

# Tetsworth Parish Council

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## Minutes of the Virtual Meeting of Tetsworth Parish Council Held at 7.30pm on Monday 14<sup>th</sup> December 2020

### Present:

Chair Cllr. Paul Carr (PC)

Cllr. Susan Rufus (SR)

Cllr. Karen Bennett (KB)

Cllr. Christopher Thompson (CT)

C. Cllr Jeanette Matelot (JM)

**Officer:** Helen Croxford (HC)

**Members of the public:** 4

**Apologies for Absence:** Vice Chair Cllr. Seb Mossop (SM) D. Cllr. Caroline Newton

### **172. 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**

### **173. Minutes of the Council Meeting held on 9<sup>th</sup> November 2020 to be signed as a correct record**

**UNANIMOUSLY AGREED**

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

### **175. Public Questions – NONE**

### **176. Update of Actions List**

Ref.	Action Required	Resp	Progress
23/17	Enforcement of hedge replacement at 31 Marsh End	PGC	Not yet been replaced. The hedge is beginning to grow back. <b>ONGOING.</b>
87/17	Footpath at Attington Stud FP58. Path rerouted. No planning application submitted.	SM	Awaiting information from OCC. <b>ONGOING.</b>
85/19	New Notice Board	HC	HC to research further quotes and to apply to SODC for a grant in the new financial year under the new rules. <b>ONGOING</b>
88/19	Community Speed Watch	PGC	The equipment will be available from Feb 2021. PGC to organise training in the new year and to find out the applicability of the data from our VAS. <b>ONGOING</b>

47/19	Upgrade to Antivirus software for TPC Laptop, Outlook monitoring & General Laptop tuning.	HC/CT	CT has checked the laptop and it needs either a major upgrade or a full replacement as it is now over 5 years old. HC to research both options. <b>ONGOING.</b>
218a/20	SE19/341 Land North of A40 Adjacent to the Gate House	SR/CN	SODC enforcement action is imminent. <b>ONGOING</b>
45b/20	Tree at 24 The Laurels	TPC	Following the response received from parishioners that they do not wish to proceed in the short term, further correspondence is awaited. <b>PENDING.</b>
117e/20	Pond Villa	SM	Correspondence from a parishioner noted that this area required some attention they have now completed their works. SM with TSSC to raise a working party of volunteers. <b>ONGOING.</b>
147/20	Vacancy for TPC Councillor	HC	Notification for co-option has been received. HC will re advertise the vacancy. <b>ONGOING</b>

### **177. County Councillors Report - JM**

JM reported that OALC are looking for members to join the executive team who meet 4 times per year. There are currently two vacancies if anyone is interested.

Flood prevention schemes are being investigated, provided that the issue is not the responsibility of Thames Water, for example, flooding due to a blocked drain. CT suggested that the sewage issues at the entrance to Swan Gardens could be a possibility. JM will look into this. Any further suggestions can be made to OCC through JM

### **178. District Councillors Report – NONE**

### **179. Parish Councillors Report – NONE**

### **Finance**

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

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

DTC (Grass Cutting)	£156.00
Wiseserve	£4.80
H. Croxford (Clerk)	£611.84
HMRC (Clerk)	£134.40
Paul Carr (Zoom Invoice)	£14.39
The Sign Shed	£50.94
Moore (AGAR)	£360.00
DTC (Tree Maintenance)	£144.00

**UNANIMOUSLY AGREED**

**182. To Prepare the Budget for the precept 2021/22 and Note the £500.00 to be carried over from 2019/2020 to reserves. Reserve **NOTED** and Precept **UNANIMOUSLY AGREED** at £27,000.00 as per the table below.**

Donations S137	£2,000.00
Village green maintenance	£1,500.00
tree maintenance	£1,300.00
War memorial maintenance	£150.00
Enhancement of village	£319.00
PATCH	£1,400.00
Skate park	£100.00

