

BLEWBURY PARISH COUNCIL

Minutes of the Parish Council meeting held on Wednesday 13th October 2021 at 7.30 pm in the Melland Room of the Clubhouse.

In attendance:- Cllrs D Mathias (DM/Chair), L Inglis (LI/Vice Chair). V Humphries (VH), M Shayler (MS), M Blythe (MB), J Gibson, (JG), M Jacobs (MJ). E Cooper (EC/Clerk), D Hollick (DH/Lengthman), L Robinson (LR), A. Brown (AB), E Holroyd (EH). County Cllr S Povolotsky (SP/via video link), District Cllr S Medley.

The Council held a minute silence in memory of Chris Lakeland, previous chairman of the Council, who died on 1st October.

1. To co-opt a new councillor
Lee Robinson was unanimously co-opted to the council. He duly completed & signed his Declaration of Office & Register of Members' Interests forms.
2. To receive apologies for absence
None
3. To record any declarations of interests relating to this meeting
None
4. To receive the County Councillor's report (issued to Council 4.10.21)
Cllr S Povolotsky joined the meeting via a video link. In addition to the report:-
SP will send through an email update on the cycle path between Blewbury & Upton.
SP reported that the Steventon reservoir was subject to a rapid consultation which closes on 29th October.
SP to send through a Covid update.
5. To receive District Councillor's report (issued to Council 11.10.21)
Cllr S Medley attended on behalf of the DC. In addition to the report:-
Garden waste is about to be reinstated.
SM is waiting to hear from the cabinet member on the 'what actually happens to recycling' issue.
6. To receive the Lengthman's report (see Appendix A below)
In addition to the report:- a quote had been received from Playground Facilities. Caloo had declined to quote. Kompan are due on site 20.10.21. DM/MB to consider others who may quote for the work.
7. To receive a report from the PCSO
None this month.
8. Open Forum
To receive representations from members of the public if present. Maximum 15 minutes (3 minutes per person).
 - 8.1 To hear an update Artwork project from Abigail Brown (VoWHDC Artwork Development Officer) & DM
AB gave a short presentation on community artwork projects, with details of what has been achieved elsewhere. The project must employ a professional artist(s) & the Council should consider what Blewburys' story is in order to help shape the artwork, under the headings of connectivity, nature & hope. The project budget is £9500 from CIL funds, must be installed on Parish Council land & must be completed before 24.5.27.
DM to discuss the composition of the project group when speaking to Councillors - see item 20 below.

9. To approve previous minutes
Minutes of the BPC meetings held on 8th September 2021
Unanimously agreed as a true record.
- 10. To report on Outstanding Actions from previous meetings and any matters arising
Confirm whether actions are cleared, carried forward or cancelled.
Please see actions list at the end of the minutes.**
11. To hear the Planning Committee Report & Ratify/Agree Planning Responses
 - 11.1 To agree the council's response to the following consultations
 - 11.1.1 P21/V2708/HH 25 Bridus Mead, Blewbury
Single-storey extension linking the flank of detached garage to flank of dwelling. Minor alterations to fenestration of rear elevation of dwelling.
Deadline 26.10.21
BPC no objections.
 - 11.2 P21/V1976/HH Amendment no.1, Bohams House, Westbrook St, Blewbury
Amended plan / Deadline
Minor amendment for Conservation only to respond. No BPC response required.
 - 11.2 To ratify any planning responses made during the month: -
 - 11.2.1 P21/V2536/HH & P21/V2538/LB Borlase, South Street, Blewbury
Reroof the north side of the house & erection of a garden structure & greenhouse.
Deadline 29.9.21.
BPC agreement by email of no objections returned 28.9.21.
 - 11.3 To note planning permissions received during the month
 - 11.3.1 P21/V1852/HH Foxhill House, Bessels Way, Blewbury
Bay window extension & dormer roof extension to existing dwelling.
Planning permission 23.9.21
12. To hear an update on Finance & Administration
 - 12.1 To receive any updates on contributions planned expenditure (S106, CIL, CPF, SBRR).
 - 12.1.1 Councillor Priority Funding – cemetery paths
Council's application was rejected by the County Cllr as it did not meet the specifications.
DM to consider other applications & speak to SP.
 - 12.1.2 Any other funding updates
None.
 - 12.2 To hear all other financial & administrative updates
 - 12.2.1 End of month reconciliation sent in advance of the meeting to the Chairman. To be agreed & signed at the meeting.
Duly agreed & signed by the DM & Clerk.
 - 12.2.2 End of Q2 scrutiny sent to MP 1.10.21
MP to complete Q2 scrutiny & report back to the Clerk.
 - 12.2.3 Lloyds Bank account funds as of 30.9.21 were £158,383.03 (inc. £42,952.80 village hall refurb funds).
 - 12.2.4 Lloyds Bank Mandate for changes to signatories

