

## DRAFT MINUTES

### ENSTONE PARISH COUNCIL

A Meeting of the Council was held at Enstone Parish Hall on  
Thursday 29<sup>th</sup> August 2019 at 7.15 pm

PRESENT: Parish Councillors N. Knott (Chair), P. Shaw, R. Parker, A. Lee, D. Robottom,  
T. Gilbert, P. Johnson, M. Ivings, C. Glendinning, DC Andrew Beaney, CC  
Hilary Hibbert-Biles and six members of the public.

APOLOGIES: None

IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk and Mr. Martin Cummings, Whiteways  
Technical Centre

Cllr. Knott welcomed everyone to the meeting including a resident who was interested in becoming a Parish Councillor.

210. There were no declarations of interest declared.

211. **MINUTES OF THE PREVIOUS MEETING:-**

The minutes of the previous Parish Council meeting held on Thursday 25<sup>th</sup> July, having been previously circulated, were read, approved and signed.

**PLANNING APPLICATION:-**

**Whiteways Technical Centre, Enstone, 19/02232/FUL – Construction of overflow car park.** Mr. Martin Cummings, Facilities Manager, was welcomed to the meeting, to update the Parish Council on its latest planning application. The application is for 76 car park spaces in the lower field which is at the lowest part of the site. Currently, there is a shortage of parking spaces which means that Renault currently operates a shuttle bus service from Heythrop Park to its site. As with previous planning applications, Renault will work closely with Oxfordshire County Council who will give its views regarding the local ecology and ensure that the application is designed in sympathy with the local environment.

*Questions – No questions were raised and the Parish Council had no objection to this planning application.*

Mr. Cummings thanked the Parish Council for its time and invited members to visit the site – the clerk will arrange this.

**CLEVELEY ROAD – PARKING AND TRAFFIC**

Two residents attended the meeting with concerns about the increase in traffic along the Cleveley Road (particularly lorries) following the installation of the chicane at Church Enstone. In addition, the junction of the Cleveley Road/ has become dangerous with several cars parked on the corner, making it difficult to navigate when turning from the A44 onto the Cleveley Road. The query of whether a yellow line could be placed along the bend was raised. Mr. James Wright from Highways had responded to these concerns explaining that a Traffic Regulation Order would be required with regards to introducing double yellow lines the cost of which is £3,120.00 (additional costs would include the cost of lining and signing work). The query of whether several Parish Councils could work together to share this cost was raised and CC Hibbert-Biles confirmed that it is possible to share a Traffic Order. After discussion the following were agreed:-

- a. *The Parish Council will arrange a speedwatch campaign along the Cleveley Road and request that several residents along the Cleveley Road assist with this.*
- b. *CC Hilary Hibbert-Biles will work with Mr. James Wright to arrange a site visit at the junction.*
- c. *The Parish Council asked that residents contact Trading Standards regarding lorries who are over the weight limit with registration numbers.*
- d. *It was agreed that the root cause of the problem was traffic leaving the A44.*

212. **MATTERS ARISING:-**

- **Breach of planning at Enstone Airfield** – Due to a shortage of Enforcement Officers at West Oxfordshire District Council, there will be a delay in receiving this report.
- **The Planks** – Oxfordshire County Council has confirmed that it will be responsible for the funding of the work to repair and replace the planks. Noted.
- **Kerbsets, Coxs Lane**– The works along Coxs Lane has been completed. It had proved difficult as the date of the works had not been passed to the Parish Council and so farm machinery was unable to travel along Coxs Lane that day to Litchfield Farm. The Parish Council, however, thanked Oxfordshire County Council for undertaking this work so quickly.
- **Bunds, Shooting School** – Ongoing
- **Litter/poo bins, A44** – WODC will contact the clerk regarding replacement litter bins and an additional dog poo bin near to the bus stop at Enstone.
- **“Enstone” Signage** – CC Hibbert-Biles will arrange a site visit with Mr. James Wright from OCC regarding new signs entering the village.
- **Contaminated Water, old Quarry Site** – A report is still awaited. Cllr. Johnson confirmed that he had received notification three months ago that water is not contaminated.
- **OALC, Planning Training** – The clerk confirmed that Cllr. Shaw is booked onto the planning training session in November.
- **Chicane, Church Enstone** – The site visit has now been undertaken. Noted.
- **Standing Orders** – Ongoing

213. **PUBLIC DISCUSSION:-**

- **Ensign Magazine** – A resident expressed concern that the parish may not know enough about what the Parish Council does, as the minutes are not printed in the Ensign magazine. It was felt that recently, with complex planning applications taking up the space in the Ensign magazine, other general information was not included. Many residents do not have computers where the minutes are displayed, as well as the two noticeboards. Cllr. Shaw suggested that a questionnaire be incorporated into the Ensign magazine asking what residents would like to see in the magazine, as this had not been done for at least five years. The Council felt that this was a good idea and will be discussed further at the next meeting.
- **The Big Festival – Kingham** – Cllr. Knott reported that during the weekend of the Festival, the traffic along the Lidstone Road was horrendous. Cllr. Knott has contacted the organisers who will arrange a meeting to discuss this.
- **Beaconsfield Farm – Driveway** – Cllr. Knott reported that the archaeology report confirmed that the driveway had been installed over a Roman camp. The planning department has instructed Soho Farmhouse to reinstate the field back to agricultural land.
- **Nuclear Bunker – Enstone** - Cllr. Knott explained that a Nuclear Bunker will be opening up somewhere in Enstone and that a talk has been arranged at Enstone Hall on 15<sup>th</sup> October, the proceeds of which will go to Enstone Pre-School. Further information will be put into the Ensign Magazine. Noted.
- **Crown Cottage, Church Enstone – Welfare Facilities** – Cllr. Ivings explained that the welfare facilities at The Crown Cottage meant that the road was currently blocked and was concerned about how emergency transport would be able to access any emergency. CC Hibbert-Biles will look into this further as it is a highways matter.
- **Noticeboard keys** – Some of the spare keys are not cut correctly – the clerk will contact Mr. Tomlin regarding this.

