**Tetsworth Parish Council**

Minutes of the Annual Parish Meeting for Tetsworth Residents held at 7:30pm on Monday 24th April 2019 in Tetsworth Memorial Hall

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| **Present**  Councillors: |  | Karen Harris – Chairman  Hazel Bottone  Susan Rufus  Alan Martin  Marjorie Sanders |
|  |  |  |
| Minutes Clerk: |  | Helen Croxford  Clare Devey |

In Attendance: Cllr Caroline Newton (OCC)

Members of the public: 28

**1. Apologies for Absence**

David Nixey, Helen Johns and Cllr Jeanette Matelot (SODC)

**2. Minutes of the Meeting held on Monday 30th April 2018 to be signed as a correct record.**

Resolved: To accept the minutes as a true record and sign – Unanimous.

**3. Welcome & Annual Report by Parish Council Chairman – Karen Harris.**

This year I would like by way of a change, to take the opportunity to give a brief outline of Parish Council responsibilities and duties, instead of reiterating the PC activities for the past year, as in previous years. All the minutes of the meetings held over the past years can be found on the PC website if you wish for more clarity, or to find out what we have been up to.

When I joined the PC over 15 years ago, I had the advantage of joining councillors who had been on the council for many years and therefore learnt many gems from them. Some of the new council are new to the PC world together with the new Clerk, so I hope this will give them and you all, a small insight.

**Village Green**.

Owned by Adrian Hope of Manor Farm, the PC are the caretakers and are responsible for the Green. TSSC own the grazing rights and are responsible for the management of the green with grass cutting etc.

A separate group of people form the Village Green Management committee to arbitrate if necessary, between the TSSC and the PC should problems arise or there is a conflict of interest.

Permission must be sort from the Land owner if events are carried out on the green that are not deemed normal events.

The Village green does not include the ditches that surround the green except for the section that runs along the Forest School area. The ditch that runs along the easterly side, Swan Antiques centre and Victoria Close is owned by them or the developer of this land. The ditch to the northern boundary by the land owners of the land the other side and the ditch behind the TSSC is church owned, (not Tetsworth, Oxford).

**The TSSC Club House/Pavilion**

Owned by the PC, but not the land it is built on.

Management of the club House/pavilion is the responsibility of the TSSC committee.

PC is responsible for insuring the building (the cost of this is paid by the TSSC) and making sure it has all fixed wire checks, portable appliance checks and that the Fire safety/fighting equipment is maintained. Should the TSSC find themselves unable to continue with this obligation the PC would be responsible for management of the building going forward.

**Tetsworth Common**.

Owned by the PC with grazing rights owned by the Nixey family.

The common is not a wide-open space for everyone to wander over and let their dogs foul. Hay taken from this area which is used to feed animals can become contaminated with dog faeces and cause severe health problems for sheep and cattle. The public right of way is down the centre on the bridleway. Properties in Marsh End on the western boundary have been requested not to bridge the ditch and access the land from their properties as this undermines the use of the land in this area which has no public access.

The hedge line along this area in places has been removed, the PC has requested it is reinstated. The boundary to this area lies on the easterly side of the hedge line.

**Forest School/Outdoor learning Centre**. (TOLC)

This is a small piece of land gifted to the PC in the 1990’s with a covenant on it to be used for a new village hall, but its primary purpose was to enable access into the large field behind. The use of it for a village hall is long gone but the covenant still applies and therefore it has proved difficult over the years to do much with it.

The Parish Council managed to get around the covenant by leasing the land to the TOLC for outdoor learning, by not allowing any fixed structures and keeping the land as natural as possible. A compostable toilet is being installed in the area but under agreement it is to be removed if the TOLC cease operations. PC is responsible for making sure a risk assessment of the area has been carried out and that Insurance is in place.

**Play Area, Skate Ramp and Adult Equipment**.

The newly refurbished play area has now been completed at a cost of approximately £50,000. Large grants were obtained from the Lottery Fund, Capital Grant, Councillors Grant and Cozens Bequest, CIL and with over 7k raised by the Friends of Tetsworth Community.

The PC is responsible for checking all the equipment twice a month for defects and safety issues etc. An independent company carries out checks once a year and reports back to us with a full risk assessment. The ramp is resealed on an annual basis by an external company.