Clerk informed Council that a further complaint had been raised with Lloyds due to the inadequacies of their processes & therefore holding up the changes to signatories. Clerk is now waiting for an updated mandate form (via post. Clerk's note – received 20.10.21)).

12.2.5 Clubhouse finances update

As at 30.9.21: Receipts £2052.50, Payments (all areas) £3502.71

Awaiting confirmation from Capita that business rates will be zero.

Clerk's note:- Confirmation received that the Clubhouse is now zero rated for business rates (from Capita received 19.10.21).

12.2.6 To approve Policy Updates (issued to council 1.10.21)

BPC Standing Orders fully revised & updated based on NALC latest template.

Council unanimously agreed to accept the revised & updated Standing Orders.

12.3 To hear an update on the audit process for 2020/21

External auditor concluded the audit process for BPC on 30.9.21. Minor comments made by auditor & passed to Council 30.9.21. Audit conclusion documents posted on village web site & noticeboard 30.9.21. The cost for the external audit is double that of last year's due to the village hall refurbishment taking the payments & receipts totals during the year to over the threshold of £200,000. Council unanimously agreed that half the cost of the audit should come from refurbishment funds (£400 proposed DM, seconded MB).

12.4 To agree authorisers for this month's payments

Cllrs JG & LI

12.5 To approve payments to be made under the general power of competence and within budgeted amounts: -

PAYEE	Description / Power to spend	Amount
E Cooper / D Hollick	Clerk & Lengthman's salary and expenses for September	£1331.41
NEST DD	Clerk's pension September	£78.67
HMRC	PAYE Clerk & Lengthman September	£109.04
Biffa Waste Services Ltd DD	Waste services October	£119.94
BT DD	Clubhouse line rental September	£37.20
Scottish Power DD	Clubhouse electricity	£138.00
U Grealy	Clubhouse cleaning (2xinv's £90 & £120)	£210.00
Chandlers	Basic helmet	£42.00
Tom Savage Roofing	Clubhouse roof vent replacement (paid to be ratified)	£336.00
Elite Hi-vis	Speed Watch vests (paid to be ratified)	£64.31
PWLB	PW497831 Clubhouse	£4470.00
Moore (oxon sa)	External audit	£960.00
VHEMC	Post office quarterly grant Oct-Dec21	£300.00
Total		£8,196.57

Major Receipts	Description	Amount
V0WH	Precept 2 nd half	£34,125.00
VHEMC	Insurance share (paid 1.10.21)	£2,502.11
Blewbury Tennis Club	Insurance share	65.27
Howard Chadwick	Burial fees	£285.00
Boon	Ashes Burial fees	£210.00
Total		£37,187.38

13. To receive an update from VHEMC & on the Village Hall Refurbishment

13.1 Village Hall update

12.1.1 Administration of village hall & clubhouse bookings – legal aspects (DM)

This process is ongoing. A charity lawyer has been consulted & DM would like to see more protection of trustees.

12.1.2 Recruitment of Administrator update (Clerk)

New Blewbury Community Facilities Administrator start date 25.10.21.

13.2 Village Hall refurbishment update

13.2.1 To hear any updates on remaining refurbishment tasks & completion sign off

JG reported that MD Group had met with members of the VHRC to discuss final snagging.

