

## BLETCHINGDON PARISH COUNCIL

Minutes of the Parish Council Meeting held in Bletchington Village Hallon Thursday 26<sup>th</sup> April, 2018 at 7:30pm

**Present:** Cllr A.K.Saunders (Chair), Cllr C.E. Lane, Cllr Mrs M Knight, Cllr D Ledger, Cllr Mrs J Benton & County Cllr C Griffiths (part)

056/18 **Apologies:** Cllr M Taylor, Cllr M Kersh, Dist Cllr T Hallchurch

057/18 **Declarations of Interest:** None

058/18 **Public Participation:** No members of the public present

059/18 **To approve the Minutes of the Parish Council Meeting held on 22<sup>nd</sup> March 2018:**  
The Minutes were approved by PC and signed by Cllr Saunders.

060/18 **Update on progress from the Minutes:**

- a) Removal of hedges – the clerk emailed copy of original letter and photos of locations to DEFRA on 23/4/18 awaiting response. Cllr Saunders had written a separate letter (posted), had no response and phoned to chase and is still awaiting response.
- b) The Clerk emailed both Sue Marchand, CDC and Cllr Benton for information regarding the hedges on Islip Road – they confirmed they are an important habitat for Brown Hairstreak Butterflies. The Clerk & Cllr Saunders will contact Sue Marchand regarding the removed hedges - Cllr Benton added that the removed hedges are in the 2008 Ecological Report.
- c) Cllr Lane confirmed that he is now happy with the drainage works carried out by O.C.C on Springwell Hill/Kirtlington Road.
- d) The Clerk had emailed Sanctuary about the visitor's flat in Annesley Close on 23/4/18 and was awaiting a response.
- e) The Clerk had emailed C.D.C. about Green Square selling off affordable homes on 23/4/18 and was awaiting a response.

061/18 **Reports from District and County Councillors:** County Cllr Griffiths reported that there was extra money for infrastructure and that there was £1 million extra allocated for potholes and a second dragonpatcher had been purchased. She announced that she was up for re-election as District Councillor for Kidlington next week. Cllr Lane informed Cllr Griffiths that work was underway for the zebra crossing and pavement and hopefully the speed-limit changes would come in then, but Cllr Griffiths will contact Highways and ask for an update.

062/18 **County Councillor Fund:** Cllr Griffiths explained that in March it was agreed the money could go to Parishes, in April it was agreed that it was £2500 for 2018/19 and a further £2500 for 2019/20. In May Cllr Griffiths should get information about how it can be applied for. Cllr Griffiths will ask if it can be retrospective and if it can be put into a pot of monies allocated for something specific. Items suggested were Parish Council Noticeboard, Village Name Signs (retrospective), 'No Parking' signs (retrospective), village entrance gates/fences and additional kerbing along the verge on Weston Road.

**063/18 Enforcement Update:**

- a) Land south of Diamond Farm – Cllr Saunders had heard nothing further about whether the appeal by Mr Hedges had been upheld or not. Cllr Saunders to chase an update from CDC
- b) CDC Enforcement Officer had confirmed that the case was out of time, but that it remains an open case, just not sure what to do. As discussed in item 060/18b PC will contact Sue Marchand for advice/support.
- c) Cllr Saunders reported that the retrospective planning application for the workshop at Enslow had been permitted. No longer an enforcement issue.

**064/18 Highways Update – Fix My Street Report:**

The Clerk had written a report based on the outstanding reports on OCC Fix My Street website page and in summary the only outstanding issue, except potholes and streetlights which are not urgent or can't be resolved due to other ongoing works is the kerbs on the fingerpiece. The Clerk will request an update.

**065/18 Finance:**

065a/18 Cllrs were asked to consider invoices for payment itemised on the payment schedule.

