



# Tetsworth Parish Council

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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> March 2020

### Present:

Chair Cllr Paul Carr (PGC)

Vice Chair Cllr Seb Mossop (SM)

Cllr Christopher Thompson (CT)

Cllr Susan Rufus (SR)

D.Cllr Caroline Newton (CN)

**Officer:** Helen Croxford (HC)

**Members of the public:** 2

**Apologies for Absence:** C.Cllr Jeanette Matelot (JM)

**254. 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

**255. Minutes of the Council Meeting held on the 10<sup>th</sup> February 2020 to be signed as a correct record**

UNANIMOUSLY APPROVED.

**256. To Note the date of the Annual Village Meeting as 29<sup>th</sup> April 2020 - NOTED**

**257. Matters arising from the minutes not on the Agenda – NONE**

**258. Public Questions - NONE**

## 259. 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    | Still in progress with the rights of way Officer. <b>For review in June 2020.</b>   |
| 330/18  | Red Lion PH – community asset needs to be renewed.                                       | SM    | Community Asset ran out 2/10/2019<br>SM to review the conditions of a community asset. SM will investigate further. <b>Ongoing.</b>   |
| 48b/18  | St Giles Church/Probation Service. SR. has contacted them and is waiting for a response. | SR    | There is still no availability. SR has chased again and resubmitted an application however this service is currently unavailable. <b>For review in Feb 2021</b>   |
| 83/19   | Bus Shelter  | HC    | Letter received from TPC to change replacement of the shelter to Refurbishment. See minute 272b/20. Completed.  |
| 85/19   | New Notice Board   | HC    | Following the failure of the Grant TPC will review the requirements further to ensure the new board meets the size requirements and discuss funding going forward. <b>Ongoing.</b>  |
| 88/19   | Community Speed Watch  | PGC   | PGC will contact the PCSO again to check availability of the equipment. <b>Ongoing.</b>   |
| 47/19   | Upgrade to Antivirus software for TPC Laptop   | HC/CT | CT has looked into the Laptop's efficiency and made some adjustments. More are planned for next month prior to the meeting to improve the memory - <b>Ongoing.</b>  |
| 55/19   | Speed Signs/VAS  | CT    | The Area Engineer has signed off on the scheme and the funds have been ring fenced but contractors will be assigned to install the posts before the end of March. <b>Ongoing.</b>   |
| 101/19  | Councillor Vacancies   | HC    | The vacancy for Ali Dewson has now been approved for Co-option. HC will amend the advert to two vacancies on the notice boards and website accordingly. <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. Preparations have begun, however concern was raised over the effectiveness of the safety barriers and the proximity of the temporary toilet to the junction causing an obstruction of view for motorists. HC will contact highways. More information on the actual road closure 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>For review in June 2020</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. Still no response. HC is researching previous financial reports and minutes to establish when the last payment was received and investigate further options of enforcement. SR suggested that at least one space has been laid to grass and a tree planted. <b>Ongoing.</b>   |
| 196/b   | Memorial Hall refurbishment  | TPC   | TMH had a meeting with SODC Grants and their application was successful. TPC will commit £2004.00 from CIL to cover the cost of insulating the Hall. <b>Unanimously Agreed.</b> HC will send a formal notification to TMH. <b>Completed.</b>  |
| 205/20  | Fencing at 8 Marsh End   | TPC   | Plans indicate correct alignment to the boundary. <b>Complete.</b>  |
| 218a/20 | SE19/341 Land North of A40 Adjacent to the Gate House                                    | TPC   | Under enforcement. No Further information. <b>Ongoing.</b>  |
| 219d/20 | Jitty & Ditches around the green   | PGC   | The cobbled path is being impinged on by undergrowth. This particular area belongs to SOHA. HC has notified them but had no   |

**260. County Councillors Report - NONE**

**261. District Councillors Report – Caroline Newton**

Local Plan

On 5 March, the SODC Cabinet agreed that SODC should take back control of the Local Plan 2034 (the development strategy for the district) and to see it through its independent inspection. Cabinet’s recommendation was taken to and Emergency Full Council that evening, and councillors agreed it by a large majority. All Liberal Democrat, Green, Labour and Conservative councillors at the meeting voted for it.

