

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held at Enstone Parish Hall on
Thursday 31st October 2019 at 7.15 pm

PRESENT: Parish Councillors N. Knott (Chair), P. Shaw, R. Parker, A. Lee, D. Robottom,
T. Gilbert, P. Johnson, C. Glendinning and one member of the public.
APOLOGIES: Cllr. Marilyn Ivings, CC Hilary Hibbert-Biles
IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk, Sally Morris, Treasurer, Pre-School,
Enstone

Cllr. Knott welcomed everyone to the meeting.

232. Cllr. Knott declared and interest in Item 9 (Planning Applications) – Broad Close.

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

The minutes of the previous Parish Council meeting held on Thursday 26th September, having been previously circulated, were read, approved and signed.

234. **MATTERS ARISING:-**

- **Breach of planning at Enstone Airfield** – ongoing
- **Litter/poo bins, A44** – ongoing
- **Bunds, Shooting School** – A reply had been received from OCC to say that it was investigating the cessation of the building of the bunds. Mr. Ross Markham will be attending the Parish Council meeting on 21st November to update the Council
- **Overgrown vegetation** – Highways confirmed that it was dealing with the overgrown vegetation along The Drive
- **Visit to Renault** – this has been postponed until the New Year
- **Defibrillator training** – Ongoing. The clerk explained that the defibrillator and cabinet seemed hot and will investigate this further
- **Standing Orders** – these are now on the website. The clerk was thanked for all her work regarding this
- **Clerk's pack with instructions** – ongoing

“ENSTONE” SIGNAGE – this item was brought forward as Cllr. Glendinning had another meeting to attend:-

- Cllr. Glendinning suggested that the new signage included an emblem to represent Enstone e.g. a lion (as depicted on the Enstone Marvels) with a water symbol, representing the River Glyme be considered. There would be three new signs at a cost of circa £1.5K.
- There was a mixed response to this idea and after discussion, it was agreed that a stand-alone white sign with the words *“Welcome to Enstone Village”* be more prominent. Cllr. Glendinning will contact Highways for quotes concerning this.
- The suggestion of re-visiting the idea of gates/planters at both ends of the A44 as you enter Enstone was discussed. The clerk will contact OCC for quotes. Many residents had contacted the Parish Council regarding speeding vehicles around the parish.
- The latest Speedwatch campaign had been cancelled as a result of the current roadworks (repairing the kerbsets) and as it was half term, there weren't many volunteers available to help.

Cllr. Glendinning was thanked for her work and left the meeting at 7.35 pm

ENSTONE PRE-SCHOOL – Treasurer

The Treasurer, Sally Morris, attended the meeting regarding the finances of Enstone Pre-School and how the parish council could help with this. Set up over fifty years ago, the preschool is an integral part of the community. The current portacabin needs replacing in the future at a cost of circa £50K. The Charity relies on fundraising and donations. After discussion, it was agreed that the Parish Council will enlist of guidance of County Cllr. Hilary Hibbert-Biles and District Cllr. Andrew Beaney on whether any S106 monies might be available to help towards this, now that the planning application

for 29 houses on Land South of Oxford Road has been approved. It was also suggested that the Pre-School Committee puts an article into the Ensign magazine and reaches out to the community with its need for a new building. The Chair thanked Sally for attending the meeting.

235. PUBLIC DISCUSSION:-

- *Firework displays* – Cllr. Knott reported that she had received communication from Soho Farmhouse explaining that there was going to be a fireworks display on 6th November. Cllr. Knott also reported that there was a fireworks display held in Fulwell a few weeks ago caused upset to the locals. It was agreed that the clerk would put into the Ensign an article requesting residents to let neighbours and residents with livestock know when a fireworks display out of season was going to be held, as well as parties with loud music and excess noise.
- *“What can you do in Enstone?”* – Cllr. Knott explained that a local B & B business was keen to produce a leaflet for visitors on what to see and visit around the area. This would include the Hoar Stones – these were not in a very good condition. Cllr. Knott suggested that the Parish Council contacts the History Society to see if it could devise a board/plaque with information about the Hoar Stones which the Parish Council would sponsor. The Parish Council felt this was an excellent idea and the clerk will contact the History Society. Cllr. Knott will also visit the area to see how the area can be improved.
- *Speeding along The Drive* – A resident attended the meeting with concerns regarding speeding vehicles along The Drive. There had also been a verbal dispute with the driver of a vehicle from Heythrop Park and a pupil who had been dropped off by a school bus that had stopped in an incorrect place. It was agreed that the Chair will contact Heythrop Park regarding this. Cllr. Johnson suggested that with residents’ concerns regarding speeding vehicles along The Drive, Cleveley Road and Coxs Lane, that the Parish Council suggests funding 20 mph signs along these roads. The clerk would contact Highways concerning this.
- *Loud Music and Noise from Heythrop Park* – Cllr. Parker reported that there was loud music and noise that could be heard in Gagingwell, probably from Heythrop Park. Cllr. Shaw also heard this and contacted the District Council who suggested that a record was kept over the next few weeks. Should this recur, the Council will contact Mr. Ergatoudis at Heythrop Park.
- *Enstone Relief in Need Charity – Trustees* – Cllr. Parker explained that the current three Trustees are looking to finish in the next few years and would be advertising for new Trustees in the Ensign magazine. It was suggested that the Charity provides further information in the Ensign magazine about how it has helped residents previously.
- *Tew Road Signpost* – Cllr. Gilbert explained that a previous request to change an incorrect mileage on a signpost had not yet been carried out by Highways. The clerk would chase this up.