**Allotment**

This is the small area as you go out of the village on the right towards London providing an allotment that is rented annually for £18.00. It does not have access to water, although this has been requested but proved too costly to justify spending.

**Jitty Path**

A cobbled path that runs from the Church area near Knapp Cottage down towards the back of Elm Close and Silver Street, this section known as the Jitty belongs to the PC.

The remaining cobbled path areas are the responsibility of OCC.

These cobbled paths date back over 150 years and all lead to the church. They were laid as a means to get to church without soiling your cloths, primarily the long dresses worn at the time.

**War Memorial**

Currently this area is maintained by a member of the PC and her mother. A small amount of money is available each year from the budget to maintain it. Should more substantial maintenance be required there are many grants available for the purpose.

The large and splendid Beach Tree planted in commemoration of the coronation of George 6th in the 1937, belongs to Oxfordshire County Council Highways, together with the two trees near the village notice boards.

**Other Land**

Various small parcels of land for which a small rent is paid, either for access or parking, include 20 Silver Street, 30 High Street and 24 High Street and a small piece of land known as the Pound, near 24 High Street. No rent is acquired from this piece and would have been used historically for grazing of animals.

There is also a Wayleave from Scottish Energy for an electricity pole.

**Trees**

The PC own 11 trees comprising 3 Willow, 1 Hornbeam and 1 Maple in the north east corner of the green near Swan Gardens, all with TPO’s on them. 1 Chestnuts and 1 Tree of Heaven on the Jitty Path and 3 field Maples and 1 Whitebeam on the front of the village green and also over by the play area.

A sapling on western edge near TSSC planted for the centenary of remembrance for all those who lost their lives in the first world war.

A full tree survey of these trees has just been completed by Think Trees their report will be available soon.

**Tetsworth Memorial Hall**.

We do not own the hall.

A Publics Works Loan of £40,000 was taken out in Jan 2012 by the PC to assist with the huge funding that was required for its refurbishment. The PC also donated £10,000 towards the fund prior to taking out the Loan.

Balance still to pay = £29,354 to May 2032

**Community Infrastructure Levy, known as CI**L

Community Infrastructure Levy monies are paid to SODC from developments that are required to pay the levy. Currently we receive 15% from SODC and when our Neighbourhood Plan is completed, we will receive 25% of the levy.

Affordable, self-build or charitable houses are exempt from CIL.

CIL Regulations state that a town/parish council can spend CIL funds on the following: • The provision, improvement, replacement, operation or maintenance of infrastructure; or • Anything else that is concerned with addressing the demands that development places on an area.

So we could spend the money on Education, (with the proposed new classroom build on the mount hill farm) Recreation, Leisure and Sport, (TSSC project for the green) Play Areas and Outdoor fitness Equipment, Allotments, Youth and Adult support accessibility projects for the disabled. Highways safety slow down signs for the two ends of village and possible the centre on the A40. Pollution monitoring for the M40. New Bus shelter to name just a few.

Since this was introduced the PC have received £3,700 which was put towards the play area to match fund for the refurbishment. This came from the new four-bedroom houses in Judd’s Lane.

A further £12,000 is expected this month, due from the Mount Hill Farm houses with two more payments of £24,000 for 2020 and 2021. The two later figures could increase by 10% if we have a NP in place before they are due for payment.

Therefore, approximately £60,000 (plus a possible further £6,000) can be used to improve our village and for everyone to consider for where and for what and put their views forward.

The village will be consulted to give their views on what to spend the money on.

Each year this must be reported to SODC, there is no time limit as to when this is spent. To put the amount of CIL we will receive in perspective our precept for next year is approx. 19,500.

**Planning.**

Always a most difficult part of being a parish councilor because it is extremely complicated and governed by Material planning considerations and other planning policy. A desire to turn down an application must be supported with sound planning policy reference, not just because it is not wanted.

Tetsworth has not resisted growth since the 2011 census which is being used for the basis of SODC’s Local Plan. Permissions and delivery of new housing has increased our stock by over 50 dwellings including the Mount Hill Farm development approaching growth of approximately 20%.

However, with excellent village support, the proposal for 60 houses in the car boot area was refused on appeal and we have overwhelming support for the upcoming Travelers Appeal on 18th June with our own professional representation.

