copy has been requested and I will forward details to you on receipt.

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Following major concerns from residents and local businesses regarding three/four month long term Road Closure in Sutton Courtenay a Meeting was called to discuss matters at The Village Hall, Sutton Courtenay on Thursday, 5th July 2018.

Cllr Reg Waite attended as Chairman of Milton Park Liaison Group.

The work is being carried out following granting of a previous application including permission for road works under S278. This is now ahead of the granting of two planning applications – the two warehouses and an upcoming one from CloudHQ for its data centre. At the recommendation of the meeting held last week the following Statement has been issued by Savills as agents for Diageo.

**Harwell Road/Sutton Courtenay Lane Road Closure**

Oxfordshire County Council has agreed that from Wednesday, 11 July, the road will remain open with a four-way traffic lights system until Monday, 30 July. Journey times around Sutton Courtenay therefore allow for queuing traffic. On Monday, 30 July the road will be completely closed to enable major work to take place on the access road into the site of two warehouses and a data centre. Other work will involve preparing ducting so that once the overhead electricity lines and pylons are removed the cables will go underground and moving an existing water main.

The contractors will be working seven days a week, so it is hoped that the road will be re-opened before the original re-opening date of Friday, 16 November.

At all times the footpath alongside the road will remain open so pedestrians and cyclists will have access between Sutton Courtenay and Milton Park.

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JS & RWW 11-07-2018

**Annex C:**



LENGTHMAN'S REPORT  
JUNE 2018

No need to tell you that it has been a very hot end of the month so very little grass growth.

At the beginning of the month I got everything up to scratch before I went off on Holiday to Portugal and Spain, which was very relaxing with fabulous weather, wine and food.

The only issue we have with the play equipment is at the exit to the pipe slide at TFF. This is Tiger Mulch and has completely broken up and needs urgent attention. I have passed photos to Chris and Michelle.

Further installation of the Trim Trail should start the first week in August.

We are going to leave any hedge cutting until Sept/Oct on the advice of John Ogden.

Unfortunately, it would appear that two of the fruit trees in the community orchard have been pulled up and stolen!!!

See you all on Wednesday.

David