236. COUNTY COUNCILLOR’S REPORT

- ❖ No report has been received

237. DISTRICT COUNCILLOR’S REPORT

- ❖ No report has been received

238. PARISH HALL MATTERS:-

- ❖ Cllr. Lee reported that security had been reviewed at the hall, at the request of the Insurance Company. As a result, the clerk now has a set of keys for the outside door and Litchfield Room.
- ❖ Cllr. Lee had responded to an enquiry from Ofcom regarding the installation of the ground source heat pumps.

239. CORRESPONDENCE:-

West Oxfordshire District Council:-

- *Voucher Scheme can help unlock ultrafast broadband* - West Oxfordshire residents struggling with slow internet connections in rural areas are being urged to consider a scheme which will

help them upgrade to full fibre broadband. The Government's Rural Gigabit Voucher Scheme offers up to £3,500 for small businesses and £1,500 for homes which currently have a connection speed of below 30 megabits per second (Mb/s). To qualify, applicants must be in an area classified as rural and need to include at least two or more premises. Once this has been established, they should contact a supplier who will advise on providing the connection and offer support through the process. *Noted*

- *Protect yourself from flooding* - West Oxfordshire District Council is calling on residents to find out how to prevent flooding and what to do in the event of a flood. An information pack is available. *Noted*
- *Council backs community-led housing* - Residents looking for affordable local housing are being urged to consider a new initiative being supported by West Oxfordshire District Council. Community-led Housing schemes are set up and run by a local, independent, not-for-profit organisation which has often been specifically created for the purpose of building affordable homes for the community.
- *Views sought on proposed Council Tax support changes* - Changes proposed include:- Introducing a new income banded scheme to take account of different groups from single occupants to couples and families with children; Introducing an 'extended period' of up to eight weeks to support the transition of households whose increased income sees them move into higher banding; Removal of the two child limit to help blended families have more disposable income and introducing an increase to the maximum amount of savings claimants can have, from £6,001 to £10,000. *Noted*
- *Measures proposed to tackle new development issues* - Action is being taken by the Council to tackle noise and pollution from a growing number of building sites in the District. *Noted*
- *Cash boost to community clean-ups* - Town and Parish councils in Burford, Carterton, Charlbury, Chipping Norton, Eynsham, Witney and Woodstock will all benefit from an extra cash injection totalling £19,154 as part of the High Street Community Clean Up scheme. *Noted*
- *Multi-agency operation makes taxi safety checks in West Oxfordshire* - WODC and Thames Valley Police carried out a joint operation in Witney and Chipping Norton to enforce taxi licensing. The multi-agency operation saw local taxis assessed as part of safety checks to further protect passengers across West Oxfordshire and neighbouring districts. In total, 18 vehicles were checked by WODC Licensing teams and Thames Valley Police. All vehicles were found to be correctly insured with up-to-date MOT's. *Noted*

Oxfordshire County Council:-

- *Connecting Oxford* - OCC and Oxford City Council have been working together on bold measures to tackle congestion on routes into and around Oxford, particularly the 'eastern arc' that links north, east and southern Oxford outside the city centre. The continued growth in journey numbers as new jobs are created in and around the city means that decisive action is needed. *Noted*
- *Distribution Section 14 (2) Notice T7068 Chapel Lane, Enstone* – Chapel Lane will be closed from 26th November to 29th November for works to be carried out. This will be put into the Ensign magazine – *Noted*
- *Youth Opportunity Fund* - OCC has launched the Youth Opportunity Fund. The Fund is aimed to increase opportunities for young people. *Noted*
- *Brexit messages for residents* – OCC has produced a guide regarding Brexit – *Noted*
- *County Lines* – Information regarding County Lines and the work involved has been circulated to all members for information. *Noted*

