

**Minutes of the Meeting of Tetsworth Parish Council
Held in the Memorial Hall
at 7.30pm on Monday 14th October 2019**

Present:

Chair Cllr Paul Carr (PGC)
Cllr Christopher Thompson (CT)
Cllr Susan Rufus (SR)
C.Cllr Jeanette Matelot (JM)

Officer: Helen Croxford (HC)

Members of the public: 6

Apologies for absence: V. Chair Cllr Seb Mossop, Cllr Ali Dewson and D.Cllr Caroline Newton

125. To Receive Declarations of Interest - NONE

126. Revised Minutes of the Council Meeting held on the 8th July 2019 to be signed as a correct record - AGREED.

127. Minutes of the council Meeting held on 9th September 2019 to be signed as correct record - AGREED.

128. Minutes of the Extraordinary Council Meeting held on 23rd September 2019 to be signed as a correct record - AGREED

129. Matters arising from the minutes not on the Agenda

Impact Acoustics Invoice was disputed in Minute 69/19. This has now been amended -
UANNIMOUSLY APPROVED

130. Public Questions.

Richard Barber requested to speak regarding Play Area equipment.
Mr Barber provided information for the items that he himself installed in the central area of the Play Area. He raised concerns that single pole units that he installed only have limited concrete to hold them in place and over time these could become unstable.

131. Update of Actions List

Ref.	Action Required	Resp	Progress
23/17	Enforcement of hedge replacement at 31 Marsh End	PGC	As yet this has not been replaced. Ongoing.
87/17	Footpath at Attington Stud. Path rerouted. No planning application submitted.	PGC	Ongoing. PGC to review current information forwarded to him.
330/18	Red Lion PH – community asset needs to be renewed.	HC	Community Asset runs out 2/10/2019 HC to review Documents and resubmit. Community Nomination submitted Ref 19S09/1. Should have a result by Dec 2019
48a/18	The defibrillators were purchased by the Cozens Bequest. & paid for their adoption by the Community Heartbeat Trust. Maintenance plan & insurance with Community Heartbeat Trust	HC/SR	It appears there has been some confusion with Cozens Bequest. SR will attend the next Cozens meeting as there appears to be confusion with the length of time the defib would be supported by Cozens. Hazel Bottone would like to relinquish the role for Defib inspections now she has stood down from TPC. She will give current paperwork to SR. Ongoing.
48b/18	St Giles Church/Probation Service. SR. has contacted them and is waiting for a response.	SR/AD	There is still no availability. SR has chased again and resubmitted an application. Still ongoing
83/19	Bus Shelter	HC	Clerk researching quotations – A suitable style was chosen by TPC. HC will get final quotation. Ongoing
85/19	New Notice Board	HC	Clerk researching quotations - Ongoing
88/19	Community Speed Watch	PGC	Volunteers to be sought to operate the scheme – JM volunteered to man a session. Ongoing.
47/19	New TPC telephone and Upgrade to Antivirus software for TPC Laptop	HC	Clerk researching quotations – HC will check when we can cancel the current contract and purchase a new mobile to the value of £10 per month Maximum. Ongoing
109/19	Public question re Planning permission for 7 Marsh End	SM	SM will investigate as this was prior to this Councils election. SM confirmed that planning was granted 17 th May 2017. Completed.

132. County Councillors Report from C.Cllr Jeanette Matelot.

a) Update on A40/M40 Tetsworth Embankment repair.

This has now been postponed from Autumn 2019 to Spring/Summer 2020. A meeting with Highways, TPC and JM will be arranged to discuss the closure while these works are completed and any implications for the community.

b) Update on Secondary school catchment for Tetsworth residents and surrounding villages.

Lord William's School in Thame, was planned to become a single site school with the Lower School (Years 7-10) moving up to the Upper school site. The Lower School site was designated as a reserve site for 145 homes in the Thame Neighbourhood Plan. This single site plan has now been scrapped.

This academic year more than 150 children were turned away, all from out - of - county. Most of the 1000 homes being built in Thame are complete and the three primaries and the secondary school have accommodated all the pupils from Thame and surrounding villages in Oxfordshire plus some pupils from Buckinghamshire. If demand increases, Buckinghamshire pupils would not be offered places. There is two-way traffic with Oxfordshire pupils taking places at the grammar schools in Aylesbury. However, Lord Williams's has already started to expand the main school site with a new science block and propose to expand to a 12 form entry to cover future demand. Chinnor will also have 1000 new homes, 50% at least are complete. Children from Chinnor, Kingston Blount and Aston Rowant can attend either Lord Williams's School or Icknield School in Watlington.

