

Tetsworth Parish Council

Lin Freeth

Clerk & RFO

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Minutes of the Meeting of Tetsworth Parish Council Held in Tetsworth Memorial Hall at 7.30pm on Monday 9th January 2023

Present:

Chair: Cllr Paul Carr (PGC)

Vice Chair: Cllr Seb Mossop (SM)

Cllr Sanjiv (Kim) Bhagat (KB)

Cllr Sean Whitehead (SW)

Parish Clerk/RFO: Linda Freeth (LF)

In Attendance: OCC Cllr Kate Gregory (KG); SODC Cllr Caroline Newton (CN).

Members of the Public: Four

226. Apologies for Absence: Cllr Susan Rufus (SR); Cllr Christopher Thompson (CT); OCC: Cllr Nigel Champken-Woods (NCW)

227. Declarations of Interest: Members were asked to declare any personal interest and the nature of that interest in any of the items under consideration at the meeting. **NONE.**

228. To Approve the Minutes of the Council Meeting held on 19th December 2022 for Signing **APPROVED UNANIMOUSLY.**

229. Matters Arising from the Minutes not on the Agenda. **NONE.**

230. To confirm Meeting Dates for 2023: With the Local Elections being held on 4th May and the additional Bank Holiday date of 8th May for the Coronation of King Charles III, the Annual Parish Council Meeting will be held on May 15th. Dates for the Annual Meeting of the Parish were considered and suggested as being within the last two weeks of April. Councillors to confirm availability and date to be confirmed at February meeting.

231. Public Questions

232. Update of Actions List

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
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 to 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:KG)	Work expected by the Spring of 2023. KG in discussion with OCC officers to prompt this. S106 & S106 (amended) to be reviewed in respect of mains water, sewerage and electric to edge of site / land adjoining car park. Questions whether the S106 funds held align with inflation or base interest rate so decreasing their purchasing value to be pursued by KG. ONGOING.
356b/21	Investigate extent of SOHA responsibility for Marsh End footpath maintenance	Clerk	Confirmed as scheduled for tender and completion before March 31 2023 ONGOING
453b/21	Investigate options for all-weather surface for PATCH	SW	Supplier quotations for 544m2 coverage in excess of 78k. Quotes/info for partial coverage have been received and discussed — 260m3 EPDM Mulch, Jungle Mulch and Hybrid Grass - (project cost c.£40k) additional information to be presented at Feb meeting. ONGOING
506a/21	Prompt OCC on wicket gate project progression	PGC / Clerk	OCC Highways requested to do site survey and obtain supplier purchase and installation quotations 23 Mar. Several further email prompts sent. Still awaiting a response. ONGOING
592a/21	Seek further advice from OCC Highways on High Street pedestrian crossing options – design / siting solutions.	PGC / Clerk	No reply to several emails to OCC Area Engineer. PGC discussed 20mph limit with Safer Pace for Oxfordshire team and the possibility of funding a crossing through the OCC Vision Zero initiative. ONGOING
191e/22	Consider OCC Vision Zero initiative.		Poster to publicise plan to introduce 20mph in Tetsworth and receive any local comments. ONGOING