Other:-

- **Parish Councillor Vacancy** – The clerk will continue to advertise in the Ensign Magazine.
- **Traffic Calming:-**
 1. Speed & Volume Data, Enstone – Cllr. Robotom is still analysing the data.
 2. Cleveley Road, Enstone – Another resident has contacted the Parish Council with regard to speeding vehicles along the Cleveley Road. It was agreed to look at implementing 20 mph signs along the Cleveley Road and the clerk will obtain costs for this.
 3. "Enstone Signage" – This had been discussed at the beginning of the meeting.
 4. Traffic Calming – Gagingwell – The budget for the 2019/2020 financial year had included £5K towards traffic calming at Gagingwell. The clerk will obtain costs of installing stand

alone signs capturing the speed of vehicles. The clerk will also re-circulate the report from James Wright following the site visit a few months ago and seek an update.

Cllr. Johnson left the meeting at 8.30 pm

- **The Planks** – The site had become worse with the recent wet weather. The clerk would report this to OCC as a matter of urgency.
- **The Crown Inn, Church Enstone** – The Chair and Mr. James Wright from Highways had undertaken a site visit. The small traffic island cannot be removed but Mr. Wright will investigate the possible removal of the kerbstones. A poster explaining how emergency vehicles need to have access at all times was displayed on a nearby tree. It was agreed that nothing further can be done.
- **Enstone Pre-School** – This item was discussed at the beginning of the meeting.
- **Grass Cutting Contract 2020/2021** – This will be discussed at the Finance Meeting on 11th November.
- **Ensign** – questionnaire – This will be discussed at November's meeting.
- **Environment Agency** – A response had been received with regards to possible water contamination at the old quarry site. The report conveyed that there was no contamination. Noted
- **Loud Music from Kiddington Hall** – Cllr. Parker had received a complaint from a resident regarding loud music until 5.00 am recently. This had continued for three nights due to a wedding. WODC had been contacted and also the police but nothing could be done to stop the music. This was a one-off situation.
- **OALC** – September's update had been circulated to all members.
- **OALC** – VE Day 75th Anniversary May 2020 – the clerk will put an article into the Ensign regarding these celebrations.
- **Came & Co Insurance** – the Company has been re-organised. Noted
- **Community First Oxfordshire** – The Autumn newsletter had been circulated to all members. Noted
- **Parish Transport Representatives Meeting** – the details had been circulated to all members. Noted.
- **PCSO Chris Jones** – After twelve years, PCSO Chris Jones has a new role and has been replaced by PCSO Helen Keen – The Chair will contact PCSO Helen Keen, inviting her to a meeting. The clerk has thanked Chris for all his hard work over the past 12 years.

240. **Planning Applications**:- Cllr. P. Shaw Chaired this item.

- **Broad Close, Little Tew Road, Church Enstone, 19/02551/HHD & 19/02552/LBC** – Alterations to include the erection of a single storey extension; internal & external alterations including erection of a single storey extension. *No objection*
Decisions Received:-
 - **Land South of Oxford Road, Enstone, 19/00991//RES** – Erection of 29 dwellings along with the associated infrastructure – *Approved*
 - **Enstone Flying Club, Enstone, 19/01860/CLE** – Certificate of lawfulness to allow erection of hangar building – *Approved*
 - **Church Cottage, Church Enstone, 19/02176/HHD** – Erection of pergola and creation of pond – *Approved*
 - **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 – *Approved*

241. **Finance**:-

a. *To agree the following accounts for payment:-*

Santander Account (normal parish account):-

- | | |
|-----------------------------------|-----------|
| • Mrs Beth Sinclair | £594.04 |
| • NEST Pension Scheme (er) | £17.79 |
| • NEST Pension Scheme (ee) | £23.71 |
| • WODC, loan | £573.61 |
| • Moore, external audit | £360.00 |
| • Complete Weed Control | £264.00 |
| • Enstone Parish Hall, rent | £40.50 |
| • WODC, grass cutting June & July | £2,060.36 |

b. *Moore, External Auditor*

- The report by the External Auditor has been received and the only query is that the internal auditor has made an error in ticking a box incorrectly. The external report has been put onto the website. The clerk was thanked for all her work with this.

c. *Statement of Affairs to 30.9.2019*

It was agreed that these will be checked and signed at the Finance Meeting on 11th November.

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

- Finance Meeting – Monday 11th November 7.15 pm – Litchfield Room
- Thursday 21st November 7.15 pm – Main Hall
- Thursday 19th December 7.15 pm – Litchfield Room

There being no further business the meeting ended at 8.45 pm