The emerging Local Plan still classifies us as a smaller village designated only for infill, but in reality, we have exceeded our growth for the current planning period to mid 2030’s

**Various**

We are also responsible for various salt bins, and have salt stored at Spencers Farm should they require filling during the winter. These are topped up every October by OCC Highways.

We own the Dog Bins, Bus Shelter and Benches on the Village Green, by the War Memorial and on the Jitty.

**4. Report from County Councillor Jeanette Matelot.**

Apologies for absence. No report - Provided.

**5. Report from District Councillor Caroline Newton.**

Thank you to the outgoing Parish Council. I’m sure many of us were gratified to see South Oxfordshire ranked in the top six best places to live in the country - and the best in the South East - by the latest Halifax Quality of Life Survey. Gratified, though maybe not surprised: we all know this is a great place to live. But of course, we know that does not happen by accident. It’s a combination of many factors including our geography and environment; committed individuals working and playing together in so many ways to enrich our communities; a vibrant job market; good schools etc.

Of course, our public services also play their part in that. And councilors and officers at South Oxfordshire District Council have continued to work hard over the year to meet the interests of residents - aiming to provide high quality, responsive services as efficiently as possible.

The financial environment remains challenging for the District Council with funding from central government reducing, and with limited scope for us raise our own income. To meet these pressures, Council agreed in February to increase the SODC element of Council Tax by £5 in the current band ‘D’ council tax to £121.24.

Our revenue budget for 2019/20 is £16,643,702, a reduction in around £270,000 from last year.

Planning

Much of the last year has been occupied with the drafting of and public consultation on SODC’s Local Plan, our vision for how South Oxfordshire should develop over the next 15 years and, particularly, where housing, retail and employment land should be located. Our plan, which includes the allocation of land around Oxford, at Chalgrove, Culham and Berinsfield, was submitted to Government on 29 March for independent examination, and we anticipate the publishing of the Inspector’s report later this year.

Vital to the successful growth of this district is the provision of infrastructure - roads, schools, utilities and health services - and the District Council has worked closely with other local authorities, particularly Oxfordshire County Council and Vale of the White Horse District Council, to secure additional funding from central Government to meet this need. In the last year we have been allocated a large share of £218 million from the Housing and Infrastructure Fund (HIF) and of the £215 million Growth Deal for Oxfordshire.

Housing

One of the important elements of the Local Plan is its focus on the need for affordable housing for our residents, and through it we will be requiring all medium and large-scale developments to ensure at least 40% of the dwellings are ‘affordable’. It is the Government which decides the definition of ‘affordable’, and we continue to lobby for a definition which makes homes in this expensive area genuinely accessible.

The joint SODC-Vale of the White Horse Housing Allocations Policy - the process through which the council allocates social housing fairly, objectively and systematically - was updated in February after a long process of consultation and scrutiny. It can be found on the SODC website.

The council will be revising its Homelessness Strategy over the next year.

Waste and Recycling

South Oxfordshire remains one of the best local authorities in the country for recycling, compost and managing our household waste.

Fully 63% of all our waste (by weight) is either recycled or composted, the second highest figure in the UK. Of the remaining waste, almost all is incinerated in the new ‘Energy from Waste’ facility at Ardley near Banbury which generates power for the equivalent of 53,000 homes.

There are a number of factors behind our success, amongst them: the comprehensive, simple recycling program, close monitoring of our contractor, Biffa, and the diligence of our residents.

To help you keep track of your bin collections and what can go in which bin, we have created a smartphone App (BinZone) and a pinwheel which is available from parish councils, council offices and libraries.

This year we started collecting used cooking oil (in plastic bottles 1 litre or smaller); crisp packets (at the council office at SODC); and we also collect fabric/clothes and small electrical items with your household waste.

We continue to urge government to work with manufacturers to reduce the amount of non-recyclable plastics they produce, and to encourage residents to reduce and re-use packaging.

This year’s compost give-away will be taking place at Milton Park overflow carpark on 11 May.

Community Safety

South Oxfordshire experiences low rates of crime, and remains a safe place to live. That’s partly because a range of agencies work very well together here to tackle community safety problems that can’t be resolved by one organisation working alone.

