**Tetsworth Parish Council**  
Chairman and Interim Proper Officer

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To all members of Tetsworth Parish Council

You are summoned to attend the Parish Council meeting, detailed below

**In Tetsworth Memorial Hall**

**at 7.30pm on Monday 9th August 2021**

Members of the Public and Press are welcome to attend.

**AGENDA**

1. **Apologies for Absence**
2. **To Receive Declarations of Interest**

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

1. **To Approve the Minutes of the Council Meeting held on 12th July 2021 for signing**
2. **Matters arising from the Minutes not on the Agenda**
3. **To Discuss Councillor and Parish Clerk Vacancies**

**a. To Approve** the co-option of Mr Sean Whitehead to fill the vacant position on Tetsworth Parish Council.

**b.** **To Discuss** lack of response to current Parish Clerk vacancy advertising.

1. **Public Questions** - NONE
2. **Update of Actions List**

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| **Ref.** | **Item Requiring Action** | **Resp** | **Action/Progress** |
| 23/17 | Enforcement of hedge replacement at 31 Marsh End | PGC | Change of householder renders enforcement moot. The hedge is still growing without restriction. **COMPLETE** |
| 85/19 | New Notice Board | PGC | Order is in Board received. Lower of received installation quotes for £190 + VAT from Wilson Property Maintenance **APPROVED UNANIMOUSLY.** Siting has been agreed with Memorial Hall Chair and installation planned for 10 Aug. **ONGOING** |
| 88/19 | Community Speed Watch | PGC | Covid. **ON** Batches of speed data now being downloaded from VAS and forwarded to TVP. Traffic Officer on-site 27 Jul and will visit again periodically. Use of Community Speed Watch equipment is not now necessary. **COMPLETE** |
| 47/19 | Upgrade to Antivirus software for TPC Laptop, Outlook monitoring & General Laptop tuning. | PGC | Some improvement achieved by PGC, but proposal to investigate purchase of new laptop **AGREED**.Option for purchase of AVG Internet Security package **REJECTED UNANIMOUSLY.** Prices and options obtained for new laptop and phone. For discussion at Agenda Item 13b. |
| 218a/20 | SE19/341 Land North of A40 Adjacent to the Gate House | TPC (SODC) | Final Appeal submissions due 13 July. PINS inspector site visit scheduled for 20 July. **ONGOING** |
| 183g/20 | CIL Funding | TPC | **CIL Costings and Progress**  1) **Village Wicket Gates**. Awaiting views of OCC Highways officer. Funding deadline has been extended. **ONGOING**  2) **Trim trail for Tetsworth Primary School**. CT confirmed with SODC’s infrastructure Implementation Officer that CIL is appropriate for such school projects. Proposal now priced. **ONGOING**  3) **Benches on the Green**. 3 replacement benches on order for delivery early August. Storage arranged at Spencer’s Farm. Installation to be arranged post-delivery. **ONGOING**  4) **Footpath Kissing Gates** on Oxfordshire Way. Awaiting outcome of OCC Byways staff site visit to review all parish footpath issues. **ONGOING**  5) **Memorial Hall Improvements**. Further costed details of individual projects received from TMH Committee. Discussion reported under 346d/21. **See Item 14a ONGOING** |
| 212b/21 | Development to The Swan not covered by a planning application | SM | Letter sent to the Landowner.Resolution of ditch blockage at 305c/21 also to be pursued. Meeting to be arranged. **ONGOING** |
| 263a/21 | New dog waste bin on Judds Lane | PGC | See 355a/21. **COMPLETE** |
| 305a/21 | Illegal access to Common via gates/bridges from properties on boundary | PGC | Letter delivered to residents to ensure they are aware of the issue. **COMPLETE** |
| 305c/21 | Drainage ditch blockage at site of The Swan | SM | Letter sent to the Landowner.Resolution of planning issue at 212b/21 also to be pursued. Meeting to be arranged. **ONGOING** |
| 305f/21 | Investigate ownership of dilapidated bench alongside War Memorial | TPC | TPC ownership established. Village resident investigating repair and maintenance options. **ONGOING** |
| 307b/21 | Reinstatement of white lines on A40 | PGC (OCC) | White centre lines outside 30mph signs reinstated, but none through village. OCC councillors will enquire outcome of ‘no lines’ trial and report back. **ONGOING** |
| 345/21 | Pursue recovery of Traveller Site appeal costs through PHD Chartered Town Planners | PGC | Email sent 28 Jul, no reply as yet. **ONGOING** |
| 346c/21 | Advise TOLC to investigate safeguarding issues of trail camera images | PGC | Email sent 26 July. Funding request dependent on findings. **ONGOING** |
| 349a/21 | Respond to Dodwells Solar farm public consultation | PGC | Submitted 13 July. **COMPLETE** |
| 349b/21 | Request SODC to investigate planning status of new building at OX9 7DA | PGC | Permission was granted under application P20/S2846/HH. **COMPLETE** |
| 349c/21 | Send ‘Nil Return’ to OCC Local List of Info Requirements update | PGC | Submitted 13 Jul. **COMPLETE** |
| 354/21 | Investigate OALC support for website access upgrade and monitor implementation. | CT/PGC | Enquiry to OALC made 25 Jul. No support available- **COMPLETE**  Monitoring of implementation - **ONGOING** |
| 355a/21 | Arrange replacement dog waste collection contract.  Purchase 2 new dog waste bins. | PGC | Contract with Pet Waste Services awaited. Interim collections fortnightly from 15 Jul arranged. **ONGOING**  Bins ordered from Wybone, no delivery date yet - **ONGOING**  Permission to fix to bridleway signs at the entrances to Judds Lane and the Common agreed with OCC by email 27 Jul. **COMPLETE** |
| 355c/21 | Monitor OCC investigation of school extension project progress | PGC (OCC) | Progress report received from school leadership team 28 Jul. **ONGOING.** For discussion at Agenda Item 24a. |
| 356a/21 | Monitor OCC Highways feedback on A40/B4021 Link Road visibility splay | PGC (OCC) |  |
| 356b/21 | Investigate extent of SOHA responsibility for Marsh End footpath maintenance | PGC | SOHA property maintenance team will inspect - no date yet. **ONGOING** |
| 357b/21 | Investigate viability of running village first aid training session | SR |  |
| 357f/21 | Liaise with Swan gardens resident over overgrown footpath issue | CT |  |

