**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 10th January 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 Meetings held on 13 and 21 December 2021 for Signing**
2. **Matters Arising from the Minutes not on the Agenda**
3. **Delegation of Council Powers due to Covid-19 Meeting Restrictions To Approve** that the delegation of authority put in place by Minute 489/21 should remain in force, being activated only as and when in-person meetings of the Council cease to be possible and ceasing at the first in-person meeting thereafter.
4. **Public Questions**
5. **Update of Actions List**

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| **Ref.** | **Item Requiring Action** | **Resp** | **Action/Progress** |
| 378b/21 | Note need for Tetsworth NDP review in May 2026 | TPC | A Review Committee to be set up in Nov 2025, or earlier if legislation changes or shortcomings require. **ONGOING** |
| 218a/20 | SE19/341 Land North of A40 Adjacent to the Gate House | TPC (SODC) | On 28 Oct, PINS advised that enforcement appeal decision would be delayed by a further few weeks due to inspector’s illness. **ONGOING** |
| 212b/21 | Development to The Swan not covered by a planning application | Clerk | Letter sent to the Landowner with follow-up discussions.Continuing uncertainty over planning status of changes made to building attached to Grade II\* listed Swan property. Further investigation required. **ONGOING** |
| 305c/21 | Drainage ditch blockage at site of The Swan | SM | Owner has accepted responsibility. Permission for vehicular access to Village Green obtained. Remedial action will be monitored. **ONGOING** |
| 345/21 | Pursue recovery of Traveller Site appeal costs through PHD Chartered Town Planners | Clerk | Estimated extent of claim established. Further attempts to contact PHD will be made.SODC has confirmed that it did not pursue recovery of its own costs. **ONGOING** |
| 355c/21 | Monitor OCC investigation of school extension project progress | Clerk (OCC) | OCC councillor pressing OCC for action to secure Blackthorn Rise developer’s completion of S106 obligations and transfer of site ownership to OCC. OCC liaising with developer on the surface required for safety on Judds Lane. Once agreed, work should commence. **ONGOING.**  |
| 356b/21 | Investigate extent of SOHA responsibility for Marsh End footpath maintenance | Clerk | SOHA email 18 Nov asserted it has no responsibility. Contradicted by later OCC evidence. Resolution still needed. **ONGOING** |
| 357f/21 | Liaise with Swan gardens resident over overgrown footpath issue | CT | Situation appears to have eased. Review again in Apr 2022. **ONGOING** |
| 367/21 | Investigate feasibility of a village A40 zebra crossing within OCC future highways programme | Clerk (OCC) | Statement of requirement and analysis re-sent to NCW on 17 Dec. OCC feedback received 4 Jan. See Agenda item 22c. **COMPLETE** |
| 377a/21 | Confirm skate ramp delamination inspection arrangements with Fearless Ramps  | Clerk | Fearless Ramps assessment report received 21 Dec. Repair quotation for £1435. See Agenda Item **ONGOING** |
| 425/21 | Investigate increasing PATCH basket swing ground clearance | TPC | Contractor tasked with purchase of modification kit and installation 9 Nov. **ONGOING** |
| 428c/21 | Seek supporting evidence for Horse/Rider Safety Notices from local horse-riding community | Clerk | Email requesting the required information sent to correspondent 12 Oct. Reply awaited. **ONGOING** |
| 448b/21 | Canvass support for possible First Aid training | SR | More than residents 12 registered interest. Possible course dates to be investigated. **ONGOING** |
| 453b/21 | Investigate options for all-weather surface for PATCH | SW | Supplier quotations for 544m2 coverage requested. **ONGOING** |
| 458/21 | Canvass support for village arranging Big Platinum Jubilee Lunch | PGC | No response from local publicity. Possibility of joint leadership with Village Fete to be investigated. **ONGOING** |
| 459f/21 | Investigate possible solar panel/insulation project with TSSC | PGC/SM (TSSC) | Initial informal discussions with TSSC held. Leadership of possible project to be clarified. **ONGOING** |
| 473c/21 | Submit approved Precept request for FY2022/23 to SODC | Clerk | Request for £28,570 submitted to SODC 14 Dec, acknowledged 20 Dec. **COMPLETE** |
| 474c/21 | Investigate candidates for appointment as Internal Auditor | Clerk | Awaiting responses from OALC candidate list. Nearby PCs contacted for possible leads. **ONGOING** |
| 475f/21 | Investigate terms of lease of TSSC clubhouse | Clerk |  |
| 478a/21 | Submit access route objection relating to telecoms mast upgrade proposal | Clerk | Response submitted by email 14 Dec. **COMPLETE** |
| 482a/21 | Draft a Graffiti policy for consideration | Clerk |  |
| 482b/21 | Task Devey Tree Care with removal and replacement of diseased rowan tree | Clerk  | Arrangement confirmed by email 14 Dec. **COMPLETE** |
| 482c/21 | Consider Christmas tree and outdoor decorations purchase with TMH committee by Jul 22 | TPC | For review by Jul 22. **ONGOING** |
| 484j/21 | Consult interested parties on Daphne Joslin memorial tree proposal | Clerk | Proposer advised of ‘agreement in principle’ by email 14 Dec. Acknowledged 21 Dec. **ONGOING** |
| 484l/21 | Suggest organisation of joint Village Fete and Platinum Jubilee event to Fete, TSSC and TMH committees | Clerk |  |