Cheque No	Payee and Reason	Budget	Minute Ref	Total Amount	VAT
101527	Town & Country Trees Ltd – works on Village Green	Trees & Open Spaces	009c/18	£1920.00	£320.00
101528	Cherwell DC – emptying dog bins Winter	Dog Bin Expenses	This minute	£240.20	£40.04
101529	D.Ledger – expenses – no parking signs	Trees & Open Spaces	047/18	£299.96	£49.99
101530	R.McNaught - slaray	Clerk's Salary	This minute	£1125.00	N/A
101531	R.McNaught – expenses – OCVA meeting	General Admin	033a/18	£5.00	N/A

Cllr Saunders explained that the Clerk's Salary is being paid again, because it was accidentally paid back into the PC account by the Clerk when using the 'QuickPay' envelopes. Despite the cheque being made out to "R.McNaught" it was paid into the PC account by Barclays because the Clerk apparently wrote down the wrong information on the envelope, when paying the cheque into her own personal account, also with Barclays. It shows on the bank statement as Money In on 28 Mar and Money Out on 3 Apr, cancelling each other out. Barclays discussed the matter with Cllr Saunders as one of the account signatories (NB. The Clerk is not a signatory and cannot discuss account matters, in order to prevent fraud).

The Direct Debit to BT will be going out on 24/4/18 for £30.55.

065b/18 Cllrs were asked to consider the appointment of an auditor to prepare the accounts ready for the external audit for 2017/18. All agreed to appoint Claire Fraser again this year.

**066/18 Planning Applications:**

066a/18 To note Notices of Decisions;

18/00090/F – retrospective – workshop building with mezzanine at Enslow Marina – PERMISSION GRANTED

18/00267/F – erection of 2 bed bungalow to service farm at Stockyard Buildings, Enslow – WITHDRAWN

18/00464/AGN – Notice of Determination for Cattle Shed at Grove Farm, Pinchgate Lane, Bletchingdon -REFUSED

066b/18 To consider all recent Applications received from Cherwell District Council or on the District Council website up to the date of the meeting;

18/00107/TCA – 4 Bletchingdon Park Stables – T1 Scots Pine fell, T2 Cypress fell, T3 Elm fell – this application was discussed and all Cllrs agreed that if T3 was healthy it should probably stay, and were unsure about T2 & T1. Cllrs will look at the trees before making comment.

All at Grove Farm, Pinchgate Lane, Bletchingdon – 18/00490/F - Erection of an agricultural building for the storage of Straw, 18/00492/F – Erection of an agricultural building for cattle housing – this was discussed and although concerns were raised about the scale of the development it was believed that area of land was adequate for this enterprise and that there were no grounds to object.

18/00511/EL – Long Cut Farm, Pinchgate Lane, Bletchingdon – SSE to erect a new line pole with their current overhead line which HEN (Harlaxton Energy Network) have jumper cables from SSE’s new pole to a HEN owned 11KV termination pole which is approximately 10m from the existing overhead – Cllrs suggested this should be underground.

067/18 **General Data Protection Regulation:** Cllr Saunders explained that the Clerk had found Fringford Parish Council’s policy on Data Protection. It was agreed that our priority is to change the wording on the website explaining that people could give their email address to the Parish Council and this would be retained until the PC was advised otherwise, it would be used to inform of upcoming events and meetings within the Parish, and would not be passed on to anyone else. The information would be held on the Clerk’s laptop. The Clerk needs to BCC all group emails to ‘Parishioners’

Cllr Saunders also read email from Paul Clark who maintained the Bletchingdon Conservation Plan website. It was agreed that the PC no longer wish to maintain this website and Cllr Benton will contact Paul Clark to get data from him, then Cllr Ledger and the Clerk will look at incorporating the text only into the village website.

068/18 **Annual Litter Pick:** No date – Clerk to contact Cllr Kersh to arrange

069/18 **Maintenance of Borders at Village Hall:** Cllr Benton has weeded some of the borders and informed PC that a membrane isn’t going to work because the plants and shrubs are now well established. Cllr Benton suggested a heavy mulch to suppress weed growth. Cllr Lane had been looking into the use of crystals with weed killer in. Both Cllr Lane and Cllr Benton to look at resolving this matter together.

