

**Minutes of the Meeting of  
Tetsworth Parish Council  
Held in the Memorial Hall  
at 7.30pm on Monday 8<sup>th</sup> July 2013**

---

**Present:** Cllr. Karen Harris (KH) – Chair  
Cllr. Alan Martin (AM)  
Cllr. Hazel Bottone (HB)  
Cllr. Jane Bowers (JB)  
Cllr. Paul Margan (PM)  
Cllr. Marjorie Sanders (MS)

**Officer:** Sarah Pullen

**Members of the Public:** There was 2

116/13 Apologies for Absence  
Cllr. Dorothy Brown, David Wilmshurst

117/13 To receive Declarations of Interest  
*To receive any declarations of interest from Councillors relating to items to be considered at the meeting in accordance with the provisions of the Councils Local Code of Conduct.*  
There were none.

118/13 Minutes of the Council Meeting held on Monday 10<sup>th</sup> June 2013 to be signed as a correct record.  
**Resolved:** That these minutes are a correct record and that they be signed by the Chairman.

119/13 Matters arising from the minutes/Actions List  
There were no matters arising from the minutes  
The actions list was updated (attached).

017 Anthony Bottone is still chasing the TSSC for the required documentation. Some the existing certification is still in date. However, the TSSC are still rectifying actions from electrical checks. They have also confirmed that they are redoing their Risk Assessment. HB to check if they have up to date PAT testing.

021 KH has contacted Fearless Ramps. They will come to inspect the Skatepark before the school holidays and will advise what is required to bring to standard.

023 The Bus Shelter needs pressure washing which AM will do. KH will get no smoking signs required.

026 Signage for the Skatepark has been put up.

029 KH confirmed that she has contacted Jason Abbott regarding the ditch that has been bridged adjacent to a gate into The Swan. Jason feels that this is not his responsibility and does not require that gate to be used. KH will try to arrange a digger to do this.

031 The Land behind The Green was inspected by KH, MS, HB and JB. Our trees are doing very well, but we need to organise another working party. We will need to liaise with David Nixey. There is a need to remove the self-set trees in the area and weed around our trees. It was noted that a poly tunnel has been erected in the land adjacent to this.

032 KH requested that all Councillors check the salt bins before the September meeting. HB reported that there is a hole in the salt bin in The Laurels.

120/13 District Councillors Report  
There was no report.

121/13 County Councillors Report  
There was no report.

122/13 To receive the Monthly Financial Report  
**Balance at Bank 30<sup>th</sup> June 2013 - £11,486.67**

The Clerk reported that we are still waiting for the TSSC to refund the Insurance.

#### **Clerks Contract**

The Clerk distributed a copy of the Clerks Contract for review. JB has sent to a colleague to review. KH noted the following:

We should check our public liability insurance to check that The Clerk is covered to work from her home office.

The Clerk should have an annual appraisal.

A Risk Assessment should be carried out at the Clerks home office.

#### **Risk Assessment**

It was noted that the Public Works Loan should be added to the TPC Risk Assessment.

123/13 To approve Expenditure and sign the following cheques:

Devey Tree Care	£240.00
M40 CEG	£100.00
Tetsworth Trust	£100.00
Tetsworth Senior Citizens Party	£200.00
Tetsworth Primary School	£175.00

**Resolved:** To accept the above expenditure - UNANIMOUS

124/13 PATCH/Skatepark  
HB reported that PATCH needs weeding and a rake over now that the bark has dried out.

We are awaiting an inspection from Fearless Ramps to advise on works required.

125/13 Memorial Hall  
AM reported that the Builder has now left site and that the committee have accepted responsibility for some of the work including the extra painting required. The Building Inspector has signed off. There is a regular antiques market starting next weekend which will be monthly until Christmas. The Hall is now VAT registered and will now charge VAT. They are awaiting a fire inspection and the insurance for the new building is being assessed.  
It was unanimously agreed that the Memorial Hall Committee has done a fantastic job.

