

**To members of Tetsworth Parish  
Council. You are hereby  
summoned to attend the next  
meeting of  
Tetsworth Parish Council  
Memorial Hall, Tetsworth  
at 7:30pm on Monday 9th April 2018  
Members of the public and press are welcome to attend.**

**A G E N D A**

1. **Apologies for Absence**
2. **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*
3. **Minutes of the Council Meeting held on the 12th March 2018 to be signed as a correct record**
4. **Matters arising from the minutes not on the Agenda**
5. **Public Questions**
6. **Update of Actions List**

Ref.	Action Required	Resp	Progress
40/15	The task of undertaking the tree survey in future will be passed to H.D.	HD/AM	HD will liaise with AM in March/April
32/16	Land off A40 Tetsworth Oxon. Without planning permission the material change of use from agriculture to waste transfer station. SE18/112 Enforcement investigation.	KH	Case Officer: Jeremy Peter Site visited 7/3/18. Photos taken. Diggers removed, large bund covered with top soil. Rest of area flattened. KH to attempt better access to site for JP, liaise with case officer and report back JP intends to close the case – no breach of planning.
22/17	Properties beside the ditch on the Green would be contacted about the responsibility of maintaining the ditch and hedge	KH	KH to contact the owner of the Green - Actioned and to speak to the owner of the Swan.
23/17	To continue to pursue the enforcement of the hedge removal on the Common/ 31Marsh End.  Actions to be carried out: Confirmation of boundary - SODC are responsible for historic hedge. Householder will be told to submit retrospective planning application to SODC .	MS	Jeanette Matelot/Caroline Newton to chase up. Still awaiting an update.  Document from Bullingdon RDC Commons Act 1899 scheme for the regulation & management of Tetsworth Village Green Common states it is forbidden to remove trees. Does this apply to the Common? Further investigation required. AM to send a copy to CN at SODC with list of questions to be answered.

	Hedge to be replanted and bridge removed. - SODC Once this is done TPC solicitor to write to all with boundaries to the Common to remind them that they cannot remove the hedge and must block their access to the Common.		
29/17	To combine all documentation relating to common land, grazing rights, access, trees etc to be retrieved from the archives, collated and all agreements finalised. Cost £25-£75	MS & KH	MS & KH will look into scanning the documents. Cost £25-£75. Docs to be loaded onto website.
87/17	Footpath at Attington Stud. Path rerouted. No planning application submitted.	KH	Clerk sent Jonathan Beale a map of footpaths showing the blockages/problems with the paths. JB will action this when he can. KH will contact JB to chase up.
155/17	To arrange a meeting with all concerned parties who have an interest in the village green. Clarification required on hedges ditches and responsibilities.	CD	It was agreed to arrange a meeting with the Green Committee, TPC & TSSC before the next PC meeting to discuss & clarify everyone's role.
224/18	Skate Ramp – KH to contact Fearless Ramps to ask them to do an annual check.	CD	Fearless Ramps to carry out annual maintenance in March/April
230/18	Road drains in Marsh End need clearing	CD	Clerk has written to K. Stenning Highways & is awaiting a response.
251/18b	GDPR to be researched to ensure compliancy before the deadline of 25/5/18	All	GDPR - Privacy notices to be supplied to Councillors & residents who are contacted on a regular basis.
259/18	Thames Water have dug up the litter bin in Elms Close to install an inspection cover. Clerk to contact Thames Water	CD	Clerk has written to Thames Water. Awaiting a reply. Bin to be reinstated w/c 26/3/18
262/18	Village rents have not been collected.	AM	AM to investigate for discussion at next PC meeting.
263/18	DTC to remove tree swings.	CD	CD to request removal when next working in the village.
267/18	Van camping overnight in TSSC carpark	CD	PCSO contacted. Will check it out. CD to chase up.
293/18	Forest School to be asked to remove the ribbons tied to the trees at the entrance to the site.	AM	AM has sent emails to the Forest School requesting removal of the ribbons.
295/18	Clerk to request to be included on all Haseley Brook Action Group correspondence	CD	Actioned. No reply but emails being received.