14. To receive an update on the all things relating to the Clubhouse & recreation ground

14.1 Clubhouse heating (LI)

LI to check when Clubhouse unoccupied to book Oxon Energy.

14.2 Amazon Girls Football Tournament proposals 2022 (MP)

Amazon Football have proposed a football tournament May/June 2022. This will need careful management by the organisers in consultation with the Council as it will involve parking on TFF. Two councillors expressed their concerns regarding parking. MP to discuss the proposals with other affected groups (i.e. tennis, croquet). MS to speak to Savages re use of a field next to TFF for parking. The majority of the council were in favour of the tournament in principle.

14.3 Any other updates

None.

15. To receive an update on all aspects of TFF & car park

15.1 Play areas upgrades update (DH)

Covered above.

15.2 Any other updates

None

16. To receive any update on Risk Management & Compliance

16.1 Cemetery paths update (MS / DH)

MS suggested two other contractors who may quote for the work. MS to investigate.

16.2 Speed watch data update (issued to Council 5.10.21)

Council acknowledged receipt of speed watch data.

17. To receive an update on any issues relating to the Environment

17.1 To receive an update from Sustainable Blewbury (MJ)

MJ confirmed that there would be a 'Stream Team' presentation in November covering tree work around the Cleeve. MP to speak to J Ogden & C Burrow re Cleeve trees. MJ also stated a series of talks are being arranged & details would be in the Bulletin.

MJ continues to investigate the bees issue.

17.2 To hear any other issues relating to the environment

None.

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

18.1 To agree this year's strategy for :-

i. Leaf clearing

Leaf clearing will be led by Sustainable Blewbury

ii. Gravel laying on specific village footpaths

Gravel laying will be considered once leaf clearing is complete. All councillors to report back on footpaths that need new gravel.

18.2 To hear an update on pending tree work & agree an owner for this work (JG/DH/Clerk)

MP agreed to own tree work. To speak to contractor re next stage of tree work. DH/JG raised the need for work on the trees in the cemetery & that these trees were not on the village tree map.

19. To receive an update on any outstanding consultations

19.1 Oxford 2050 – deadline 8.10.21. Council response submitted by LI.

19.2 Arc Spatial Framework (consultation open to all). Deadline 12.10.21

20. To hear an update on the BPC organisational chart (DM)

DM will speak to each individual councillor regarding responsibilities.

21. To set the date/venue of the next meeting of the Council

Next full council meeting Wednesday 10th November at 7.30pm in the Melland Room.

The meeting finished at 9.13pm.

No.	Actions from Oct meeting	When By
1.	LI & conservation new appraisal – confirmed VoWH should carry out this work & had applied for funds	November meet
2.	DM/MB to consider alternative contractors for TFF ply area work.	ASAP
3.	MP to complete Q2 financial scrutiny	ASAP
4.	MS to speak to Savages re use of their field next to TFF for parking.	November meet
5.	MS to investigate alternative contractors for cemetery paths.	ASAP
6.	MP to speak to J Ogden & C Burrows re Cleeve tree work.	November meet
7.	All councillors to report back on gravel requirements for footpaths.	ASAP
No.	Actions from Sept meeting	When By
4.	DH to provide quotes for hedge cutter	Actioned
5.	DH to source play area matting contractors	Actioned
6.	DH to raise rope swing	Actioned
9.	MS to provide a comparative quote for the replacement of cemetery pathways.	C'fwd
10.	Clerk to revise letter to residents re overgrowing vegetation.	Ongoing
12.	SP to provide recommendations report on Clubhouse heating	Actioned
No.	Actions from July meeting	When By

3.	LI to engage contractors to carry out full assess of heating operations at Clubhouse.	Actioned
12.	MB to speak to contact at Beeswax regarding barbed wire fence on Cow Lane footpath (confirm with DH exact site)	C'fwd

Appendix A

Lengthman's Report - September 2021

Relatively quiet month with little rain so the grass has not been growing much.

Footpaths are in quite good condition as are the Recreation Ground, Ticklers Folly Field and the Cemetery.

Only issue with the cemetery is the disposal of garden vegetation. Hopefully this will improve soon.