126/13 Planning Applications  
**Planning Applications:**  
**P13/S1796/LB** 42a High Street, Tetsworth OX9 7AS  
Retrospective consent to regularise the existing rear porch, rear timber fence and internal timber stud partition.  
**Approved – UNANIMOUS**

**P13/S1331/RET** (Retrospective) The Oxfordshire Golf Club, Rycote Lane, Near Tetsworth. OX9 2PU

Retention of 6 x 70w security lights to car park.

**Refused: UNANIMOUS**

Appeal decision reference: APP/Q3115/A/07/2057512 June 2008 by Andrew Jeyes.

Schedule of Conditions para 7. No development shall take place until the detailed specification of any external lighting of or on the building and extensions hereby permitted or other parts of the application site has been submitted to and approved in writing by the local authority planning authority. The details shall include times of operation of all external lights.

Development shall be carried out in accordance with approved details and all external lighting shall only be operated in accordance with approved times of operations.

The problem lights have 4 bulbs on each of the 6 poles and are considered to be more powerful than the 70w each claimed on the application.

The light pollution affects properties in Morton and is clearly visible in Tetsworth and from the M40 motorway. Not all affected local properties have been notified of this application.

There is no evidence that vandalism is a problem in this area.

**P13/S1661/LB** (LBC) Attington Toll House, Thame Rd, Tetsworth. OX9 7DA

Reconstruction and retiling of main (Turret) and rear roofs.

**Approved: UNANIMOUS**

**P13/S1836/FUL** Attington Stud, Tetsworth

Field access to the B4012

**Approved: UNANIMOUS**

**P13/S1908/FUL** Moreton Field Farm, Moreton

Change of use from ancillary accommodation to single dwelling, with erection of entrance hall and utility, insertion of three new ground floor windows and two new rooflights serving an additional bedroom, a new lean-to extension housing entrance and utility, and installation of new oil tank.

**Approved: UNANIMOUS**

127/13

Village Environment

**Fix My Street**

We have put a link on our website to the SODC 'Fix My Street' portal for anyone who wishes to report pot holes to Highways. This site can be used to track the repair.

**Trees adjacent to 14 The Laurels, Tetsworth**

KH reported that during the month there was an on site meeting with a Loss Adjustor to have a look at the trees adjacent to 14 The Laurels. However, the Councillors were expecting a written report from the Loss Adjustor, which the Clerk has chased. The Loss Adjustor does not produce a written report. There was a lengthy discussion about the removal of the trees. The owner of the property was also present at the meeting. It was strongly felt that the Councillors have a duty to ensure that all possibilities were investigated before giving any permission for trees to be removed. It was also noted that the insurance company Aviva were acting on behalf of both parties involved.

The councillors also considered that any decisions made now would have an impact on any future claims, insurance premiums and potential future damage.

**Resolved:** To give permission for the removal of all the Ash Trees but NOT for the removal of the Horse Chestnut Tree. It was noted that there are insufficient funds for the TPC to fund this, and it was agreed to seek payment for these works from the Insurance Company. It was also unanimously agreed to look at planting trees within the village to replace these.

**Green Waste on the Green**

Following the Litter Pick day there is a huge amount of green waste on the edge of The Green. It

was hoped that Biffa may be able to collect this. However, we have now received confirmation that there is too much and that we must seek another way to dispose of it. It was agreed to speak with Owain Devey to obtain a quotation for removal and to also speak with David Nixey to see if he can assist.

128/13 Community Led Plan

The launch of the Community Led Plan will coincide with the Village Hall opening and Flower Show Day. As soon as a date for this is confirmed we can start planning in more detail.

**Broadband News**

JB reported that there has been an update on providers for Fibre Broadband, which at the moment is only British Telecom. There will be no more news until the end of July.

129/13 Common and Parish Land

**Knapp Cottage**

AM reported that he has a meeting scheduled this week with Mr Honniball and will report back next meeting.

130/13 Correspondence

**Community Emergency Plan**

Was completed with emergency contact details.

131/13 Other Matters for Discussion

It was noted that on a Thursday evening there is often a lot of parked cars outside the Memorial Hall when the Scallywags Dog Training is taking place. There were also reports of Dog Fouling and the use of the wrong bins for this. The Clerk to report to the PCSO.

132/13 Date of Next Meeting

Monday September 9<sup>th</sup> – 7.30pm

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.24pm**