 **8. County Councillors’ Reports**

 **9. District Councillor’s Report**

 **10. Parish Council Report****s**

a. **Recruitment of Parish Clerk To Discuss** current efforts andfuture strategy to fill vacant post.

 **Finance**

**11. To Receive, Note and Approve** the monthly financial report for December 2021.

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

 a. Wiseserve (IT support) INV 10955 £4.80 inc VAT

 b. Pet Waste Solutions (bin emptying) INV 10156 £21.60 inc VAT

 c. Pet Waste Solutions (bin emptying) INV 10236 £21.60 inc VAT

 d. Pet Waste Solutions (bin emptying) INV 10271 £21.60 inc VAT

 e. Wiseserve (Domain renewal) INV 11199 £33.60 inc VAT

**13. To Consider Further Financial Issues**

 a. **Wiseserve Price Increase To Note** increase to £5 per month with effect from January 2022.

**Candidate CIL Project Progress Review**

 **14.** a. **Village Wicket Gates** Awaiting views of OCC Highways officer. Funding deadline has been extended, but progress was required by FY-end.

b. **Trim Trail for Tetsworth Primary School** £5000 earmarked as TPC contribution towards project with caveat on future spending deadline. The **s**chool is believed to be investigating co-funding support from OCC and SODC Councillors’ Priority Funds.

c. **Footpath Kissing Gates on Oxfordshire Way** Responsibility for funding purchase and installation still to be clarified with OCC Countryside Access staff.

d. **Memorial Hall Improvements** £5000 earmarked towards heating installation. TMH Committee confirmed new heating system would be installed ahead of winter season, but start date still awaited.

e. **War Memorial and Jitty Benches** Discussion of possible relocation of the Tetsworth Trust-donated bench currently at the Memorial Hall to the War Memorial in hand. Removal of unsafe War Memorial bench also in hand**.** State of Jitty metal bench has been reviewed.

f. **TSSC Clubhouse Sustainability Improvements** TSSC informally in favour of installation of solar panels on roof. Leadership of potential project dependent on terms of lease of clubhouse building to TSSC. Co-funding grants likely to be necessary.

**Planning**

**15. To Note Planning Decisions**

a. **Application Reference: P20/S3245/FUL Harlesford Farm near Tetsworth Oxfordshire OX9 7BX** The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping (As clarified by information received 26 October 2020, 11 November 2020, 1 February 2021 and 18 November 2021 and amended by drawings received 21 December 2020 and 9 February 2021). **GRANTED**

b. **Application Reference: P21/S4697/LDP 24 Swan Gardens Tetsworth OX9 7BN** Ground floor single storey rear extension and internal refurbishment to the ground floor. **APPROVED**

**16. To Note or Consider Planning Application**

**a. Application Reference: P21/S5014/HH 29 Marsh End Tetsworth OX9 7AU** Removal of existing ground floor rear single storey projection. Two storey extension to the rear and part side elevation. Amendments to existing windows.

**17. To Discuss Further Planning Issues None**

**18. To Note** anyfurther Planning Considerations received after Agenda publication **None**

**Play Areas**

**19 Play Area/Skatepark/TOLC**

a. **To Receive** routine inspection report.

 b. **PATCH All-Weather Surface** **To Consider** viability of full or partial replacement of bark chippings surface with an all-weather product.

 c. **Skateramp Repair** **To Consider** repair quotation provided by Fearless Ramps.

 **d**. **TOLC/Forest School Tenancy Agreement To Consider** tenancy renewal with effect from 1 February 2022.

**Communications**

 **20. None**

**Village Environment**

**21. None**

**Highways, Byways & Transport**

 **22.** a. **OCC 20mph Policy To Consider** application of new policy to Tetsworth.

b. **OCC Local Transport Connectivity Plan To Consider** responding to consultation (closes 16 March).

 c**. Potential High Street Pedestrian Crossing To Discuss** funding options prior to proposal to OCC.

**Correspondence**

**23**. a. **SODC/VoWH Code of Conduct Arrangements** **To Note** publication.

 b. **OALC December 2021 Newsletter.**

**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 **Tuesday 15 February 2022 at 1930.** This is one day later than the previously anticipated date.

**To Close the Meeting**

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

**Open Forum**



Paul Carr, Chair and Interim Proper Officer