The KAP play area is looking good with no issues.

TFF Play Area still has the same problems but I have contacted two companies to get quotes for repairs. Hopefully have them before the next meeting.

Hedges are next thing to be done and although there is not going to be a Bonfire Night this year I will have to use TFF to accumulate hedge cuttings and have a daytime fire later on.

All equipment is in good working order.

Buildings all OK as well.

David Hollick.

Appendix B – County Councillors Report

1. Steventon Reservoir - **RAPID** has been extended to 29th October - after many emails from us all to OFWAT about the lack of transparency, mis guided calculations and adactments of data - I will be writing a response (its finished but am waiting to see if more data appears!) and am coordinating a Localities response - we have had no response back from our MP as yet and GARD are pushing and I will be writing to him this week about the importance of the issue and community concern around the current consultation.
2. FMS - please keep logging issues there, I know there has been some problems but seems to be working now!
3. CPE email from Highways sent to Clerks - please do act on - sent a brochure tonight to all Clerks
4. Consultations....as per report - Museums and Libraries - new consultations portal called 'Lets Talk' - keep an eye on the portal - will notify if anything comes into my inbox
5. **Launch of the new Street Tag leaderboard** – the family-friendly game that rewards secondary school pupils, parents and families' physical activities.
6. We have invited all town and parish councils to take part in two workshops about the strategic priorities on Monday 18 October (7pm – 8.30pm) and Thursday 21 October (2pm – 3.30pm).
7. National Adoption Week runs from Monday 18 October to Sunday 24 October. This year's focus is about raising awareness and [all details are available online](#).

8. Have been continuing to work with our local refugee guests and helping the NGO accordingly.
9. Reminder that Covid is still with us and we need to keep the messaging going around Vaccines, Hand Washing, Space, Masks and Ventilation

Appendix B – District Councillors Report



Monday 11th October 2021

Monthly Parish Update

Vale of White Horse District Councillors

Cllr Hayleigh Gascoigne and Cllr Sarah Medley

Hello from Hayleigh & Sarah

Hello! We've had a busy month since our last update, with two Full Council meetings in addition to our usual committees and parish councils, but it has been brilliant to also get out and about in the community a lot more. We can highly recommend [DISH](#), the fantastic new food and drink venue on our doorsteps at the Harwell Campus. With a range of local street food vendors, a bar and regular live music, it's a great place for breakfast, lunch, dinner or drinks and it's a short cycle or bus ride away from the nearby villages.

Back in September, we had a lovely time at the Blewbury Village Hall Refurbishment official opening. Well done and thank you to all involved in this incredible long-term project to refurbish this wonderful community asset. It was an excellent opening event for the while community to enjoy, with a fantastic market - including the now legendary Blewbury Bread Co – and the Blewbury Brass Band doing an excellent job as usual, providing the perfect musical backdrop to a lovely celebration in the sunshine.

Harwell Village Hall also has lovely new bespoke signs outside, designed and made by local artist Julie Grose and funded through the arts contribution from housing developers. Councillor Margaret Crick, Chair of the Vale of White Horse District Council, attended the official unveiling of the signs, alongside Abigail Brown, arts officer at the council, who assisted with the research for the pieces. Well done to the village hall committee and everyone involved in this project.

We are very pleased that the Chilton Neighbourhood Plan has now been adopted by the Vale at the latest Full Council meeting. This is great news for Chilton, well done to all those involved in developing the Neighbourhood Plan, a huge amount of work and effort went into this. Neighbourhood Plans are a really important way that local communities can influence planning applications in their area, as all new planning applications should adhere to the Neighbourhood Plan. Local planning policy developed by local people is always a good thing.

Last weekend we met with our fellow councillor colleagues and friends Cllr Victoria Haval and Cllr David Rouane at the Cornerstone Arts Centre in Didcot. We had a good chat about our shared aims for the Didcot area, and enjoyed the delicious coffee, cake and bagels at the Cornerstone's Nourish Café – well worth a visit. Congratulations to David Rouane on being elected as the new leader of South Oxfordshire District Council. We will use these monthly updates to keep you updated on our activities, general council news and any COVID-19 developments. We also post regularly on our councillor Facebook Page: [Cllrs Hayleigh Gascoigne & Sarah Medley](#) - please do not hesitate to get in touch with any issues or concerns, either via Facebook message or email: hayleigh.gascoigne@whitehorsedc.gov.uk and sarah.medley@whitehorsedc.gov.uk.