The South Oxfordshire District Local Plan includes a large secondary school at Chalgrove which would mean the Icknield School closing. This would not happen until the Plan is approved and the commencement of the housing development, which the Plan states will not happen for at least six years. When and if this happens Lord Williams should still be able to accommodate pupils from Tetsworth.

c) Councillor Priority Fund.

JM has a grant available which must be applied for by mid-December and works completed by 31 March 2020. It was suggested that TPC could apply for this to replace the bus shelter. HC will gather the necessary quotations to build an application.

d) Intervention by Secretary of State for Housing

JM reported that the County Council supported the Government's decision to intervene to stop SODC from withdrawing the local plan.

133. District Councillors Report.

A report was provided by D.Cllr Caroline Newton in her absence.

134. Parish Councillors Report.

PGC and HC confirmed that they attended the recent Budget/Finance and VAT courses provided by OALC. - **NOTED**

135. Update of Risk Register – AGREED UNANIMOUSLY.

Finance

136. To Receive and Approve the monthly financial report. **AGREED UNANIMOUSLY**

137. To Discuss

a) HC & PGC's application to attend OALC Audit Course – AGREED UNANIMOUSLY

b) Quotation from Computer Assist to upgrade email system to Office 365.

The matter was discussed and while we do not want to lose any data stored on the current system it was felt that £5 per month for each email was not cost effective. HC to contact Computer Assist and enquire if we can have the Clerk email domain only converted to Office 365 and source general TPC emails with Gmail or similar. It was **UNANIMOUSLY AGREED** that HC make the enquiry with Computer assist and that if this was possible without losing any data, the transfer should proceed.

c) Rents due for wayleave access across common land and parking on Parish land.

UNANIMOUSLY AGREED to send invoices forthwith.

d) AGAR completion – NOTED.

e) Donation to Royal British Legion. Alan Martin will pay the donation and provide TPC with an invoice to pay electronically. **UNANIMOUSLY AGREED.**

138. To Approve expenditure and sign cheques/approve electronic payment.

DTC Invoices	£156.00 x 2 (Grass cutting)
PHD	£4500.00 (Barrister Fee)
PHD	£2340.00 (Town Planner)
H. Croxford (Sept)	£1510.42 (Salary & Overtime)
S. Rufus	£25.79 (Reimbursement for Purchase of PATCH tools)

UNANIMOUSLY AGREED

139. Receipt from TSSC for Green Maintenance Donation - **NOTED**

140. Play Area/Skatepark

a) Update and Weekly Inspection Reports – RECIEVED

b) To discuss result of Annual Inspections.

It was **NOTED** that both the PATCH and Skate Ramp had had their annual inspections by the installation companies. Fearless Ramps have recommended maintenance works for immediate attention. It was **UNANIMOUSLY AGREED** to proceed with the full repair of £2875.00. It was **NOTED** that the ramp will likely need full replacement in approx. 3 years, depending on use and weather conditions over that time. This could be budgeted for in the CIL projections going forward.

It was **UNANIMOUSLY AGREED** to proceed with the creative play quote to make good repairs to the items installed by them. HC will also ask for a quotation to add membranes around these items so that they are protected in the same manner as the items installed by Richard Barber.

c) To Discuss quote from Creative Play for items not installed by them.

It was **UNANIMOUSLY AGREED** to proceed with the quote of £120.00 from Creative Play, to repair further items installed by Mr Barber. It is hoped that this will bring all PATCH items under the umbrella of one maintenance company going forward.

d) To decide on disclaimer signage wording. Signs to read as follows,

This equipment is not intended for use by children over the age of 4

This equipment is not intended for use by Children over the age of 12

UNANIMOUSLY AGREED.