**8. County Councillors’ Reports**

**9. District Councillor’s Report**

**10. Parish Councillors’ Reports**

**Finance**

**11. To Receive** **and Approve** the monthly financial reports for July 2021.

**12. To Note/Approve** expenditure and sign cheques/approve electronic payment.

**a.** Wiseserve Invoice 8314 £4.80

**b.** Wybone Ltd WEB-3367 £412.73 (already paid iaw minute 355a/21)

**13. To Discuss and Note or Approve**

**a. Dog Bin Purchase** for the Village Green adjacent to TSSC at a cost of up to £300 + VAT.

**b. Purchase of New Laptop and Phone.**

Laptop John Lewis Acer 513GB £580

Phone Carphone Warehouse Samsung A21S £14.80pm/£40.10 upfront

**14. To Consider Requests for Grants/Donations**

**a. Financial Support for Tetsworth Memorial Hall Improvement Projects**

**Planning**

**15. To Note the following Planning Decisions - None**

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**16. To Consider the following Planning Application**

**a. Application Reference: P20/S4389/FUL (Horseshoe House Stoke Talmage Road Tetsworth OX9 7BU)** Replacement dwelling with associated parking access, detached outbuilding and energy strategy as per amended plans and additional supporting information submitted 26 July 2021.

**17. To Discuss further Planning Issues**

**a. To Note** allegedroad construction behind 39-55 High Street - SODC Enforcement Case

SE21/248 has been opened.

**b. To Consider** responding to the OxCam Arc consultation. (open now, closes 12 Oct).

**c. To Consider** responding to the Oxfordshire 2050 consultation. (open now, closes 1 Oct).

There is a CPRE/ONPA Zoom presentation on Thu 19 Aug at 1900.

**d. To Consider** responding to the Oxfordshire 2050 Infrastructure Strategy consultation. (open now,

closes 20 Aug).

**e. To Consider** responding to the Oxfordshire 2050 Call for Strategic Locations Ideas consultation. (open now, closes 8 Oct)

**f. To Note** SODC updates on the 5-year housing land supply and the return to the pre-Covid

procedure for the determination of minor planning applications.

**18. To Note** anyfurther Planning Considerations received after Agenda publication.

**Play Areas and Safety Equipment**

**19. Play Area/Skatepark/TOLC**

**a. To Receive** routine PATCH inspection report and N**ote** that Fearless Ramps have been asked by

email on 2 Aug 21 to inspect and advise on the areas of delamination on the skate ramp.

**b. To Note** theplans for annual PATCH independent inspection. Contract with Play Inspection Company is for an annual inspection each February.

**Neighbourhood Plan**

**20. a. To Note** completion of Tetsworth NDP project with receipt of hard copies of ‘Made Plan’ and final statements for public viewing in Tetsworth Memorial Hall.

**b. To note** the need to plan a review of the Tetsworth NDP in or before May 2026.

**TPC Website** - NIL

**Village Environment**

**21. a. To Discuss and Approve Winter Preparations Salt Requirement.** (OCC email)

**b. To Consider Remedial Action on Overhanging TPC Tree at The Knap.** (resident's email)

**c. To Note the recent obstruction of Judds Lane by a section of tree trunk.** Reported to OCC.

**d. To Note SODC's suspension of green waste collections for August 2021**. - already publicised on

website and village FB page

**Highways & Byways**

**22. a. To Publicise Road Closure Notice TTRO T9034** for closure of The Mount in September.

**b. To Note Footpaths Warden Vacancy** poster advert from Oxfordshire Ramblers' Footpaths Warden Coordinator - already publicised via TPC website and Facebook.

**Correspondence**

**23. a. Progress Report on Tetsworth Primary School Extension Project.** (email from school leadership team)

**b. Proposal for Chilterns AONB Boundary Change.** (proposal from Great Haseley resident)

**c. Planned Extension of Chilterns AONB.** (SODC Press Release)

**d. The Queen’s Platinum Jubilee Celebrations** (Lord Lieutenant’s email))

**e. Electric Vehicle Test Events** (OCC announcement)

**f. OCC Electric blanket testing** - flyer received via email. Posted on TPC website and village FB page.

**Items for Next Agenda Not Already Mentioned**

**24. To Note** any such items.

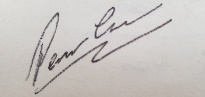
**Date of the Next Meeting.**

**25.** The next meeting will be held on **Monday 13th September 2021 at 1930.**

**To Close the Meeting**

**26. To Note** time of closure.

**Open Forum**



Paul Carr, Chair and Interim Proper Officer