

DRAFT MINUTES

ENSTONE PARISH COUNCIL

A Meeting of the Council was held at Enstone Parish Hall on
Thursday 26th September 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 three members of the public.
APOLOGIES: Cllr. Marilyn Ivings
IN ATTENDANCE: Mrs. Beth Sinclair – Parish Clerk

Cllr. Knott welcomed everyone to the meeting.

221. Cllr. Knott declared an interest in Item 9 (Planning Applications) – Litchfield Farm

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

The minutes of the previous Parish Council meeting held on Thursday 29th August, having been previously circulated, were read, approved and signed.

223. **MATTERS ARISING:-**

- **Breach of planning at Enstone Airfield** – Ongoing
- **The Planks** – Oxfordshire County Council has sent an updated report as follows - all of the timber elements of this structure are now removed and we have cleared an alternative path alongside the line of the remaining stone / concrete pillars. The timber stringers were for the most part completely beyond service and repairs would not have been economic. In short - a like for like replacement would not have been possible and I think we have made the right decision under current pressure of work. We have met a lot of people today and there was no opposition to our proposal to monitor the site for the coming winter in order to assess if a boardwalk is actually needed at all – This report will be put into the Ensign magazine. Noted.
- **Bunds, Shooting School** – The clerk will contact the Planning Department at Oxfordshire County Council for an update on the cessation of the building of the bunds.
- **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 - ongoing
- **Contaminated Water, old Quarry Site** – The clerk will contact the Environment Agency for an updated statement.
- **Noticeboard** – Three sets of keys had been cut and a quote to repair/replace the noticeboard at Church Enstone is awaited. The current noticeboard leaks.
- **Councillors' Reception at Chipping Norton Theatre** – No Parish Councillors were able to attend the reception. Noted.

224. **PUBLIC DISCUSSION:-**

- A resident attended the meeting to raise the matter of overgrown weeds along the kerbstones on The Drive. He advised that he would be cutting back the overgrown hedge on his property which abuts The Drive. Further along The Drive, it was unclear who the owner of the land was, in order for that part of the hedge to be cut back. The clerk will contact the Highways Department at Oxfordshire County Council with regards to these two issues.
- The clerk reported that the District Council is holding another West Oxfordshire Water Day on 22nd October. The clerk will send the Council's apologies.

225. **COUNTY COUNCILLOR'S REPORT**

- ❖ No report has been received

226. **DISTRICT COUNCILLOR'S REPORT**

- ❖ No report has been received

227. **PARISH HALL MATTERS:-**

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

228. CORRESPONDENCE:-

West Oxfordshire District Council:-

- *Oxfordshire Cotswolds Garden Village Area Action Plan (AAP) – Preferred Options Consultation* – This relates to the AAP at land to the north of the A40 near Eynsham which is allocated in the adopted West Oxfordshire Local Plan for a new ‘garden village’ of around 2,200 homes, together with business land and other supporting facilities. Noted
- *Go ahead for deal that means more affordable homes for West Oxfordshire* – Cottesway Housing will be setting up a subsidiary that will allow it to work in partnership with WODC to provide more affordable homes in West Oxfordshire. Noted.
- *Key roles created in battle against climate change* – Two members of WODC have been employed on a two year contract with regards to this. Noted.

Oxfordshire County Council:-

- *Introducing Oxfordshire Environment Board* – This information had been circulated to all members prior to the meeting. Noted.
- *Footway on South West Side of A44, Enstone* – The Parish Council agreed with the plans put forward by Oxfordshire County Council and Cllr. Glendinning was thanked for her work with this. The Parish Council will request that further work on the kerbsets is also undertaken in the future.