Planning

141. To Note the following Planning Decisions as APPROVED.

a) **P19/S1915/LDP** - Installation of ground source heat pump system including the digging of trenches to lay pipework at Rycote Lane, Milton Common OX9 2PU - **NOTED**

b) **P19/S2525/LDE** CERTIFICATE OF LAWFUL DEVELOPMENT FOR: Use of yard area for mixed use as agriculture and non-agricultural storage use. AT: Ignells High Street Tetsworth OX9 7AD - **NOTED**

c) **P19/S1555/HH (Householder)** Demolition of an existing garage and conservatory, to create a new two storey side extension. Address: The Gables 2 Silver Street Tetsworth OX9 7AR - **NOTED**

142. To Note the Following amended Applications.

P19/S2685/FUL (Full Application) Major Amendment: No. 1 - dated 12th September 2019 Proposal: The proposed development is for a Gas Fired Electricity Generating Facility with the ability to generate up to 49.99 MW of electricity. A low carbon flexible generating facility using gas reciprocating engines. The facility will generate electricity principally for the regional distribution network in times of generation shortfall and/or high demand. (as clarified by additional information submitted 10 September 2019 and 12 September 2019). Address: Lobb Farm Access Road to Lobb Farm Tetsworth South OX9 7BE. – **NOTED BUT STILL OBJECT.**

143. To Discuss the following Planning Application.

P19/S21916/FUL & P19/S2917/LB (Listed Building Consent) Application Type (see definition over): Other Proposal: Extend the existing house at the front and integrate a first-floor extension at the rear, integrate a new dwelling attached to the existing house and improve the visual appearance of the plot with associated landscaping. Address: Land to the rear of The Swan 5 High Street Tetsworth OX9 7AB. – NO OBJECTIONS, Subject to the retention of all vegetation on the Swan/Victoria Gardens borders.

144. To Discuss any further Planning Considerations at the meeting.

a) P19/S1413/FUL (Installation of ground mounted solar pv array on grassland adjacent to The Oxfordshire Golf Hotel complex) for changes to allow alternative method of visual mitigation including trees and condition for future removal.

Site Location: The Oxfordshire Golf Club Rycote Lane Milton Common OX9 2PU

NOTED Granted.

b) P19/S0478/FUL - Mounthill Farm ,19 High Street – Correspondence from planning re previous application already approved. NOTED.

c) P19/S3014/HH (Householder)Proposal: Demolition of existing garage; erection of a single-storey side extension and a single/two-storey rear extension; internal alterations.

Address: 31 Marsh End Tetsworth OX9 7AU – UNANIMOUSLY AGREED NO OBJECTIONS.

145. UPDATE RECEIVED on the Travellers Appeal and NOTED public Inquiry dates of 31st October and 1st November 2019.

146. To Discuss Tetsworth Neighbourhood Plan.

Press Release Next steps for Local Plan and update on the status of Neighbourhood Plans in general – **NOTED.**

The Consultation for Regulation 14 begins Monday 21st October 2019 and closed 6 weeks later on 2nd December 2019. The Submission package will then be presented to TPC at the December Parish Meeting – **NOTED.**

John Gilbert requested permission to access the TPC Website to add the updated information for the upcoming consultation. **UNANIMOUSLY AGREED.** Hard copies will be available to view at The Sports and Social Club, The Swan Restaurant, Tetsworth Primary School, The Old Red Lion and the Memorial Hall.

147. To Consider any issues about the village environment.

a) Update on abandoned car on Parkers Hill. This was reported to SOHA and the vehicle has been removed. **RESOLVED.**

b) Update on road conditions and missing road sign for Parkers Hill and Chiltern View. This was all reported on 'Fix my street'. PGC was informed that these would be dealt with in due course. **RESOLVED**

148. Correspondence

a) Letter from parishioner re CIL – Comments from parishioners have been received. This will be discussed further at the next meeting. **ONGOING.**

b) Email from Parishioner regarding the turning circle at Chiltern View – It has been established that this is unregistered land. HC will notify the Parishioner accordingly.
RESOLVED

e) Press Notice re Councillor Grants – NOTED.

f) Email from Strutt & Parker re Land South of the High Street.
HC will contact Simon Handy and invite him to the Nov meeting.

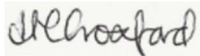
g) Further Correspondence from Parishioner re damage caused by tree on Silver Street.
Once again it was reiterated that this is unregistered land and not the responsibility of TPC. JM will meet at the site with Luke Roland the new SODC Tree Officer. HC will notify the parishioner. **RESOLVED.**

149. Items for Next Agenda Not Already Mentioned.
Brexit items for the noticeboard as required.

150. Date of the next meeting 11th November 2019 at 7.30pm

151. Meeting Closed 21.47pm.

152. Open Forum.



Helen Croxford Clerk & RFO