

To members of the public and press.
 You are invited to attend the Parish Council meeting, detailed below

**Tetsworth Parish Council
 Memorial Hall, Tetsworth
 at 7.30pm on Monday 11th September 2017**

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 7th August 2017 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
040/15	MS /AM will complete a quick survey to check there are no changes in the condition of the trees	AM/MS	This will now be incorporated into the document for all TPCs green spaces, assets, agreements etc. The last survey was completed in 2016. MS /AM will complete a quick survey to check there are no changes in the condition of the trees.
32/16	Contact OCC Environment over materials at the Gate House development site. Ask for an FOI on Case no ON318142 KH to chase up with SODC enforcement	KH	FOI issued. Information will be received by 20 July 2017. Chris Hodgkinson visited site 26 June 2017. The material tipped did not constitute waste. He proposed we contact SODC to check the planning application had not been contravened.

86/16	Parkers Hill Hedges on RHS.	CD	Reassess hedge growth at the end of bird nesting season. To be completed in Sept 2017 Swan Gardens quoted £120 labour plus cost of hire of skip to take all hedges back to the wall. CD to contact SOHA to ask if they are still responsible.
22/17	Properties beside the ditch on the Green would be contacted about the responsibilities to maintain the ditch.	KH	KH to visit Mr Keane the owner of the Swan.
23/17	To continue to pursue the enforcement of the hedge removal on the Common.	MS	MS spoke to Emma Turner SODC. Confirmed that the building was not within permitted development rights. Actions to be carried out: Confirmation of boundary- SODC are responsible for historic hedge. Likely outcome. Householder requested to submit retrospective planning application- SODC . Hedge to be replanted and bridge removed. SODC Write to all with boundaries to the Common to remind that they cannot remove the hedge TPC
24/17	Commit purchasing up to 15 copies of the War Memorial booklet at a maximum cost of £150 Noted that grants are available to improve/repair War Memorial. Item for next Agenda	Clerk	Oct
25/17	To Re-Advertise for a parish councillor on the noticeboard, newsletter and website	Clerk	CD to be given website training by Sarah Pullen.
27/17	Ensure parish council website is compliant with the Transparency Code. To be completed with assistance from Sarah Pullen or KH.	Clerk	Minutes, Agenda & Accounts are now on website. CD to be given training.

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.	MS & AM	MS & AM to work on this throughout the year. Room in Memorial Hall to be made available to assist in checking the archives.
65/17	A Community plan in case of emergency should be established. (Town & Parish resilience)	PC	Liaise with the Memorial Hall for access. Create an action plan.
75/17	Ditch & Culvert at entrance to Marsh End.	CD	To contact OCC Highways again to check progress.
77/17	NHPT Poster for notice board to be requested.	CD	CD to contact the local Neighbourhood policing team.
85/17	Willow trees at NE Corner of the Green	CD	Await site visit by Tree Officer from SODC
87/17	Footpath at Attington Stud. Path rerouted. No planning application submitted.	KH	KH to contact Jonathan Beale – footpath officer for OCC

7. To receive District Councillors Report
8. To receive County Councillors report
9. To receive reports from Parish Councillors
10. To receive information from the Parish Council's solicitors relating to Knapp Cottage.

Finance.

11.
 - i To receive and approve the monthly financial report.
 - ii To complete the quarterly internal check list.
 - iii To receive BDO return of Audit
 - iv To look at reallocating budgets.
12. To approve expenditure and sign cheques/approve electronic payment.

Data Protection Registration by DD	£35.00 on 15/09/2017
C Devey Wages Aug & Sept + expenses	£732.75
R Mead Skip Hire	£288.00
BDO	£360.00

13. **PATCH/Skatepark**

Update from MS on grant applications
Fundraising plans.

Planning

14. **To Discuss the following planning appeals and approve any actions as required:**

P15/S3936/FUL Land adjacent to London Road Tetsworth OX9 7BB

Change of use from agricultural land to provide; Proposed traveler site with provision for twelve individual plots with individual parking, individual amenity, shared paddock / amenity space and bin storage areas.

Appeal for P16/S2350/O - 60 dwellings - High Street, Tetsworth

The appeal is to be heard at a public inquiry. SODC agree that this is the most appropriate procedure given the scale of the development and level of public interest in the proposal. The appeal has not yet been given a 'start date' and there have been no discussions around a likely inquiry date. The Planning Inspectorate should shortly be formally starting the appeal process and SODC will then send out notifications to inform any interested parties.

15 **Planning correspondence received.**

P16/S2957/FUL Mounthill Farm, Tetsworth

Enforcement advised by Davina Sarac Planning Officer that a Laurel hedge and post & rail fence has been removed from the above site despite being shown on the approved plan PD01 rev D as being retained.

TPC to be kept informed.

16 **Planning Decisions**

Application No : P17/S2372/HH - Approved

Application proposal, including any amendments : Proposed garden room for ancillary domestic use.

Site Location : 80 High Street Tetsworth OX9 7AE

Further Planning Considerations to be discussed at the meeting.

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

18 To Consider any issues about the Village Environment.

19 Correspondence

5 items by email attached to Agenda.

**Clerks & Council Direct Newsletter
Open Spaces Welcome Pack
OCC Waste Management Poster
River Thame Conservation Trust
Oxfordshire Age UK**

20 Other Matters for discussion.

21 Date of the Next Meeting.

22 To Close the Meeting

23 Open Forum.