Other:-

- **Parish Councillor Vacancy** – There is still a vacancy for a Parish Councillor. The clerk will re-advertise this position in the Ensign magazine.
- **Traffic Calming:-**
 1. Speed & Volume Data, Enstone – Cllr. Robottom is still analysing the data
 2. Cleveley Road, Enstone – A site visit had taken place between Mr. James Wright from the Highways Department at Oxfordshire County Council and County Cllr. Hilary Hibbert-Biles. It has been suggested and agreed that white “Keep Clear” road markings will be placed on the junction of the A44 and Cleveley Road by Oxfordshire County Council. The speed survey is being organised along the Cleveley Road.
 3. “Enstone” Signage – Cllr. Glendinning had met with Mr. James Wright from Oxfordshire County Council on the 25th September with regards to improving the “Enstone” signage around the village. The Parish Council will fund these new signs to include “Please Drive Slowly” on the signs. Mr. Wright will advise of costs before a decision is made.
 4. Recent speed survey at Gagingwell – The results demonstrated that over seventy vehicles were speeding over a two hour period. It was suggested that the Parish Council will contact Renault to see if it could fund a sign saying “Please Drive Slowly” at Gagingwell.
 5. Tew Road - Forty-two vehicles were demonstrated to be speeding along the Tew Road.
- **OALC – August’s Update** – This had been circulated to all members prior to the meeting. The clerk explained that she will be collating an information pack with regards to her role so that, in the event of any emergency, the Parish Council is able to function
- **Ensign Magazine** – Following the last meeting, a further discussion took place regarding the content, relating to Parish Council discussions, which would go into the Ensign Magazine. There is insufficient space for the full minutes which are placed on both noticeboards and on the website. A questionnaire will be compiled to ask residents what they would like to see in the Ensign. This will be discussed at the next meeting.
- **Visit to Renault** – Following the last meeting, Renault has invited Parish Councillors to visit the Renault site and this will be arranged in October. The clerk will organise the visit.
- **Defibrillator & Training** – The new defibrillator pads have now arrived and the clerk will ask the resident, who volunteered to organise the training, whether or not this is possible, as only three residents have requested training.
- **Standing Orders/GDPR Policies** – Cllr. Robottom has produced further policies required under GDPR regulations and these will be put onto the website. The clerk has updated the Standing Orders – these will also be put onto the website.
- **Enstone Pre-School** – This item will be put onto the agenda for October.

- **Overgrown vegetation** – Several residents have contacted the Parish Council with regards to overgrown vegetation around Enstone. The clerk has contacted Oxfordshire County Council which will issue Notice Orders requesting residents undertake the work involved in order to keep pathways and public rights of way clear of vegetation.
- **The Crown Inn, Church Enstone** – A letter had been received from the landlord of The Crown Inn regarding recent difficulties with parking during the renovation works at the Crown Cottage. Parking for residents at the pub, residents and other vehicles has become difficult. After discussion, it was agreed that the clerk will contact The Highways Department at Oxfordshire County Council for advice.
- **Grass Cutting Season 2020/2021** – The clerk will write to companies asking for a quote for the 2020/2021 season.
- **Date for Finance Meeting** – This has been arranged for Monday 11th November 7.15 pm. Noted

229. **Planning Applications:-**

- **None received**

Decisions Received:-

- **Litchfield Farm, Lidstone Road, Enstone, 19/01523/FUL** – Increasing the size of an existing field entrance and hardcore of an existing old barn site. *Approved*
- **Church Cottage, Church Enstone, 19/02040/LBC** – Demolition of Barn 3, relocation of existing green house and various internal and external alterations to refurbish Barn 2, including the replacement of roof and doors. *Approved*
- **Artyard Café, The Drive, Enstone, 19/01503/FUL** – Erection of five bedroom bed & breakfast block. *Approved*

230. **Finance:-**

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

Santander Account (normal parish account):-

- | | |
|----------------------------------|---------|
| • Mrs Beth Sinclair | £636.65 |
| • NEST Pension Scheme (er) | £17.79 |
| • NEST Pension Scheme (ee) | £23.71 |
| • CU Medical, defibrillator pads | £84.03 |

Received:-

- | | |
|---------------------------------------|------------|
| • Cardiac Science, defibrillator pads | £127.14 |
| • WODC, precept | £11,840.00 |
| • WODC, grant | £171.50 |

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 will be put onto the website. The clerk was thanked for all her work with this.

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

- Thursday 31st October at 7.15 pm – Litchfield Room
- Finance Meeting – Monday 11th November 7.15 pm – Litchfield Room
- Thursday 21st November 7.15 pm – Main Hall

There being no further business the meeting ended at 8.45 pm