070/18 **“No Parking” signs for village Green and Weston Road verges:** Cllr Lane will ask Chad Hendron for a quote to install these.

071/18 **Multi Use Games Area:** The Clerk asked for clarification of responsibility. Cllr Saunders confirmed that the MUGA is the responsibility of the BCF, who had looked

at possible equipment including basketball nets and tennis nets but as yet had not made any decisions.

072/18 **Elections:** Cllr Saunders read the Notice of Uncontested Election.

073/18 **Councillor Vacancy:** Cllr Saunders explained that with Cllr Benton standing down a vacancy had arisen. Councillors suggested at least ten names of parishioners who may be interested. All agreed that Cllr Saunders should approach one of the parishioners in particular to ask if they are interested and report back to next meeting.

074/18 **Additional Item for Discussion:** Cllr Lane raised the matter of the church path, which had been raised by a parishioner at the Annual Parish Meeting – Cllr Lane thought the condition of the footpath was acceptable. Cllr Ledger agreed with Cllr Lane. It was therefore agreed by PC not to contact the landowner to ask them to improve the condition of the surface of this footpath.

075/18 **Reports from Meetings:** Cllr Saunders reported that the Clerk had attended meeting organised by Oxfordshire Community Volunteer Association about rural youth. It was an interesting meeting and a brief discussion was had amongst PC about the possibility of a Youth Café at the Village Hall.

076/18 **Correspondence:**

076a/18 David Russell – email regarding poor condition of footpath 237/4. This footpath is in the Parish of Hampton Poyle. The Clerk will respond accordingly.

076b/18 Claire Fraser – The PC had received a number of emails regarding parking in Valentia Close. After discussion including a number of photographs taken at different times it was agreed to pass the matter on to the police. Cllr Saunders to respond to Ms Fraser.

076c/18 Citizens Advice Bureau – Cllr Saunders read the letter requesting a donation – all Cllrs agreed not to give a donation this time.

076d/18 Rachel Pirie, School PTA – The PTA asked the PC if a banner advertising the school fete could be put on Village Green – Cllrs all agreed that a banner should not be allowed on Village Green. Cllr Saunders to respond, suggesting alternative location.

076e/18 Nick Mould, The Duchy – a letter had been received offering a location for a memorial instead of the original memorial garden proposed for the corner plot at the top of Springwell Hill/Station Road. The proposal was for either a memorial stone on or a memorial lychgate. Cllrs liked the idea of a lychgate as some sort of gate or barrier had already been requested at end of footpath for safety reasons. Cllr Benton added, however, that a location for a memorial stone had already been agreed by a separate committee in the square to the front of the Village Hall. Cllr Saunders to respond to Mr Mould stating the PC is interested in idea, but that the village has already found an alternative site and proposes to install memorial in time for November 2018 (100 years after end of WW1) and would they like to contribute to this.

076f/18 Cllr Saunders explained that an email had been received by the clerk from a visitor to the parish who, when visiting the church had been approached by a parishioner taking photographs of the visiting group, telling them they should not be at the church, and advising them to leave. The parishioner explained she had been ‘tasked’ by the church to take pictures of visitors parking in the Church parking area. Cllr Saunders had asked that the email be passed to the church for them to deal with. Cllr Ledger had done this.

**077/18 Items for information or next Agenda only:**

- Cllr Saunders expressed the PC's thanks to Cllr Julie Benton for all her hard work and valuable contributions to the Parish Council during her time as a Parish Councillor.

**078/18 Date of Next Meeting:** Cllr Saunders confirmed the date of the next meeting as 17<sup>th</sup> May at 7.30pm, stressing that it was earlier in the month due to the need to sign declarations of acceptance of office on time.