SODC, together with our partner district council, Vale of the White Horse, is responsible for heading up this Community Safety Partnership (CSP) with the aim of cutting crime, reducing the fear of crime and reassuring communities, protecting the most vulnerable members of our community, and supporting victims and witnesses. The CSP includes representatives from Oxfordshire County Council (Adult and Children Social Services), public health services, Oxfordshire Fire and Rescue, Thames Valley Police, Thames Valley Probation Service, and the main housing associations in our area.

This year we have introduced a variety of schemes across the district to increase the sense of public confidence and safety both in relation to the ‘night-time economy’ (Ask for Angela, Nightsafe), and for vulnerable people more generally (Safe Places). More information about all these can be found on the SODC website.

Public Health Funerals

One of the less well-known duties of the District Council is to arrange funerals (‘Bona Vacantia’) for deceased people for whom suitable arrangements have not been made, and who have no identifiable next-of-kin to make them.

Over the last few months the Environmental Health team at SODC, responsible for these burials have been required to arrange an unusually high number: a total of 8 in 2018-19 - double that of the previous year.

SODC Offices - Crowmarsh

Work has begun on the re-development of the SODC premises at Crowmarsh. Demolition of the existing structure - badly damaged by an arson attack in 2015 - took place last summer, and contractors are in the process of designing the new building.

**6. PCSO Graham Davey, Apologies Report provided.**

My duties in Tetsworth so far have been mainly general patrolling including visits to the primary school and popping in to give a talk to the children. I have also visited the local businesses to introduce myself and drop off my contact card.

I have been to visit the antique shop a few times in particular to discuss a couple of incidents. I have also been called to deal with door to door traders in Tetsworth.

 I have also been made aware of a few parking issues and I have been along to a parish council meeting in Tetsworth sometime ago to meet up with members. This is my involvement with Tetsworth to date.

 Please let me know if the Parish Council would like to meet me at some point in the future and also if there are any issues or anything in general that they would like me to look into or help with.

**7. Neighbourhood Plan – John Gilbert**

A thorough detailed report was provided and due to its complexity can be found on the village website.

**8. a) Planning Appeal – Aidan Lynch**

The conjoined appeal is set for 6 consecutive days in June beginning on the 18th and has had good village support. Please make the effort to attend as much as possible. The committee are finalising information for their final submissions. More donations would be gratefully appreciated and please report any unusual activity.

**8. b) Reports from Local Organisations.**

**The Cozen’s Bequest – Alan Martin**

The Cozen’s Bequest was founded in 1923 to provide pensions to poor widows and spinsters of good character professing the Protestant religion (this restriction was removed in 1991) and living in Tetsworth or adjacent parishes known as the Area of Benefit.

These parishes are Tetsworth, Thame, Great Haseley, Stoke Talmage, South Weston, Adwell, Wheatfield, Lewknor and Aston Rowant.

The Charity Commission Scheme, which lays out the conditions of the Charity, require just five Trustees. These are currently: -

Peter Waterson

Martin Paul

Carolyn Carr

Steve Lingard

Alan Martin

The Trustees have made payments this year to provide a waterless toilet in the Forest School and also towards the refurbishment of the children’s playground.

Financial support was also provided to a lady in Lewknor.

It should be noted that a new trustee needs to be appointed from the new Council once they are sworn in.

**Tetsworth Senior Citizens Christmas party – Paul Silver.**

The seniors Christmas Party was held at the Memorial Hall in December. Thank you to everyone that helped us to hold this annual village event.

Howe & Co provided great fish and chips and Tetsworth Primary School entertained us with wonderful festive songs in our wonderful village hall.

The event was kindly supported by donations from the Asda Foundation and the Tetsworth Village Fete Committee.

Thank you to the fete Committee for your support and to everyone that participated in the village fete, benefitting our village organisations.

Special thanks to Jacqui, Lisa, Julia, Roger and Angie (from Asda Wheatley) for all your help. The annual Christmas party continues to be held at The Memorial Hall, with entertainment from Tetsworth Primary school.

So far, for 2019, we are taking part in the Tetsworth Village Fete and hope to run a stall at Thame Carnival in June.

Plans for this year’s party will start later in the year, once we have more of an idea of our budget.

**The Memorial Hall – Caroline Cann.**

Thank you to the outgoing Council for all their help and support in the past. SODC are running a charitable lottery. It is £1 per week and 50p per ticket goes to the hall. To date we have had 25 winners.