COVID-19 Community Support

A reminder to all residents that the councils' Community Support Hub continues to operate for anyone who needs any assistance, either as a result of COVID-19 or just for anyone who needs signposting towards the appropriate support channel. There are multiple ways to get in touch with the Community Support Hub:

- Call: 01235 422 600 Monday to Thursday 8.30-5pm and Fridays 8.30-4.30pm
- Email: communitysupport@southandvale.gov.uk

- Online Form: www.whitehorsedc.gov.uk/communityhub
- Website www.whitehorsedc.gov.uk/covid19

Residents can also contact:

- Citizens Advice – 0808 278 7907
- Vale Community Impact – 01235 765348

Remember that the latest figures are updated on the county council's [interactive dashboard](#) on a daily basis. The national change in rules on self-isolation for fully vaccinated people took effect on 16 August. We encourage residents to get tested regularly and, if they feel unwell, book a PCR test, as Covid-19 is still very much around.

Garden Waste Suspension

[Service update 21st Sept, 21](#)

Dear Garden Waste Customer

Firstly, please accept our sincere apologies for the disruption to your garden waste service this summer.

We are pleased to share the news that we have agreed a temporary arrangement with Biffa that will enable us to begin collecting garden waste again from 27 September.

The well documented national shortage of HGV drivers is still an issue for Biffa, as well as for other council waste collections and many supermarkets, but the temporary arrangement they can provide requires fewer drivers, which means the service can resume sooner.

*The temporary arrangement is that fortnightly collections will change to take place **every four weeks**, but you will be able to leave **twice as much garden waste** out as normal.*

We appreciate this is still not the service you expect from us so we will be extending your subscription this year by three months to make up for the collections that you have missed while the service has been suspended. We will delay the collection of your next Direct Debit payment by three months – if we have recently informed you that your payment is due to be taken imminently but the payment has not yet come out of your account, the payment will be cancelled, and you will be notified of the revised collection date in due course once your subscription has been amended. If somebody else pays for your garden waste collections, please let them know of this change. If you choose not to continue with the garden waste service when your subscription expires, we'll continue to empty your brown bin for three months after your subscription was originally due to end.

While we will be reviewing the situation closely on an ongoing basis, we have set an agreed review date with Biffa at the end of October to see if the normal service can resume and we will let you know the outcome of that review.

Your collection day remains the same as before

If your bins are usually emptied on a Monday, for example, your brown bin will still be emptied on a Monday under a new temporary garden waste timetable with your bins emptied once every four weeks, instead of every two weeks.

*You can see the **temporary timetable** on [this webpage](#), which shows when your four-weekly collection will take place.*

*Remember, when you put your garden waste bin out while **this temporary timetable is in place**, you can leave an extra bin's worth of garden waste out next to your brown bin. The extra garden waste can be put out in cardboard boxes, old compost bags or bin bags (not the very large trade waste bags please).*

We will still collect your food waste weekly, and your recycling and rubbish every two weeks as normal.

We want to thank you for your patience and understanding and apologise once again that the service has fallen short of the standards you have come to expect. We hope you feel that the temporary arrangement is a good way of getting the garden waste service up and running sooner rather than later, while Biffa continues to look for ways to address its driver shortage.

Local News:

Cornerstone and the Beacon now open

Cornerstone in Didcot and the Beacon in Wantage have fully reopened their doors. Hot off the heels from our successful Didcot Garden Party summer programme, Cornerstone is now open Tuesdays to Sundays and has tickets available for a wide variety of performances coming to the arts centre in the next few months – see the [website](#) for more information. The Beacon, which was used as a vital symptom-free testing centre until June,

has been converted back to a vibrant community venue with its coffee shop now open on Mondays to Saturdays - more details are expected to be published on classes, performances and live music at the Beacon soon.