78e/22	TSSC Generator	SM/KB Clerk	See Minute ref 240e Grant applications made OCC/SODC. Funds awarded. Project now not thought to be viable. ONGOING
184a/22	Outdoor Gym Bike - Everyone Active Grant acceptance	Clerk	SODC Grant Funds received. Equipment to be delivered / installed. Installation cost is very high so alternative quotes will be sought. ONGOING
184d/22	Clerks regular 6-month appraisal	SM	Scheduled for 12 th January with Cllr S Mossop. ONGOING
185e/22	CIL expenditure	KB / TPC	Partial Patch resurface in accordance with Minute 453b/21 above now preferred. COMPLETE
192b/22	Elm Tree / Willow Tree	Clerk	TPC does not accept liability or ownership of the trees but strictly on H&S grounds will remove the two dead trees. Quotation received £1,800 + cost for TPO permissions. Unanimously Agreed (funds from tree budget + from other sources) Removal awaited. 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. Reminder sent 11 Jan 22; resident will forward the information when available. ON HOLD
448b/21	Canvass support for possible First Aid training	SR	More than 12 residents registered interest. Possible course dates post April 2023 to be investigated. No local face to face training available. Re-visit when practicable. ON HOLD
482c/21	Consider Christmas tree and outdoor decorations purchase with TMH committee by June 23	PC/Clerk/PC	Christmas tree to be positioned on the Village Green near to the benches, so central to the village, with subsoil power supply, concrete base and fencing surround has been agreed for 2023. Quotes to be obtained. ONGOING
75c/22	To purchase OneDrive memory for TPC Laptop	Clerk	Purchase of OneDrive memory UNANIMOUSLY APPROVED but not needed at present. Clerk will place order when needed. ON HOLD
219b/22	Provision of CCTV on The Patch	CT	To be revisited in the future if required. ON HOLD.

233. County Councillors' Report – OCC has a new Chief Executive, Dr Martin Reeves. Bus fares have been capped at £2 (per adult single fare) from Jan-March, paid for by Government scheme and includes Oxford Bus Company & Thames Travel. A motion was carried at Full Council in December condemning the dumping of raw sewage into our waterways. Thames Water released sewage 6 times over the Christmas period. Over 75% of the 60k+ street lights under OCC control are now LED. 450 trees will be planted over the winter period supported by £185k from budget reserves. There have been incidences of failure of some trees already planted and so mention was made of the ongoing care and maintenance. OCC has successfully bid for a £5.2m grant to part fund four new residential children's homes with the matched funding by OCC still to be finalised. A draft strategy by local healthcare leaders across the health & care system in Bucks, Oxon & Berks is currently being consulted upon. Details to be included on website. And, finally, Natural England are overseeing a review process of the boundaries of the Chilterns AONB. **REPORT NOTED.**

234. District Councillor's Report – A revised timetable has been agreed for the creation of the Local Plan to deliver the councils' ambitions for zero-carbon, sustainable development and genuinely affordable homes in the districts up to the year 2041, working on a county-wide plan. Developers in South Oxfordshire will now be required to contribute more to the local community following an update in the CIL charge, which is used to fund projects locally. Parking fees will increase in South Oxfordshire from 1 April 2023 which will see between 20p and 60p added to charges for users parking their vehicle. The additional revenue will be used to help maintain the district's car parks and for ongoing costs for the service. **REPORT NOTED.**

235. Parish Council Reports – NONE.

236. Warm Spaces for Tetworth

- a. **TSSC** – Invoices for the Warm Spaces provision whilst the Old Red Lion is closed are pending and will be covered, as previously agreed, by budget set aside under S137 provision to a maximum of £500. **NOTED.**
- b. **Old Red Lion** – No invoices to cover any costs relating to the Warm Spaces provision have been received to date. **NOTED.**

237. Finance - To Receive, Note and Approve

- a. **Monthly Financial Report** The report for December 2022 was **APPROVED UNANIMOUSLY.**
- b. **Annual CIL Declaration** Submitted as required. **NOTED.**
- c. **Precept 2023/24** – Submitted as required. **NOTED.**
- d. **Election Fees and Charges** – District and Parish Councils Elections Fees, Disbursements and General Clerical Fees for contested and uncontested elections. **Discussed and NOTED.**
- e. **Community First Oxfordshire Membership for the year 2023/24** Annual cost of £55. **APPROVED UNANIMOUSLY.**

238. Approval of Expenditure by signing of cheques, making electronic payments, and raising standing orders and direct debits.

