

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held at Enstone Parish Hall on
Thursday 27th June 2019 at 7.15 pm

PRESENT: Parish Councillors N. Knott (Chair), P. Johnson, T. Gilbert, M. Ivings, C. Glendinning, CC Hilary Hibbert-Biles and four members of the public
APOLOGIES: Cllrs. D. Robottom, R. Parker, A. Lee and P. Shaw
IN ATTENDANCE: Mrs Beth Sinclair – Parish Clerk

Cllr. Knott welcomed everyone to the meeting.

188. Cllr. Knott declared an interest in Item 10 (Broad Close) – Cllr. P. Johnson, Vice-Chair, will Chair this item.

189. **MINUTES OF THE PREVIOUS MEETINGS:-**

- The minutes of the previous meetings were read, approved and signed as follows – Planning Meeting held on Thursday 23rd May, the Parish Council Meeting held on 23rd May and the first page of the planning meeting (Barnmead) which had an incorrect name on the first edition of the minutes.

190. **MATTERS ARISING:-**

- **Breach of planning at Enstone Airfield** – ongoing.
- **Thames Water** – The report regarding the piles was still awaited. The recent site visit from Thames Water was for routine maintenance only for the water not sewage.
- **The Planks** – Oxfordshire County Council investigating this further with regards to who is responsible for repairing the planks.
- **The Manor, Chapel Lane** – Highways is reviewing the construction traffic in and out of the site.
- **Kerbsets** – A report following the site visit by OCC is awaited.
- **SSE** – Ongoing
- **Bunds** – Mr. Ross Markham reported that the licence for the works is held by Mr. David Einig and that he, Mr Markham, is in discussion with OCC and the environment agency regarding the way forward, since Mr. David Einig went into liquidation. No lorries have been entering or exiting the site.
- **The use of Parish Hall during election days** – OALC confirmed that this was possible although Parish Councillors would be required to use a separate entrance. Noted.

191. **PUBLIC DISCUSSION**

- ❖ *Chicane, Church Enstone* – A resident was concerned regarding the chicane as this has not been shown on any of the plans or mentioned in any of the traffic assessment or highways reports for the planning application, Barnmead. The resident had spoken to several members of the Highways' team who had given differing reasons for this. There was also discrepancy with regards to the distance from the driveway of the barn to the chicane – highways stated it was 21 m but, when measured, it was 12 m. A discussion followed and it was agreed that CC Hilary Hibbert-Biles will raise this when she has a meeting with the Director of Infrastructure at OCC on 15th July. The Chair will also contact Abby Fettes at WODC regarding these discrepancies. CC Hilary Hibbert-Biles will also arrange a site visit of the chicane with Mr. James Wright at OCC.
- ❖ *Rogue Telephone Calls* – Following a recent scam, PCSO Chris Jones has distributed several leaflets entitled "*The Little Book of Big Scams*" which are also available online. Noted.
- ❖ *Litter Bin* – Enstone Shop – It was reported that the litter bin fills regularly and that dog poo bags are also dropped into this bin. It was agreed that the Parish Council would pay for an additional dog poo bin to be placed near to the bus shelter and that the clerk would contact WODC requesting that the current litter bins be replaced.

- ❖ *Poster – Village Shop* – The shop owner has asked whether a poster promoting the shop can be displayed on the side of the bus shelter. Planning permission would be required and it was suggested that the owner of the shop attends the next meeting to discuss this further. The bus shelter is owned by the Parish Council.
- ❖ *Invitation to Drayton Highways Depot Open Day – 20th July* – An invitation had been received to attend an open day. Noted.
- ❖ *Proposed Planning Training for Parishes* – A training date had been arranged for Monday 15th July – The clerk would email all PCs to see who is able to attend.

PLANNING APPLICATION:-

- **Artyard Café, The Drive, Enstone, 19/01503/FUL - Erection of five bedroom bed & breakfast block** - Residents attended the meeting concerned with the risk of flood damage and possible damage to the storm drains that had been installed several years ago. The Parish Council would alert the WODC to this. The Parish Council supports this application but recommends that the site be pushed back into the car park. The possibility of a one way system on the slip road was also discussed.

192. COUNTY COUNCILLOR'S REPORT

- ❖ It is reported that Oxfordshire is the best Council for recycling. A Waste Partnership Scheme has been introduced to improve this.
- ❖ CC Hibbert-Biles is on the Joint Health Scrutiny Committee and new plans for general practices to work together has been discussed i.e. that patients can be treated at another practice should his/her own practice be unavailable.
- ❖ South Oxfordshire's Local Plan has been abolished.

193. DISTRICT COUNCILLOR'S REPORT

No report had been received. Responses from DC Andrew Beaney are awaited regarding the following:-

1. New entrance at site of old quarry
2. Soho Farmhouse – license clay shooting on premises
3. Willowbrook
4. The Mullin Project – what now?
5. Litter Bins

194. PARISH HALL MATTERS:-

- ❖ An email regarding members of the PHMC becoming trustees had been received. Cllr. Andrew Lee was not able to attend the meeting but would contact the solicitor.

195. CORRESPONDENCE:-

West Oxfordshire District Council:-

- *Review of polling districts and places* – Noted
- *East Witney Issues Paper Consultation* – Noted.

Oxfordshire County Council:-

Distribution Notice of Order T6732 Enstone, road through Enstone – It was noted that the road to Lidstone would be closed for a further five days from 8th August.