We are still looking for a booking’s secretary, anyone interested should get in touch.

Changes to our charitable status are still ongoing due to changes to the constitution but this will eventually be put to a village vote.

We are planning the flower show for August bank holiday. The schedule will be published in the coming months. This year’s prize will be for sweet peas!

Quotes for repairs are in progress. Asda Foundation offer a grant application for up to £30,000.00 so this is being investigated.

**Tetsworth Trust – Hazel Bottone.**

This is being funded by weekly Bingo in Gt. Milton. We have recently made donations to the play area but any individual can apply for a grant. Currently we provide hampers for local pensioners at Christmas but numbers of eligible residents have dropped drastically so if anyone has any suggestions or ideas for an alternative going forward it would be appreciated. Our next AGM is Wednesday 26th April at 7.30pm if any members of the public wish to attend.

**Tetsworth Fete Committee – Sarah Griffey.**

The Fete will be back on Saturday 22nd June from 1.00pm, on the village green, offering its usual bill of happy, community-focused fun.

We’re delighted that the TSSC is once offering its stewardship of the tug o’war and that there will be a number of other funny, silly games for everyone to enjoy on the day. The family dog show, the Village Hall’s amazing tombola stand, St Giles Pop-up Café and a really great mix of stalls, a gin palace, small funfair rides and side shows will all be present on the 22nd. And we’ve arranged for our own Tetsworth DJ to spin those discs on Fete Day.

The Children’s Drawing and Painting Competition will open after the Easter holiday. It is being managed by Tetsworth Primary School TA, Cre Green. The themes for the competition are “Pirates and Aliens” or “My favourite Animal”. Entries are being collected by the School. Prize giving will take place on Fete Day.

The purpose of the Fete is to raise funds for our local groups and charities. This year we’ve set ourselves the ambitious target of £3,000 for equal distribution between St Giles’ Parish Church, Tetsworth Memorial Hall, Tetsworth Primary School and the Senior Citizens’ Christmas party. If everyone in the village came along on Fete day, it would be terrific. For those of you who can’t be there, why not come along to our third and final fundraiser, Rock and Roll Bingo, which will be popping up on Friday 10th May at the TSSC at 8.00pm?

There are a great many people and local institutions that help the Fete Committee to raise funds over the course of the year: in particular, we would like to thank the TSSC and the Village Hall for their enduring support and friendship in all that we endeavour to do. A big thank-you to White Lion Estates for their continued help and sponsorship of the fete. Thanks also to Adrian Hope for his on-going support and interest in the Fete.

If anyone would like to get involved before or on Fete Day, we would be delighted to hear from you. Gifts for the Raffle are most welcome as are people who can put up tents, mark out pitches, organise and steward children’s games, direct people to the car park, bake cakes, sell raffle tickets or even run a stall.

As this year’s chair of the village fete, I would like to extend my thanks for the support and enthusiasm from all the members of the Fete Committee who do a great job working behind the scenes throughout the year to make sure the fete offers “All the fun you can imagine”

**TSSC – Claire Alan**

1. The Tractor took a turn for the worse and had to be sold along with the Gang Mower. We purchased a Green Keepers Mower which is much easier to use with many improved Health and Safety Features. This all came at a price which we managed to arrange a 3 month instalment agreement with the supplier. This is now paid for.
2. The French windows became into a state of disrepair giving us security issues we decided we could not delay this anymore. We now have Bi Fold doors which open up to give full view of the green.
3. Membership is still only £15.00 (have you got yours?)
4. Cricket: We have 2 teams. We play in the Oxfordshire Cricket League. The 1st Team finished 6th in Division 2. The 2nd Team finished 4th in Division 5.
5. Football: We play in the Aylesbury Football League. We have 3 teams 2 Saturday 1 Sunday. The 1st Team got to the Quarter Final of the County Cup, and are looking to finish 4th in the League. The Reserves got to the Semi Final of the Reserve Cup, and are looking to finish 2nd in Division 2. Sunday Team got to the semi-final of the county cup. Unfortunately got relegated.