a. **Electronic Payments** were **AGREED UNANIMOUSLY** as below and duly signed:

i.	Shield Maintenance (Dog bins)	INV 6191	£ 25.99 Inc VAT
ii.	L Freeth (Clerk salary December 22)	Employee Contract	£ 918.71
iii.	HMRC PAYE (Clerk December 22)	Employee Contract	£ 70.60
iv.	Community First Oxfordshire	Membership 2023/24	£ 55.00
v.	TSSC (Grant for Village Green)	(approved Nov meeting)	£ 1,500.00

vi.	The Howe Trust (approved Dec meeting)	Donation S137	£ 50.00
vii.	Oxfordshire South & Vale Citizens Advice (app Dec)	Donation S137	£ 100.00

b. Standing Orders:

i.	Wiseserve (IT Support)	INV 16985	£ 6.00 Inc VAT per month
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c. Direct Debit:

i.	O2 (phone service)	05928908	£ 21.44 per month
ii.	Nest Pensions (Clerk pension)	Employee Contract	£ 30.14 TOTAL

239. To Consider / Discuss / Approve Further Financial Matters

- a. **TSSC Generator Project Grants (OCC/SODC)** Grant applications submitted. Awaiting determination. **NOTED.**
- b. **TSSC Parks Table Tennis Project Funding SODC** – The Parish Council were happy to facilitate the application process to enable TSSC to obtain a Grant from SODC for the supply of a Table Tennis Table, and to have responsibility for the insurance and maintenance. The costs quoted for the provision of a concrete base, over £4,000, have not been approved or budgeted for, and will need to be funded from elsewhere. **NOTED.**
- c. **SODC Capital Grant Scheme** – funding for projects that help improve people’s quality of life. **NOTED.**

240. Candidate CIL Project Progress Review

- a. **Village Wicket Gates** Supplier quotations via OCC for purchase and installation awaited.
- b. **Trim Trail for Tetsworth Primary School** £5000 earmarked as TPC contribution towards project with caveat on future spending deadline. The school was believed to be investigating co-funding support from OCC and SODC Councillors’ Priority Funds. Clarification of progress on the project awaited from school. **ONGOING.**
- c. **TSSC Clubhouse / TMH Sustainability Improvements** TPC led solar panel project. This project is not cost effective and will not be progressed. To be removed from Agenda. **AGREED UNANIMOUSLY.**
- d. **War Memorial and Jitty Benches** Installation of the new bench half way along The Jitty is pending as concrete base needs to be enlarged to suit. Awaiting quotation for this. Ongoing. **NOTED.**
- e. **TSSC Generator to Satisfy Inclusion in the TPC Emergency Plan** Consideration for CIL funding.
 - i. Site survey requested from Hampshire Generators and confirmation/amendment of their quote for a Warrior 11kW twin diesel and auto transfer and quote for installation and commissioning at TSSC. **Nothing Received.**
 - ii. Climate Building Services: quote to supply a 22kva Generator for installation and commissioning at TSSC. **On Hold pending TPC decision.**
 - iii. Receive other comparable quotations. Further potential supply companies identified and quotations requested. **None Received.**

Councillors AGREED that, due to the costs involved, the provision of a temporary Hire Unit for ‘Emergency Cover’ to satisfy the Emergency Plan would be more appropriate. Costings and viability of this will be investigated with a proposal put forward at a future meeting. The provision of a permanent Generator will not now be progressed.