7. **To receive** District Councillors Report
8. **To receive** County Councillors Report
9. **To receive** reports from Parish Councillors

#### **Finance**

10. **To Receive** and approve the monthly financial report and the final annual accounts.
11. **To Approve** expenditure and sign cheques/approve electronic payment

**K. Harris Expenses £20.00**

**SODC Dog Bins £37.68**

**C. Devey Wages & Expenses £418.34**

**Creative Play £9300.00**

**Annual Sub - Community First Oxfordshire £55.00**

**SKP Solutions £115.06**

**12 To Note** 2% pay increase for the clerk from April 2018.

**13. To Discuss** Annual Governance & Accountability Return

**14. To Approve** changes to Financial Regulations, Standing Orders, Risk Assessment & Asset Register

**Financial Regulations – No Changes**

**Standing Orders - 3.b.viii** added to comply with GDPR

**Risk Assessment –**

1.5 February 2017 added

2.8 Name & address of Clerk & RFO amended

3.2 Inspection of Skate Park. The Play Inspection company changed to Fearless Ramps

PATCH maintenance - Ad Hoc

External Auditor – Moore Stephens

Clerk – Clare Devey

3.5 Remove “at least annually”

4.4 GDPR section included

8.2 Add Fearless Ramps

**Asset Register** Valuations amended to reflect current insurance values.

#### **PATCH/Skatepark**

**15.To Discuss** Fundraising plans and for the working party to give their report.

#### **Planning**

**To DISCUSS the following planning appeals and applications and approve any actions as required:**

#### **16. Application Reference P18/S0973/FUL**

Change of use from agriculture to gypsy and traveller site providing 12 individual plots.

Location: Land adjacent to London Road Tetsworth Oxon

#### **17. Application Reference: P18/S0953/FUL**

Address: Spencers Farm Marsh End Tetsworth OX9 7AU

Steel portal framed cattle yard

#### **18. Application Reference: P18/S0750/HH**

Address: Medina Cottage 48A High Street Tetsworth OX9 7AS

Addition of a single storey ground floor extension. Garage conversion and a new window to the front elevation

**To Note** that the parish council **resolved** to approve the planning application. Response sent 13.3.2018

#### **19. Appeal for P16/S2350/O - 60 dwellings - High Street, Tetsworth**

**To Discuss** and update the community.

Strutt & Parker Letter dated 26/3/2018

SODC Letter dated 28/3/2018

**To Discuss** Further Planning Considerations at the meeting

#### **20. Application No P18/S0513/RM Mount Hill Farm Tetsworth**

Reserved Matters application following Outline Permission P14/S3524/O for the approval of landscaping, layout, appearance and scale and associated works (As amended by plans accompanying Agents email dated 27 March 2018). (Erection of 39 dwellings with associated parking, new vehicular access and estate roads and a new school building and associated outdoor space).

**To Discuss** the meeting held with Croudace Homes and the revised site layout.  
**To Discuss** a possible new street name for the Mount Hill Farm Development

21. Oxford/Cambridge Expressway.

It was agreed that we need someone from the village to act as our representative for the O2C Expressway. Report on meeting held 29/3/18 at Cuddesdon Village hall attended by KH & JG

**To NOTE Planning Decisions made by SODC:**

22. Application No P18/S0417/HH

Application proposal, including any amendments : Conversion of garage loft space to create annex accommodation to be used ancillary to Homelea. (As per amended plans received 01.03.2018)

Site Location : Home Lea 22 High Street Tetsworth OX9 7AS

**Application approved** by SODC. Parish council supported the application

23 **To Receive an update on the Tetsworth Neighborhood Plan**

24 **To Consider any issues about the Village Environment.**

Business activity at Manor Farm  
Red Lion PH -community asset needs to be renewed.  
Salt Bin refill and locations.  
TSSC PAT testing  
CIL File  
Cobble paths – should they be listed?  
Mobile Post Office

25 **Correspondence**

- a. Restoring the Record – Rights of way training days
- b. Tesco Bags of Help
- c. OALC Newsletter March.
- d. Ox-Cam Expressway Corridor
- e. EAG Agenda 29/3/2018
- f. Compost giveaway.

26 **Other Matters for discussion.**

27 **Date of the Next Meeting.**

28 **To Close the Meeting**

29 **Open Forum.**