

# Tetsworth Parish Council

Clerk and RFO: Helen Croxford

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## Minutes of the Meeting of Tetsworth Parish Council Held in the Memorial Hall at 7.30pm on Monday 9<sup>th</sup> December 2019

### Present:

Chair Cllr Paul Carr (PGC)  
Vice Chair Cllr Seb Mossop (SM)  
Cllr Christopher Thompson (CT)  
Cllr Susan Rufus (SR)  
Cllr Ali Dewson (AD)  
D.Cllr Caroline Newton (CN)  
C.Cllr Jeanette Matelot (JM)

**Members of the public: 4**

**Apologies for Absence: Helen Croxford (HC)**

### **181. 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. **NONE**

### **182. Minutes of the Council Meeting held on the 11<sup>th</sup> November 2019 to be signed as a correct record.**

**UNANIMOUSLY AGREED.**

### **183. Minutes of the Council Budget Meeting held on the 25<sup>th</sup> November 2019 to be signed as a correct record.** **UNANIMOUSLY AGREED.**

### **184. Matters arising from the minutes not on the Agenda - NONE**

### **185. Public Questions - NONE**

### **186. 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. <b>Ongoing.</b>

87/17	Footpath at Attington Stud. Path rerouted. No planning application submitted.	SM	SM Received and email from Jackie Smith (JS) the Public Rights of way Officer at OCC on 08/11/2019 confirming this is still in progress as the diversion is still being processed. <b>Ongoing.</b>
330/18	Red Lion PH – community asset needs to be renewed.	AD	Community Asset runs out 2/10/2019 Despite a detailed submission, the Community Nomination Ref 19S09/1 has been denied due to lack of evidence that the asset meets the new stringent rules. An attempt has been made to take photographs and obtain further evidence to support the case but this has been unsuccessful. <b>Ongoing.</b>
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	SR reported that the Trustees of The Cozens Bequest have agreed to pay the outstanding invoices for both of the defibrillators in the Village, the one on the wall of Tetsworth Memorial Hall and the one that is inside Tetsworth Sports and Social Club (TSSC). Going forward, TPC will be continue to be responsible for the service charge on the Memorial Hall site which includes the insurance and TSSC will be solely responsible for their own. The TSSC Defibrillator is currently in the process of being registered with the Community Heartbeat Trust (CRT) and also with SODC Ambulance Service. All defibrillators are checked on a weekly basis and recorded on the CRT Webnos.
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. <b>Still ongoing</b>
83/19	Bus Shelter	HC	Quotes have been received from several companies and it was agreed that the quote from Externiture would be acceptable. TPC will also apply for a Grant from Caroline Newton towards the cost of this. Cost of Bus Shelter £6263.02 + VAT. <b>–Unanimously Agreed</b>
85/19	New Notice Board	HC	New Notice Boards – Both of the Notice Boards need to be replaced as they are in poor condition and the TPC one is also falling into disrepair. TPC require a larger Notice Board and one was selected. Notice Boards Online, Page 3 £1675 + VAT was selected as the most appropriate. A further Notice Board for the Village will be purchased next year if the Budget permits. <b>Ongoing.</b>
88/19	Community Speed Watch	PGC	PC has two further volunteers for the Community Speed Watch and will contact the PCSO to arrange training. <b>Ongoing.</b>
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. Possibility of utilising an existing hand set being investigated. <b>Ongoing</b>
55/19	Speed Signs	CT	CT spoke regarding the speed signs and the fact that there had been a meeting with Councillors, JM and Engineers to discuss Vehicle Activated Signs (VAS) in the Village, especially near to the school. Three quotes have been received plus one from Highways. The sub-committee viewed all quotes and a vote was taken for the following: VAS Signs – Vendor Westcotec – Flashing 30mph signs – <b>Unanimously Agreed.</b> School Warning Signs – 2 High Vis Yellow Signs with flashing lights 20 mph, Triangular and a Black LED child sign also Triangular – <b>Unanimously Agreed.</b> Grant Application from Priority Fund would be 25% of total project cost which is £20,500. Therefore £5,500 to be applied for – <b>Unanimously Agreed. Ongoing.</b>
101/19	Councillor Vacancy	HC	Vacancy has proceeded to Co-option. Position advertised. Additional Advert to be forwarded to CC for the Village Newsletter. AD will re position the advert on the website for a further boost. <b>Still Ongoing.</b>
132a/19	A40 Closure proposals	TPC	The A40 is to be closed for up to 15 weeks in order that Embankment Repairs may be carried out. This is in a section half way between the Attington Stud entrances and the road which leads to the B4023 to Thame. There is no viable alternative to closing the road at this location. Consequently, access to the Village will only be from the other side of the A40 and access to Thame will be via the A329 (Rycot Lane). More information will be provided once it is available. The work is planned to start 5 <sup>th</sup> May

			2020. <b>Ongoing.</b>
169b/19	Gates Across Judds Lane	SM	Investigation into this is in the hands of SODC. <b>Ongoing</b>
162b/19	Rent for two parking spaces at 24 High Street.	HC	Rents invoice sent to the occupiers remains unpaid. A further reminder has been sent to the owners of the property. <b>Ongoing.</b>

**186. County Councillors Report. To be forwarded by JM.**

**187. District Councillors Report**

Caroline Newton: Discussion of the Local Plan is still suspended and cannot be discussed due to Purdah. Her Grant should cover the new Notice Board but probably not the Bus Shelter, she will check. The deadline for Grant Application is 16<sup>th</sup> January 2020 but she would like the application in as soon as possible, preferably before Christmas. CN explained that other Villages also will be applying for Grants, and advised us to ask for £3,000 and whilst we won't get that we should get a proportion of it. The Power Station at Lobb Farm Planning application should have been determined by 28<sup>th</sup> November 2019 this will be determined on 17<sup>th</sup> December 2019. Planning Department are likely to refuse.