Other:-

- **Parish Councillor Vacancy** – There had only been one response from the previous notice in the Ensign magazine. It was agreed to advertise this further through the Facebook page, village shop and school, as well as the Ensign magazine once again. The clerk would organise this.
- **Dual Message Equipment** – Cllr. Glendinning had brought along the equipment that had been purchased through a grant from County Cllr. Hilary Hibbert-Biles. Some confusion arose as to whether or not the equipment could be used for recording data of speeding vehicles and this would be investigated further. The original speed gun was no longer allowed to be used (as per Thames Valley Police) and this dual message display would alert

vehicles if they were speeding but clarification was required as to whether data could also be recorded.

- **Speed & Volume Data** – Cllr. Robottom was unable to attend the meeting and will present this data at July's meeting.
- **Traffic Calming – Gagingwell** – Following the District Council's Development Control Committee's decision to approve outline planning permission for the Mullin Project, suggestions for traffic calming at Gagingwell using some of the S106 monies were discussed. It was agreed that CC Hibbert-Biles would contact Mr. James Wright at Oxfordshire County Council for an update on the site visit that he had undertaken in December 2018 which included Gagingwell. The clerk would also contact Gt. Rollright Parish Council with regards to its "20's plenty" signs that had been displayed around the village recently.
- **"Enstone Signage"** – Cllr. Glendinning suggested that improved signage as you enter Enstone is required with bigger print for both ends of the Village along the A44. CC Hilary-Biles will contact Mr. James Wright concerning this.
- **Overgrown vegetation** – Several residents had raised concerns regarding overgrown vegetation overhanging public footpaths. The clerk would put an article into the Ensign magazine regarding this.
- **Police & Crime Bulletin May 2019** – This had been circulated to all members. Noted.
- **OALC May Update** – This had been circulated to all members prior to the meeting. Noted.
- **Came & Company** – The renewal documents have been received. The employers' liability and public/products liability insurance limits were checked (£10,000,000) and agreed that this was sufficient. These amounts were standard for parish and town councils. Noted.
- **On-line Petition to WODC to declare a 'Climate and Environmental Emergency'**. The details had been circulated to all members prior to the meeting. Noted.
- **Community First Oxfordshire** – An invitation to the AGM on 19th July had been received. The clerk would send the Council's apologies. Noted.
- **Standing Orders** – It was agreed that Cllrs. Knott, Glendinning and the clerk would meet to update the Standing Orders, to bring to the next meeting. Noted.

196. **Planning Applications:-**

- **Soho Farmhouse, Great Tew, 19/01142/FUL** - *Formation of overflow car park including new connections to the existing car park and alterations to and reformation of existing landscape bund.* After discussion it was agreed to write to WODC to ask for traffic management strips and to ask for a guarantee that this car park would be enough space for events and they would stop using the overflow field on the great Tew Estate. It seems that they do not have enough space for everyday in the car park as it is at the moment.
- **Broad Close, Little Tew Rd, Church Enstone, 19/01398/HHD** - *Conversion and minor extension to existing garage to create ancillary residential accommodation* – No objection
- **The Knoll, Oxford Road, Enstone, 19/01607/CND** - *Discharge of conditions 4 (external walls); 5 (materials); 7 (surface water drainage) and 8 (window details) with 3 noted of planning permission 18/02948/FUL* – No objection
- **Manor Farm, Chapel Lane, Enstone, 19/01375/S73** - *Revised details of Replacement of Agricultural Machine Store approved as part of Application 17/00724/FUL* – No objection
- **Hayloft Cottage, Chapel Lane, Enstone, 19/01663/HHD** - *Alterations and erection of additional garage and porch* – No objection
- **7 Crossways Court, Enstone, 19/01479/HHD** - *Erection of first floor rear extension* – No objection
- **Radford Farm, Radford, Chipping Norton, 19/01632/S73** - *Non-compliance with Conditions 4 (materials, window, door & rooflight details); 5 (window and door recesses); 8 (bat survey) and 9 (provision of nesting sites) on planning permissions 18/00436/FUL and 18/00437/LBC (retrospective)* – No objection

Decisions Received:-

- **The Driving Centre, Enstone, Airfield Enstone, 18/03319/OUT** - Construction of museum building, show lane building, corporate hospitality building, energy centre/store building, workshop building. Formation of car exercise road. Construction of 28 holiday lodges. Formation of landscaped grounds. Associated site services and external works. *Outline Planning Permission Approved*
- **2 Cleveley Road, Enstone** - Replacement of raised patio – *Approved*
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197. **Finance:-**

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

• Mrs Beth Sinclair	£671.45
• NEST Pension Scheme (er)	£17.79
• NEST Pension Scheme (ee)	£23.71
• Cllr. K. Knott, expenses	£6.99
• SLCC, subscription	£122.00
• Astral Accountancy, internal audit fee	£300.00
• Complete Weed Control	£264.00
• To Parish Hall Account (VAT)	£1,229.91
• WODC, grass cutting	£2,060.35

Received:-

• HMRC, VAT 2018/2019	£5,013.30
• Enstone Parochial Church Council	£250.00

- b) *Internal Audit Report* – The clerk reported that the report from Astral Accountancy had been received and there were no questions arising from the accounts. The clerk was thanked for her hard work with this.
- c) *Transparency Code Information* – The financial and audit information requested under the Transparency Code will be put onto the parish website. Noted.

198. **Dates of Next Meetings:-**

- Thursday 25th July at 7.15 pm
- Thursday 29th August at 7.15 pm

There being no further business the meeting ended at 9.00 pm