We were hosts to a 6 aside football tournament with over 100 teams this brought in funds from parking and sales over the bar. The football club did the BBQ and The Vicar and June did the Teas and Cakes earning funds for the church. David Nixey allowed us to use his field for parking this is split 3 ways Football Club and David he donates his share to the club.

6. Bands have been restricted due to a lack of turn out with Sunday late afternoons being a regular slot nothing too over powering.

7. The Fete: Having done well on Fete day we donated £400 to the fete.

8. Donations we donated to a number of members raising funds for different charities and causes to the sum of around £290.

Moving forward this year:

Planned Budget:

1. We need to purchase a new garage door.

2. A new front door.

3. Bar Staff: We have a good team of Volunteers to cover most shifts except Sundays. We have decided to increase

our prices to cover paying for Sunday shifts.

TSSC AGM is on Wednesday 8th May 8pm

**Churchwarden’s Report – Martin and Jeneva Paul**

**St Giles’ Church, Tetsworth Annual Meeting of the Parochial Church Council April 2019**

Our Parish church of Tetsworth St Giles is situated in Chiltern View, Tetsworth, Oxfordshire.

Our P.C.C has the responsibility of co-operating with the incumbent, the Rev. Peter Waterson, in promoting the whole mission of the church, pastoral, evangelical, social and ecumenical, within its parish.

**MEMBERSHIP**

Members of the P.C.C. are either ex-officio or elected by the A.P.C.M. in

accordance with Church Representation Rules. During the year the following members served:

Incumbent Rev. Peter Waterson

Churchwarden Mr. Martin Paul

Churchwarden/Secretary Miss. Jeneva Paul

Treasurer Dr. Carolyn Carr

And: Mrs. Heather Moore

Mrs. June Waterson

Mr. Maurice Thomas

Mr. Richard Moore

There were 12 members on the electoral roll.

**REVIEW OF THE YEAR**

**CHURCH SERVICES**

During the year 45 services were held.

**Service Type Number of services Average Attendance**

Holy Communion 19 11 adults

Morning worship 13 8 adults

Bible Study 6 8 adults

Family Communion 2 9 adults

Special Services 5 29 adults 1 child

Special services were held to commemorate Harvest Festival, Remembrance Day, a service of nine lessons and carols, a nativity service and Christmas Morning Communion. Special services were also held in St Giles for Tetsworth Primary School most notably at the end of the December school term as the Christmas 2018 School Service. Sadly, we do not have the numbers for attendance at these two services.

There were during the year: 2 services of Baptism

1 Wedding

1 Funeral

**LEADERSHIP**

Once again, our thanks go to the Rev Waterson, Mrs. Heather Moore and Miss Jeneva Paul for their roles as our main worship leaders. We would however also like to thank all those other members of the congregation who have embraced the third Sunday Bible Studies/ Morning Worship/ Songs of praise without whom we would be unable to maintain a full calendar of services throughout the year. Our thanks go out to Mrs. Carol Mayes, Dr Carolyn Carr, Miss Jacqui Moore and Mr. Martin Paul.

**GENERAL ACTIVITIES**

Our thanks go to all those in the parish who have continued to contribute to the upkeep and running of the church, Their efforts embrace many forms - the cleaning and maintenance of the Church building and the churchyard, flower arranging and baking cakes, and volunteering their time and effort working on Church stalls and fundraising. The church family has many talents and we thank everyone for their generosity in sharing them for the benefit of the parish.

We would particularly like to extend our thanks to Tetsworth Parish Council, the Tetsworth Fete Committee and the residents of the village for all their efforts and help in our joint ventures, be they fundraising, maintenance, or just keeping the village safe and presentable over the course of the year. Thank-you.

**OUR ONGOING MISSION**

We believe that Church is about far more than just services on Sunday. We are a community, and much of what we do is about helping people find a place of belonging and friendship. We feel privileged helping people through the highs and lows of their lives when they come through the doors of the church for Baptisms and weddings and funerals, but we also want to be there at any time anyone feels the need for that extra moment of community and support in everyday life.

We are not able to undertake great schemes and projects to benefit the village. On a practical level we try to be custodians of the Church building, keeping it standing so that it can be there for the village when necessary. What we are able do is to continue to offer our help, our time and our support to the village and the other organizations operating within it.

**10. Open Forum & Questions**.

There were none.

**There being no further business, the meeting closed at 21.15pm**