Planning

241. Planning Decisions Noted - received after Agenda published: NONE

242. Planning Applications Noted or Considered:

- a. **Application Ref: P22/S4379/HH: Mounthill Farm 19 High Street Tetsworth OX9 7AD** Internal and external alterations, including demolition and erection of single storey extensions, together with conversion of outbuilding to ancillary accommodation to the main house.
Comments UNANIMOUSLY AGREED and to be submitted by the Clerk: *At the meeting of Tetsworth Parish Council on 9th January Councillors agreed that the provision of 3 parking spaces in the plan does not seem adequate or appear sensibly positioned. The Council is concerned that with already very limited parking within the village, that the residents/visitors may park in Judds Lane and/or the High Street (positioned near to the brow of the hill).*
- b. **Application Ref: P22/S2220/FUL: Dodwells Solar Farm Land north of the A40 near Cuddesdon** Underground cable route to connect Dodwells solar farm to Cowley substation (as amplified by additional information received 21 December 2022).
Comments UNANIMOUSLY AGREED and to be submitted by the Clerk: *At the meeting of Tetsworth Parish Council on 9th January Councillors agreed that given the Objection to Application Ref: P21/S3915/FUL TPC also Objects to this application on the same grounds.*
- c. **Application Ref: P21/S3915/FUL: Dodwells Solar Farm Land north of the A40 near Milton Common** Installation and operation of a Solar Farm together with all associated works, equipment and necessary infrastructure (as amended & amplified by information received 8 July 2022 and 21 December 2022).
Comments UNANIMOUSLY AGREED and to be submitted by the Clerk: *At the meeting of Tetsworth Parish Council on 9th January Councillors agreed that following consideration of this last July that the core of the Objection by Tetsworth Parish Council remains valid. Some concerns have been addressed by the developer but TPC is concerned about the number of solar farm applications within Tetsworth and neighbouring Parishes, and feels that an overall strategy, such as that submitted to SODC by TPC on 8th December 2022, should be taken into consideration.*

243. To Discuss Further Planning Issues:

a. Planning Applications determined / awaiting decision:

*** Ref: P22/S3653/HH: 29 Marsh End, Tetsworth** Removal of existing ground floor rear single storey projection. Single storey extension to the rear and part side elevation. Amendments to existing windows. **GRANTED.**

Ref: P22/S4315/DIS: Greenwood Cottage, 30 Silver Street Tetsworth Discharge of condition 3 (schedule of materials) on application reference number P22/S3276/FUL (Erection of single-storey oak framed dwelling).

Ref: P22/S4177/HH: 38 High Street, Tetsworth Single storey rear extension and loft conversion with dormer.

Ref: P22/S2955/DIS Discharge of condition 14 (Construction Traffic Management Plan) on application P20/S3245/FUL. (As amended by information received 18 November 2022). (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping).

Ref: P22/S3825/O: Toll Lodge Farm, London Road, Tetsworth Provision of equestrian fitness and rehabilitation centre, with ancillary buildings, parking and landscaping. SODC does now consider it to be appropriate that this case should be put to the full Planning Committee.

Ref: P21/S3915/FUL & P22/S2220/FUL: Solar Farm developments

- b. **Solar Farm developments** – Following the presentation by TPC to the SODC Full Council Meeting on December 5th no feedback has been received. Further publicity of this matter will be pursued.
- c. **Oxfordshire Neighbourhood Plan Alliance (ONPA) – Levelling-Up & Regeneration Bill 2022-23** – No update received. **NOTED.**
- d. **Toll Lodge Farm, Tetsworth** – Enforcement: It has been confirmed that the SODC Chairman has called for this case to go to the full Planning Committee for consideration. The proposed ‘Case Study of Planning & Enforcement Issues’ correspondence to SODC will be finalised to provide the Chair of the Planning Committee with all details to date in respect of this property ahead of the expected Planning Committee Meeting. **UNANIMOUSLY AGREED** to sign and send.
- e. **Caravan** – Sited on land at Oxfordshire Way/Stoke Talmage Road. Information supplied to SODC and now with Enforcement Team. Further vehicles have been identified on site and enforcement contacted. Awaiting any update. **NOTED.**
- f. **Bund** – Proposed need for a noise reducing bund. This matter will be removed from the Agenda for future meetings until a formal proposal is received. **NOTED**
- g. **Harrington** – a new settlement proposal for South Oxfordshire. This matter will be removed from the Agenda for future meetings until a formal proposal is received. **NOTED**
- h. **Joint Local Plan** – South Oxfordshire and Vale of White Horse District Councils ambitions for zero-carbon, sustainable development and genuinely affordable homes in the districts up to the year 2041. SODC are looking at numbers and potential locations for new houses / developments with a Proposal due in August/September and have now agreed a timetable with Submission in January 2025 and Adoption in September 2025.