Since they took control of SODC last May, the Lib Dem/Green alliance had tried to withdraw the Plan and start a new one. But Robert Jenrick, the Secretary of State for Housing, Communities and Local Government, concerned that this would leave the district vulnerable to unplanned, speculative development as well as undermining the Local Plans of neighbouring councils, effectively instructed SODC to push ahead. This is the first time the Secretary of State has used his powers in this way.

The Conservatives continue to believe that the submitted Local Plan offers a good, sound, deliverable spatial strategy for South Oxfordshire as it seeks to address the unaffordability of housing in the district and to provide homes for key workers in Oxford City - whilst locating as many of the sites as possible close to the areas of current and future employment (Oxford City, Culham) thus reducing the need for car use.

The following figures help illustrate the acuteness of the need for more housing in this area:

- First-time-buyer age is now over 41 years
- House prices are 63% above national average
- A National Housing Federation report indicates the average house-price to income ratio in South Oxfordshire stands at 14 times. In 2000, it was 6 times
- That’s 14 times average annual salary
- When the current South Oxfordshire strategic plan was drafted it would take 3 years to save for a deposit. Now, it will take a quarter of a century
- The Valuation Office date shows that in the past 6 years, lower quartile private rents in South Oxfordshire have increased by 20% compared to the national average over the same period.
- Average monthly rent represents 44% of income.

SODC’s draft Local Plan will not solve these problems overnight, but I do believe the provision of new homes is an unavoidable moral imperative for the planning authority. Key will now be working with developers to make this new housing as environmentally sustainable as possible

## Harrington

SODC's decision to move the Local Plan on to independent inspection means that Harrington (the proposed 6000-plus town near J8 of the M40) has been taken off the table for the time being. Regrettably, the new development at Chalgrove remains in the draft LP, and I will be working with colleagues to ensure that we can mitigate the impact it will have on neighbouring villages.

## Oxford-Cambridge Arc

I went to a briefing in London last week on progress on the Oxford -Cambridge Arc - the area between the two university cities (including Milton Keynes) which Government sees as representing one of the greatest opportunities for economic growth in the UK. At the moment, the area contributes £111 billion GVA, and productivity is good, but there are some signs that growth is falling below the national average - constrained by infrastructure, the fact we have almost full employment in this area, lack of housing etc for new workers.

There was a tacit determination not to discuss the Expressway, which leads me to conclude the issue may have moved off the agenda (though we are await confirmation of that) - but plenty of discussion about East-West Rail for which plans seem increasingly well-advanced. Rob Brig-house, the Chairman of EWR (and former CEO of Chiltern Railways) gave the budget of EWR as £4-5 billion - and the potential boost to GVA of £75 billion.

## Budget

SODC has agreed its budget for 2020-21. The revenue budget has increased from Council Tax will be increased by £5 - that's a total of £126.24 for an average Band D property. It includes a £106,000 for a work programme aimed at tackling the climate emergency; and £500,000 over two years for a Transformation budget.

## Councillor Community Grants

This year a number of schemes in Haseley Brook Ward applied for funding from our £5,000 Councillor Grant fund. A number, sadly, did not qualify, but I was pleased to recommend grants to Great Haseley towards an adult outdoor gym, the cricket club for new equipment, and to the PC for dog bins. I also gave a grant to Oxfordshire Lowland Search and Rescue which helps vulnerable miss-ing people across the county.

The grant scheme will be running for the FY 2020/21, so please to get in touch with me if you want to discuss a possible application. A wide variety of schemes can qualify for grants, and I'm delighted, in previous years I have given money to playgrounds in the ward, to Little Milton community shop, and to the Human Story Theatre group which was staging a play in Great Milton. You can find more information on the SODC website.

## Oxfordshire Electrical Vehicle Infrastructure Steering Group

OCC is developing a group to establish the principles and action plan to deliver a charging infrastructure for EVs, and I've been appointed as the council's representative on it.

**262. Parish Councillors Report - NONE**

**Finance**

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

a) Expenditure and sign cheques/approve electronic payment – **UNANIMOUSLY AGREED**

|                                      |         |
|--------------------------------------|---------|
| Computer Assist/Wiseserve            | £4.80   |
| OALC Subscription.                   | £140.56 |
| H. Croxford (Clerk Wages)            | £383.81 |
| HMRC For Clerk Wages                 | £84.00  |
| DTC (Tree Works T2 Babylonica)       | £540.00 |
| Employers National insurance payment | £89.20  |

