

Tetsworth Parish Council

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Minutes of the Virtual Meeting of Tetsworth Parish Council Held at 7.30pm on Monday 8th February 2021

Present:

Chair Cllr. Paul Carr (PC)
Vice Chair Cllr. Seb Mossop (SM)
Cllr. Susan Rufus (SR)
Cllr. Christopher Thompson (CT)
Cllr. Sanjiv (Kim) Bhagat (SKB)
Cllr Karen Bennett. (KB)
C. Cllr. Jeanette Matelot (JM)

Officer: Helen Croxford (HC)

Members of the public: 2

Apologies for Absence: D.Cllr. Caroline Newton (CN)

224. 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**

225. To Approve the Minutes of the Council Meeting held on 11th January 2021 for signing.

UNANIMOUSLY AGREED

226. To Approve the Minutes of the Extraordinary Council Meeting held on 18th January 2021 for signing. **UNANIMOUSLY AGREED**

227. Matters arising from the minutes not on the Agenda. **NONE**

228. Public Questions. **NONE**

229. Update of Actions List

Ref.	Action Required	Resp	Progress
23/17	Enforcement of hedge replacement at 31 Marsh End	PGC	The hedge is beginning to grow back. Review in April.
87/17	Footpath at Attington Stud FP58. Path rerouted. No planning application submitted.	PGC	PGC has contacted Jackie Smith at OCC but she is off sick at present. ONGOING.

85/19	New Notice Board	HC	HC has applied for the Grant from SODC. The board cannot be purchased until this has been processed. ONGOING
88/19	Community Speed Watch	PGC	Due to the current lockdown this is on hold again. ONGOING
47/19	Upgrade to Antivirus software for TPC Laptop, Outlook monitoring & General Laptop tuning.	HC/CT	HC has approached SKP Solutions for advice, no response yet. CT will prep a protocol for the needs of the laptop for replacement. JM will investigate possible hardware and support packages through the local authority. ONGOING.
218a/20	SE19/341 Land North of A40 Adjacent to the Gate House	SR/CN	SODC Enforcement will be issued tomorrow. ONGOING
117e/20	Pond Villa	SM	On hold due to Covid. REVIEW IN APRIL.
183g/20	CIL Funding	TPC	<p>CIL Costings and Progress</p> <p>1)Zebra crossing - £42,000 too expensive unless OCC Highways provides funding.</p> <p>2)Wicket gates - £2,000 for 4, 2 at each end, plus signage. JM suggested TPC apply for funds from her Grant fund. HC to make an application.</p> <p>3)Trim trail for Tetsworth Primary £13200.00 - awaiting details on eligibility.</p> <p>4)Path to patch. Requires landowner permission. Costs to be investigated prior to contacting.</p> <p>5)Village sign £3000.00-£4600.00</p> <p>6)Benches on the Green £450-£550 each depending on type.</p> <p>8) Kissing Gates on Oxfordshire way previously discussed in minute 191d/20 - £1000 for 4. ONGOING</p> <p>PGC proposed councillors rank each item in order of preference for next meeting taking into account once full cost requested by TMH have been received - UNANIMOUSLY AGREED.</p>

230. County Councillors Report – Jeanette Matelot

Chiltern View Flooding

Jamie Raffell has asked for the gullies to be cleansed here within 28 days. If there is still flooding once this is done, then he will need to investigate further as there could be issues somewhere within the system. 28 days means it's in Category 2. A reminder of the categories-works to be done:

Cat 1 Within 2 to 24 hours.

Cat 2 Within 28 days.

Cat 3 Will go into the highways programme.

Footpath to Milton Common and Postcombe

The footpath has been cleared to the boundary edges. I have contacted my colleague Steve Harrod, County councillor for Postcombe and Milton Common to ask him to press for the whole path to be cleared.

Pedestrian Crossing

I would like to invite Ralph Green to come and meet representatives from the PC to talk about the possibilities of having a pedestrian crossing opposite the Green.

HC will email the quotations for the Wicket gates and the Zebra Crossing reports from highways.

231. District Councillors Report - NONE

232. Parish Councillors Report - NONE

Finance

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

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

Wiseserve (Email Domain)	£4.80
Robert McNaughton (Donation - Santa Suit Hire)	£45.00
The Sign Shed (PATCH Covid signs)	£94.86
Scoop Dotty Dog (Dog Waste Collection)	£20.10
Paul Carr (Zoom Invoice)	£14.39
H. Croxford (Clerk)	£603.58
HMRC (Clerk)	£134.40
UNANIMOUSLY AGREED	

235. To Discuss/Note:

a) **Discuss** the addition of a second signatory to approve electronic bank transactions.