**188. Parish Councillors Report - NONE**

**Finance**

**189. To Receive and Approve the monthly financial report. **UNANIMOUSLY APPROVED****

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

Computer Assist (for transfer of email to Outlook 365)	£176.00
DTC (Final Grass cutting)	£156.00
Creative Play (repairs to play area)	£120.00
Alan Martin (repayment for Remembrance Wreath)	£100.00
Al3d for (NPG Printing)	£150.00
The Print Shop (for C.Cann on behalf of NPG)	£24.00
H. Croxford (Nov salary)	£372.35
HMRC (For Clerk Nov salary)	£84.00

**UNANIMOUSLY APPROVED**

Previous Invoice No. 49500 from Computer Assist was confirmed raised in Error - **NOTED**

**191. Play Area/Skatepark.**

**a) Update and Weekly Inspection Reports.**

SR confirmed the Play Area and Skatepark is inspected weekly by Councillors and there are no issues at present.

**b) To discuss repairs by Creative Play.**

SM to complete the paperwork for Creative Play following the repairs that were carried out to the Stilts.

**Planning**

**192. To Note the following Planning Decisions.**

**a) Application No : P19/S1920/O Application proposal, including any amendments. Mount Hill Farm 19 High Street Tetsworth OX9 7AD** Outline planning application for demolition of existing buildings and erection of two two-storey detached dwellings incorporating access, and layout and all other matters reserved (additional ecology, contamination and highways information submitted 6th August 2019 and site plan corrected to show adjoining development received 5th September 2019).

**APPLICATION REFUSED - NOTED**

**b) Application No : P19/S3014/HH Application proposal, including any amendments 31 Marsh End Tetsworth OX9 7AU.** Demolition of existing garage; erection of a single-storey side extension and a single/two-storey rear extension; internal alterations.

**PERMISSION GRANTED - NOTED**

**193. To Note the following Planning amendments.**

**Application Reference : P19/S1892/HH(Householder)Application Type (see definition over): Other Amendment: No. 1 - dated 19th November 2019 27 Chiltern View Tetsworth OX9 7AL** Proposal: Demolition of the existing conservatory and addition of a part single part two storey rear extension in materials and detailing to match the existing dwelling. (as amended by drawings received 19 November 2019). **NOTED NO OBJECTIONS**

**194. To Discuss any further Planning Considerations at the meeting. - NONE**

**195. To Discuss Tetsworth Neighbourhood Plan**

John Gilbert reported that of the 40 Statutory consultees who received a copy of the NP, the most detailed and helpful was from SODC. DCC also gave supportive comments. Others he received were pushing their own Agendas. No response from Local residents which he perceived as possibly good. He has feedback from Neil Homer commenting on the comments from SODC and DCC, there are some outstanding issues. There is a meeting on 16<sup>th</sup> December 2019 with SODC Officer. Steering Group meeting on 19<sup>th</sup> December 2019. By 8<sup>th</sup> January 2020 Basic Condition statement and adjustments should be done by then. Detailed report on previous three years will be ready by 8<sup>th</sup> January 2020 and will be ready for next TPC meeting on 13<sup>th</sup> January 2020.

**196. To Consider any issues about the village environment.**

**a) Request from Marjorie Saunders for funds of approx. £250.00 towards plans for VE Day in 2020.** NOTED and will be discussed at the next meeting.

**b) Request from Tetsworth Memorial Hall for allocation of funds from CIL towards the refurbishment to apply for match funding grants.**

Tetsworth Memorial Hall – Caroline Cann has applied for a Grant to SODC for the refurbishment of the kitchen and is also applying to TPC for allocation of funds from CIL. Details of their quote will be sent to TPC and this will be discussed at the January meeting.

**c) Illegal industrial containers.**

To be monitored by whoever drives by, the land is privately owned by several different people.

**d) Response to Strutt & Parker.**

Chair to reply to Strutt and Parker via email with response agreed by Councillors

**e) Monies raised by this year's poppy collection of £614.00 - NOTED**

**197. Correspondence**

a) Media Release, review of Expressway - NOTED.

b) Letter to EU citizens – NOTED.

c) Dates for free parking in Council car parks - NOTED

**d) Correspondence for Parishioner re Hampers for 2019.**

This is not a TPC matter and has been passed to Caroline Cann who has responded the Parishioner. **No further action.**

**198. Items for Next Agenda Not Already Mentioned.**

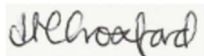
a) Fences on triangular piece of land along A40 at the rear of a house in Marsh End.

b) Pond rear of The Old Red Lion, has Ash/Gravel dumped in it possibly from houses backing on to the High Street.

**199. Date of the next meeting 13<sup>th</sup> January 2020 at 7.30pm**

**200. Meeting Closed 21.20pm.**

**201. Open Forum.**



Helen Croxford Clerk & RFO