(As detailed in minute 162c/19 we were advised that TPC was exempt from Employers NI contributions under £3000. Unfortunately, this is incorrect as per TPC Audit training Jan 2020, as Parish Councils are excluded from this exemption. This oversight means the contribution is still outstanding) **NOTED**

b) The alteration of the Lloyds bank account, to require a minimum of two electronic signatures to authorise payments (once the transfer from the previous councillors/clerk has been completed successfully). **NOTED**

**264. To Note and Discuss**

a) Payment made to Computer Assist re invoice 53241 on 11.02.2020 was refunded on 12.02.2020. Payment was re submitted and Angelika from the finance department at the company has subsequently confirmed receipt - **NOTED**

b) The Donation of £50.00 to Citizens Advice was paid and accepted with thanks - **NOTED**

c) Vodafone have now provided a monthly bill pdf for the TPC Mobile rental. This will be sent to the Clerk's personal email but will be included with future wage invoices going forward. In the meantime, December and January Invoices require signatures for transparency - **NOTED**

d) HP Printer ink is currently provided on a trial basis. Ink is provided direct from Hewlett Packard free of charge until May 2020. Usage needs to be discussed and a decision made whether to continue with the package once the trial has ended and to choose the correct payment package

accordingly. Payments would need to be made through the Clerk's account and reimbursed with the monthly invoice – **UNANIMOUSLY AGREED to continue with the plan of 300 pages from May when the free trial ends.**

**265. To Approve/Amend the Financial Regulations, Risk Assessment, Standing Orders and Asset Register – CARRIED BY THE MAJORITY (1 OBSTENSION)**

**266. To Approve the Proforma appointing Coco Accounting for the Internal Audit – UNANIMOUSLY AGREED.**

**267. Play Area/Skatepark**

a) Update of weekly inspections – All in order, defib working well. Following guidance from Community Heartbeat, the Defib will be inspected using rubber gloves and will be sanitised with antiseptic wipes for the foreseeable future. **NOTED**

b) The independent inspection has still not been completed. HC will chase this up – **NOTED**

### **Planning**

**268. To Note the following Planning Decision.**

**a) Application No: P19/S4372/HH 41 High Street Tetsworth OX9 7AD** Application proposal, including any amendments: Conservatory to rear of property and partial removal of external back wall to integrate new build with old. GRANTED - **NOTED**

**b) Application No. APP/Q3115/C/19/3224405 and 3224407 Land at Mount Hill Farm, High Street, Tetsworth, Oxfordshire OX9 7AD** Full Details can be found on the Planning Inspectorate website, [www.gov.uk/planning-inspectorate](http://www.gov.uk/planning-inspectorate). APPEALS DISMISSED - **NOTED**

**269. To Note the following Planning Amendments.**

**P19/S2685/FUL and P19/S2686** (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.

It was noted by a Parishioner that TPC's continued objections were not correctly listed on the SODC Planning website. HC contacted Emma Bowerman to raise the issue. South & Vale Planning have changed the online submissions and now only invite comments from which they derive an intention to 'object or support'.

Unfortunately, an error was made which listed TPC as 'No Objections'. This has now been corrected. Going forward TPC will make it very clear in their comments whether an application is Supported or Objected to - **NOTED**

**270. To Discuss any further Planning Considerations at the meeting**

**Proposals for Cornwell Solar Farm and Harlesford Solar Farm.**  
TPC will attend the open forum when the dates are advertised.

**271. To Discuss Tetsworth Neighbourhood Plan**

John Gilbert provided a progress report. Regulation 16 is moving forward as expected.

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

a) TTRO (T7523) Temporary Road Closure - Thame, Chinnor Road B4012-B4445 - **NOTED**

b) Letter from TPC to agree Bus Shelter repair rather than replace as per minute 83/19 – **LETTER RECEIVED**. HC will organise quotations and CT to discuss with Ralph at Highways for further tender suggestions for the refurbishment.

**273. Correspondence**

a) South Oxfordshire District Council's Climate Emergency Advisory Committee agrees plan of action - **NOTED**

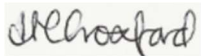
b) Press release - Over £26,000 given to improve Chinnor football pitches - **NOTED**

c) Press release - Motions agreed at South Oxfordshire District Council - **NOTED**

**274. Items for Next Agenda Not Already Mentioned - NONE**

**275. Date of the next meeting 20<sup>th</sup> April 2020 at 7.30pm**

**276. Meeting Closed 21.23pm.**



Helen Croxford Clerk & RFO