PGC will make adjustments to the online account once HC has made this month's payments – UNANIMOUSLY AGREED

b) **Note** the Wayleave from SSE. £62.88 Received into TPC account. **NOTED**

c) **Discuss** request for further funding from Tetsworth Memorial Hall. Due to Covid, grants that were in place for the ongoing refurbishment have fallen through. TMH now need £27380.00 in order to complete the works. CC provided a detailed report of the individual costs involved. This is to be added to the CIL funding ranking for the next meeting.

d) **Note** submission of VAT return. HC Confirmed claim has been submitted. **NOTED**

e) **Note** the error corrections on Clerk invoices for Nov 2020 and Dec 2020.

This month's invoice has been adjusted to reflect an overpayment of £10.98 and the under-claim in the insta ink payment of £2.00. HC confirmed that to date only hours worked have been claimed for and the adjustment discussed in minute 183b/20 is not required. HC will continue to claim only for hours worked. The invoice dated 30.12.2020 - Pay adjustment for the working days above 4 weeks £168.00 – Now corresponds to 14 hours overtime worked. **UNANIMOUSLY AGREED.**

f) **Confirm** earmarked fund projections for April 2021. Councillors to check the spreadsheets in detail and report at the next meeting.

236. Play Area/Skatepark

a) **To Receive** Monthly Update. All inspections complete and up to date. **NOTED**

b) **To Discuss** annual PATCH inspection (Rolling Contract agreed 19c/20) Inspection is planned for some time this month at a cost of £67.50 x 2. Play Inspection Co. notified TPC that next years inspection would increase to £69.50 x 2. **UNANIMOUSLY AGREED.**

Planning

237. To Discuss/Note the following Planning Applications and amendments.

a) Discuss - Application Reference: P21/S0141/HH (Householder) Application Type: Minor Proposal: Single storey extension and loft conversion Address: 26 The Laurels Tetsworth Thame OX9 7BH.
SUPPORTS – NO OBJECTIONS

b) Note - Planning application amendment (no. 2), on application P20/S3244/45 FUL, for development work at the following location: Land to the North West of Stoke Talmage. **NOTED**

c) Discuss - Application Reference: P21/S0151/FUL (Full Application) Application Type: Minor Proposal: Change of use of outside timber frame with render games room into liveable accommodation for an elderly relative. Address: 55 High Street Tetsworth OX9 7BS.
SUPPORTS - NO OBJECTIONS

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

Application received after agenda publication. **Application Reference: P21/S0219/FUL (Full Application)** Application Type: Minor Proposal: Extension to an existing building for general agricultural use. Address: Spencers Farm Marsh End Tetsworth OX8 7AU **Extension requested for discussion at March meeting. Noted.**

239. To Discuss Tetsworth Neighbourhood Plan.

JG requested that amendments made in the draft referendum V2 be approved. **UNANIMOUSLY AGREED.** HC to email confirmation to Ricardo at SODC. JG & PGC to attend upcoming meeting for next steps in the process to referendum.

240. To Consider any issues about the village environment - **NONE**

241. Website - **NONE**

242. Highways & Byways

a) Note - Temporary Traffic Regulation Order – S14 Road Traffic Regulation Act 1984 Temporary Road Closure at Tetsworth, Thame Road (B4012) Amended start and end date. **NOTED.**
b) Discuss - Official Naming of Judds Lane. TPC acknowledged that the lane known locally will be officially named as Judds Lane as per highways protocols. **UNANIMOUSLY AGREED.**

243. Correspondence

a) Note - Statement from Cllr Sue Cooper, Leader of South Oxfordshire District Council dated 15.01.2021 **NOTED AND COMPLIED.**
b) Note - Sydenham Neighbourhood Plan: proposal to deviate from the examiner's recommendations - Dated 15.01.2021 **NOTED**
c) Note - SODC Climate Action Update – Dated 20.01.2021 **NOTED**
d) Note - Communications SODC Updates – Covid Update/S106/Winter Grant Scheme/Track and Trace system/Vaccination update – Dated 21/27/29.01.2021. Social Media and website updated. **NOTED**

244. Items for Next Agenda Not Already Mentioned

New dog waste bin on Judds Lane

Dog Fowling Signs and signs for PATCH benches

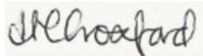
Alleged illegal accommodation on property off Judds Lane

Overgrown Hedges, Paths & Litter

245. Date of the next meeting 8th March 2021 at 7.30pm

246. Meeting closed 21.25pm

247. Open Forum



Helen Croxford Clerk & RFO