Council News

[White Horse Community Lottery](#)

The first draw took place for the White Horse Community Lottery on Saturday 18 September with many supporters winning a variety of prizes including £25 to 3 extra tickets. One good cause had multiple winners! In addition to this, players of the first five tickets drawn have won £100 to donate to a good cause of their choice.

Since the launch, many good causes have joined the White Horse Community lottery and can now benefit from vital unrestricted funds and players can support the causes they care about the most. It's predicted that over the next year, the lottery will raise just over £28,500 for good causes in the district. Please spread the word to good causes in the area and encourage local voluntary groups and charities to register.

[Great success as children across southern Oxfordshire become Litter Bug Detectives](#)

Vale of White Horse and South Oxfordshire district councils' waste team successfully worked with 20 local parish and town councils to run children's activity trails in the school summer holiday.

[New policy to boost the planting and protection of trees on public land](#)

South Oxfordshire and Vale of White Horse District Councils have launched a new policy which outlines how they will protect, plant and manage trees on the land they own, and how they'll support communities to apply to plant trees on council owned land.

[Joint leaders' statement to mark World Homelessness Day - 10 October](#)

[The Oxfordshire Growth Board is now the Future Oxfordshire Partnership](#)

The Oxfordshire Growth Board has officially renamed as the Future Oxfordshire Partnership. The partnership's new web address is futureoxfordshirepartnership.org and their social media accounts have also been renamed.

[Councils discover Air Quality Superheroes in southern Oxfordshire](#)

The district councils launched the competition for primary school children across southern Oxfordshire earlier this year, challenging the children to create an air quality superhero.

[Celebrating 10 years of enterprise success](#)

It has been a decade since the first enterprise zone was created in Oxfordshire, and during that time the zones have helped scores of businesses to grow, created thousands of jobs and invested millions of pounds across southern Oxfordshire.

[Amazon wishlist for specific donations to help Afghan guests](#)

People in Oxfordshire are being asked to make donations of very specific items to help Afghan people currently being looked after in the county after their recent arrival in the UK following events in their home country.

[Litter picking equipment presented to St Nicolas school in Abingdon](#)

St Nicolas CE Primary School in Abingdon was presented with 30 children's hi-vis jackets and other litter picking equipment by Vale of White Horse District Council as part of a council competition.

A joint statement by the leaders of South Oxfordshire and Vale of White Horse district councils, Cllrs Sue Cooper and Emily Smith to mark World Homelessness Day on 10 October.

Council Meetings

The latest Full Council meeting of the Vale of White Horse district council was held on 6th October. The meeting agenda can be found [here](#) and the video recording of the meeting can be found [here](#). More detail below on the motions passed at this meeting:

[More funding for new community facilities as updated rates for developers agreed](#)

Councillors have agreed revised rates that developers will be required to pay towards community facilities and local infrastructure that are needed as a result of development growth in the Vale of White Horse District.

Vale to reaffirm its climate commitment by joining influential leaders' network

The motion, seconded by Cllr Hayleigh Gascoigne, Vale of White Horse District Council has agreed to start the process to join a national network which gives local government leaders greater influence and resources in tackling the climate emergency - UK:100.

Leader's Statement - 6 October 2021

Cllr Emily Smith, Leader of Vale of White Horse District Council, delivered her Leader's Statement to Council at the meeting on 6 October 2021.

Council calls on the government to reverse Universal Credit uplift cut

Cllr Emily Smith, Leader of Vale of White Horse District Council, is to write to the Chancellor of the Exchequer and the Secretary of State for Work and Pensions to express grave concern about how families in the Vale will be impacted by the government's decision to cut the £20 Universal Credit uplift.

Consultations

Statement of Community Involvement

We are currently working with South Oxfordshire district council to produce a joint Statement of Community Involvement (SCI) to cover both districts. The SCI sets out how we will consult on planning applications and planning policy, including the joint Local Plan - Until midnight on 20 October 2021. Click [here](#) to take part in the consultation.