Contractor Maintenance	£400.00
Grass cutting	£2,500.00
Dog bins	£300.00
<b>Sub Total</b>	<b>£9,969.00</b>
Auditors	£400.00
Clerk Salary	£9,200.00
Insurance	£1,100.00
Subscriptions	£100.00
Training	£450.00
Travel	£150.00
Office	£500.00
Village hall rental	£400.00
website and QuickBooks	£500.00
Professional legal fees	£500.00
Election set aside	£100.00
PWLB repayment	£2,631.00
Emergency Reserve	£1,000.00
<b>Sub Total</b>	<b>£17,031.00</b>

**Total** **£27,000.00**

**Funding increases were made for enhancement of the village, PATCH, Contractor Maintenance, Travel and Clerk Salary to allow for inflation, increments and ongoing projects.**

**PGC will investigate the progress of the award of cost following the planning appeal.**

### **183. To Discuss**

a) Request for Funding from S137 for Santa initiative for the village up to £200.00. **UNANIMOUSLY AGREED**

b) Adjustment of Clerk Wage due to incorrect invoicing. **UNANIMOUSLY AGREED**

c) Request from NPSG for ONPA Membership £25.00 pa rising to £50.00 pa once the plan is adopted.

**UNANIMOUSLY AGREED**

d) Request for donation from Children's Air Ambulance. A Grant of £50.00 was **UNANIMOUSLY AGREED**

e) Subscriptions to Open Spaces and Parish Online. A new invoice for £45.00 has been received for open spaces. Despite previous discussions to let the subscription slide, it was **UNANIMOUSLY AGREED** to continue with OS but not to join Parish Online.

f) AGAR Completion. **NOTED**

- g) Suggestions for CIL expenditure:
- 1) Zebra crossing. This would cost in the region of £42K. Investigations will be made into further Grants and match funding. JM was asked about possible OCC funding. JM thought that, with the emphasis on reducing speeds to 20mph on local roads, a zebra crossing could be a good compromise since the A40 cannot have a 20mph limit.
  - 2) Wicket gates. Quotes are being investigated.
  - 3) Tetsworth Primary School trim-trail surface and Early Years play area. This will be investigated further as CIL restrictions may prevent a donation. CIL reps will be invited to a meeting to consolidate our information.
  - 4) Disabled access to the Patch. Request from Parishioner for Matting between the entrance to the PATCH and the footpath would require permission from the land owner. Quotes can be investigated.
  - 5) Village sign. Quotes are being collated.
  - 6) Village green furniture. Quotes are being collated.

7) All Weather Courts. This would be prohibitively expensive and the Green is not owned by the village.

**184. Play Area/Skatepark, To Receive the monthly update.**

SR reported that some of the fencing has been broken. She will discuss with TSSC to see if there are any spare slats available and attempt a repair. If not, a new panel may be required. **NOTED**

**Planning**

**185. To Note the following Planning Notifications.**

a) **Tree Preservation** Order no. 20s18. **NOTED**

b) **P20/S4277/DIS**: Mount Hill Farm High Street Tetsworth Oxfordshire (The Grange). Discharge of condition 8 - contaminated land verification report on application P14/S3524/O. **NOTED**

c) **P20/S0981/O** Mount Hill Farm 19 High Street Tetsworth OX9 7AD. Demolition of existing buildings and erection of a two-storey detached dwelling with access, garaging/parking and amenity space. Permission Granted. **NOTED**

d) **P20/S3975/SCR Environmental Impact Assessment Screening Opinion (Information only)**. Proposed Dodwells Solar Farm, Land north of the A40 between Milton Common and Tetsworth. **NOTED**

e) **P19/S2916/FUL** and **P19/S2917/LB** Land to the rear of The Swan 5 High Street Tetsworth OX9 7AB. 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 (As supported by Heritage Appraisal and Impact Assessment, Jan 2020) (As amended by plans 6 October 2020 to redesign the dwellings and by plans 13 October 2020 to use fencing within the root protection area of protected Oak tree). Permissions Granted. **NOTED**