244. To Note any further Planning Considerations received after Agenda publication – NONE.

Play Areas

245. PATCH

- a. **Routine Inspection** Gate - the screws will be replaced with bolts on the bracket to try and prevent problems recurring. **NOTED. Play Area & Defibrillator – RECEIVED.**

246. TSSC – Burst Pipe - The insurance claim for damages caused by the burst pipe / water leak is progressing. Surveyor and Loss Adjuster have attended site and a claim form is to be completed. **NOTED.**

247. Communications

- a. **OALC 2023 Training Schedule - To Consider any requests for training:**
 - Councillor Training** – Dates / information for 2023 circulated to all Councillors. **NOTED.**
 - Monthly Chair Meetings** – January 11th, February 7th at 6.30pm; March 1st at 2.30pm **NOTED.**
- b. **OCC – Vision Zero** – to reach the target of ‘Zero’ for fatalities and life changing injury from RTCs by 2050. No update received but hopeful of assistance with pedestrian crossing. **NOTED.**
- c. **SODC – Offer of Waste & Recycling Talks.** **NOTED.**
- d. **SODC Improving Engagement with Town & Parish Councils** – Briefings & Bookable Surgeries. **NOTED.**
- e. **SODC Parish Transport Representatives** – To Note next PTRs meetings – February 21st at 1.30pm (provisional). **NOTED.**
- f. **OALC November 2022 Newsletter - To Note** articles relevant to Tetsworth. National News can be found at: <https://www.oalc.org.uk/national-news> **NOTED.**
- g. **Police & Crime Update December '22** – **NOTED.**
- h. **SODC South News** - Latest News can be found at: <https://www.southoxon.gov.uk/news/> **NOTED.**
- i. **Open Spaces Society (OSS)** - Latest information can be found at: www.oss.org.uk/category/latest-news/ **NOTED.**

- j. **Rural Services Network – December Rural Bulletin NOTED.**
- k. **CPRE Oxfordshire – Latest News can be found at: www.cpre.org.uk NOTED.**

Village Environment

- 248. a. Dog Bins – No problems or issued raised. NOTED.**
- b. **A Safer Pace for Oxfordshire – Tetsworth is eligible for this campaign by OCC and can have a 20mph speed limit applied where properties are situated on either side of the highway. Pedestrian crossing issue raised was that the traffic is too fast at 30mph as the crossing would be too close to the approach. Traffic at 20mph might affect this consideration. TPC is minded to apply for this change and so an information poster will be prepared and included on Facebook, village website and Noticeboard for any comments, objections or concerns that residents / interested parties may have. This matter will be considered and voted upon at the February meeting. NOTED.**
- c. **Access Roadway / track from A40 to Marsh End, TSSC, Spencers Farm & Sewage Disposal Works – Repairs and responsibility. The OCC Countryside Access Officer is currently looking into this matter. NOTED.**
- d. **Deep Cleanse Services (OCC) – Taking place 24-26th January. Specific requirements, as agreed, submitted by TPC Clerk. NOTED.**
- e. **Countryside paths, Public Rights of Way, Bridges - To Note that any issues can be reported via FixMyStreet. NOTED.**
- f. **Public Paths – To Note Public Path Diversion & Definitive Map & Statement Modification – Tetsworth Footpath No.65 and Lewknor Footpath No 1 (part). Information included on Noticeboard and Website. Check link as reported as not working. NOTED.**

Highways, Byways and Transport

- 249. a. OCC Proposal to introduce traffic restrictions in and around Oxford City. Nothing further. NOTED.**

Correspondence

- 250. Items for next agenda not already mentioned. NONE.**

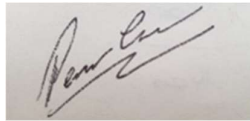
- 251. Date of the Next Meeting. The next regular council meeting will be held at 7.30pm on Monday 13 February 2023.**

252. To Close the Meeting

Meeting Closed at 9.32 pm

LA Freeth

Lin Freeth
Clerk / RFO



Paul Carr
Chair