214. **COUNTY COUNCILLOR’S REPORT**

- ❖ CC Hibbert-Biles reported that the Leader Ian Hudspeth has recently met the Transport Minister.

215. **DISTRICT COUNCILLOR’S REPORT**

- ❖ DC Beaney reported that the enforcement team are looking into several issues previously raised by the Parish Council.

216. **PARISH HALL MATTERS:-**

- ❖ Cllr. Lee had nothing to report since the previous meeting.

## 217. CORRESPONDENCE:-

### West Oxfordshire District Council:-

- *Town & Parish Forum – 10<sup>th</sup> October* – The Parish Council has been invited to this Forum and the clerk will send its apologies.

### Oxfordshire County Council:-

- *Distribution Notice T6786 Tew Road, Enstone* – These works have now been cancelled. Noted.
- *Oxfordshire Revised Draft Statement of Community Involvement – Minerals & Waste Local Plan*. This had been circulated to all members prior to the meeting. Noted.
- *Winter/Salt Bin Request* – It was agreed that no additional salt was required.
- *Deddington Depot Open Day Saturday 5<sup>th</sup> October* – An invitation had been sent inviting the Council to the Depot Open Day – the clerk will send the Council's apologies.

### **Other:-**

- **Parish Councillor Vacancy** – A resident attended the meeting regarding joining the Council. Noted.
- **Traffic Calming** – Speedwatch Campaign Gagingwell – Cllrs. Shaw, Glendinning and Parker undertook a speedwatch campaign between 7.15 am and 9.00 am, using the new equipment. There was awareness amongst the drivers. However, a few drivers were found to be speeding and the details have been sent to the Police Department for analysis. The exercise did confirm that there is a great deal of speeding traffic.
- **Speed & Volume Data A44** – Cllr. Robottom is currently analysing the data.
- **Cleweley Road** – This item was discussed at the beginning of the meeting.
- **OALC July Update** – This had been circulated to all members. Noted.
- **OALC, 17<sup>th</sup> September, Scottish & Southern Electricity Networks** – An invitation had been sent regarding a stakeholder workshop. The clerk would send the Council's apologies.
- **A Better Vision for Oxfordshire** – CPRE (Campaign to Protect Rural England) – A document describing a Better Vision for Oxfordshire had been circulated to all members. Noted.
- **Citizens Advice West Oxfordshire** – AGM – An invitation to attend the AGM on 25<sup>th</sup> September has been received – the clerk will send the Council's apologies.
- **Defibrillator** – Enstone House – The clerk reported that the Ambulance Service had given misinformation regarding the defibrillator and, as a result, the incorrect replacement pads had been ordered. The clerk now has the correct information and will arrange for the pads to be returned and for correct pads to be delivered. It was also noted that the Sports Club has a defibrillator. Only three residents have requested training and a resident has kindly offered to undertake this training.
- **Thames Water** – Burst Pipes – Enstone's Pumping Station – A report has finally been received confirming that the pipes need replacing and this will take place from Spring 2020. Noted.
- **Enstone Pre-School** – Cllr. Knott will update the Council at the next meeting.
- **Enstone Show** – Cllrs. Shaw and Glendinning reported on the show's success, despite the bad weather. The Chair, Kate Farquhar-Thomson, has now stepped down and the clerk will write a thank you for all her hard work over the past eight years, on behalf of the Council.
- **An invitation from Chipping Norton Theatre** – An invitation from the theatre and MP Robert Courts to attend a Councillors' Reception has been received for Thursday 19<sup>th</sup> September. Cllrs. Lee, Robottom, Shaw and Glendinning accepted the invitation and the clerk will respond accordingly.

## 218. **Planning Applications:-**

- **Whiteways Technical Centre, Enstone, 19/02232/FUL** - Construction of overflow car park – *No objection*
- **Church Cottage, Church Enstone, 19/02176/HHD** - Erection of pergola & creation of pond. 19/02177/LBC - Part demolish barn 3, build new pergola over existing wall, build new patio, build pond – *No objection*

- **The Crown Cottage, Church Enstone, 19/02216/FUL** - Change of use of part of rear garden to enlarge beer garden associated with the Crown Inn – *No objection*

Decisions Received:-

- **Land & Barns North West of Radford Farm, Radford, 19/01699/FUL** - Erection of cattle shed - *Approved*
- **West Manor, Church Enstone, 19/01578/HHD & 19/01579/LBC** - Conversion & raising of roof of garage to a kitchen/diner. Addition of a porch canopy to the Victorian extension and some internal alterations. Re-opening of a former door to the west road elevation and inserting a matching new window to the study - *Approved*

219. **Finance:-**

a. *To agree the following accounts for payment:-  
Santander Account (normal parish account):-*

• Mrs Beth Sinclair	£598.62
• NEST Pension Scheme (er)	£17.79
• NEST Pension Scheme (ee)	£23.71
• OALC, training	£54.00
• Cardiac Science	£127.14
• Team Knowhow, PC World	£104.00
• Microsoft Office 365, annual subscription	£59.99
• Cloud backup, annual subscription	£40.00

*Received:-*

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|-----------------------------|-----------|
| • Enstone Sports Club, Rent | £1,000.00 |
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220. **Dates of Next Meetings:-**

- Thursday 26<sup>th</sup> September at 7.15 pm
- Thursday 31<sup>st</sup> October at 7.15 pm

There being no further business the meeting ended at 8.30 pm