**There was additional concern raised by a parishioner that modifications have been made to an annex to the main building, which is listed, that do not appear to have planning permission. HC to Investigate.**

f) **Application No: P20/S0263/FUL** Moreton Field Farm Moreton OX9 2HT. Conversion of one barn and one stable block into two separate dwellings, with associated landscaped areas and off-road parking (additional contaminated land assessment received 15th July 2020, barn owl survey received 21st July 2020 and additional bat surveys received 18th September 2020). Permission Granted. **NOTED**

**186. To Discuss the following Planning Application**

**P20/S4389/FUL** Horseshoe House Stoke Talmage Road Tetsworth OX9 7BU. Erection of a new dwelling & the removal of the existing dwelling. **FULLY SUPPORTS -NO OBJECTIONS**

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

**P20/S2837/HH**, for development work at the following location: Northview Cottage 26 Back Street Tetsworth. Alterations to Porch. Permission Granted. **NOTED**

**188. To Discuss Tetsworth Neighbourhood Plan**

JG Reported that the examiner should proceed now with his report for us, following the confirmation that the local plan is now to be adopted. TPC will be notified shortly of any changes that may be necessary.

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

a) Fallen Tree branch and other tree maintenance. **RESOLVED** - DTC have removed the debris and made the area safe.

b) Annual Village Green Meeting postponement. Due to the pandemic, it will be impossible to conduct this meeting in the foreseeable future. HC will contact those involved when restrictions have been lifted.

**NOTED**

**190. Website** – PGC Confirmed that the website is up to date. **NOTED**

**191. Highways & Byways**

a) A40 works completion. The road is now open as usual. **NOTED**

b) Road Closure: Salt Lane, Postcombe - 1 Feb 21 - 5 Feb 21. **NOTED**

c) Road Closure: B4012, Thame Road, Tetsworth - 8 Feb 21 to 11 Jun 21. **NOTED**

d) Oxfordshire Way: Request from parishioner for dog access at the gate/stile out of the village from Chiltern View/Parkers Hill. This is one of the 3 kissing gates previously suggested for CIL funding.

e) Judds Lane. Recent correspondence and evidence have been forwarded to the local authority – **NOTED**  
PGC will check that the 'no through road' signage is replaced for the nearby road closures in February.

**192. Correspondence**

a) Councillor Community Grant Scheme - **NOTED**. CN to confirm that TPC could apply for this for the noticeboard.

b) Further Correspondence in respect of Land to the rear of 8 Marsh End (Previous minute 205/20). The owners of the land were advised by email that; Tetsworth Parish Council has investigated the laws and regulations pertaining to common land issued by both the Government and Oxfordshire County Council. Tetsworth Parish Council cannot permit access to Tetsworth Common to put a fence around their property. There are a number of laws that apply to the Council as 'owner in possession'. The most relevant is that vehicular access to common land is not allowed except in a few very limited cases. There are other limits on what can and cannot be allowed in terms of where a fence might go. The map of Tetsworth Common that is used by Oxfordshire County Council, defines its boundaries for registration under CL100. It shows the boundary to be outside the ditch all the way around the Common; the boundary presumption concerning hedges and ditches would not apply in this case, as there is a hedge on both sides of the ditch and no mound to indicate which hedge might have been planted as a result of the digging of the ditch.

The hedge, at least on the Common side of the ditch, counts as a countryside hedgerow and is protected from damage by virtue of both its length and the fact that it is on common land. It would not be possible to work through it without such damage being caused. The Law of Property Act 1925 (Section 194) makes it illegal to erect a fence on common land, which in this case would also enclose 100-200 square metres of the common land occupied by the hedge. For both of these reasons, a fence could not go on the Common side of the hedge either.

As yet no response has been received from the land owner – **NOTED**. HC will send a formal letter.

c) Licensing Survey – **NOTED & COMPLETED**.

d) Free Christmas Parking in the run up to Christmas at park & rides and authority car parks – **NOTED**.

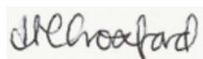
e) Communications Covid update – **NOTED**.

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

**194. Date of the next meeting 11<sup>th</sup> January 2021 at 7.30pm**

**195. Meeting Closed 21.33pm**

**196. Open Forum**



Helen Croxford Clerk & RFO