

**Minutes of the Meeting of
Tetsworth Parish Council
Held in the Memorial Hall
at 7.30pm on Monday 23th November 2015**

Present: Cllr. Karen Harris (KH) – Chair
Cllr. Hazel Bottone (HB)
Cllr Paul Carr (PC)
Cllr. Alan Martin (AM)
Cllr. Marjorie Sanders (MS)

Minutes Clerk: John Gilbert (JG)

In Attendance: Cllr David Wilmshurst (DW) (OCC)

Members of the Public: There were 7

181/15 Apologies for Absence
Cllr. Ted Peycke (TP)
Cllr. Stephen Harrod (SH) (SODC)

182/15 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.
KH, as a potentially affected neighbour, signed a Declaration of Interest in consideration of planning applications relating to Mount Hill Farm.

183/15 Minutes of the Council Annual Meeting held on Monday 12th October 2015 to be signed as a correct record
Resolved: That these minutes are a correct record and that they be signed by the Chairman – UNANIMOUS.

184/15 Matters arising from the Minutes (not on the agenda)
There were none.

185/15 Public Questions
There were none.

186/15 County Councillor's Report
DW summarised his written report which concentrated on the following issues:

- The need for Oxfordshire County Council (OCC) to make further budget savings of £50M over the next 4 years – on top of £300M savings already planned.
- Potential delegation of minor environmental services currently provided by OCC to parishes under the Oxfordshire Together initiative.
- Satisfactory roll-out of the Better Broadband for Oxfordshire programme.

Councillors advised DW of their concerns over the following issues:

- Absence of a fibre-optic link for Superfast Broadband in the eastern end of Tetsworth.
- The severe impact of withdrawal of bus subsidies on rural communities.
- The unrealistic expectation of more volunteering to provide services in small communities.

187/15 District Councillor's Report
KH summarised SH's written Monthly Report highlighting the following issues:

- The Haseley Brook ward had achieved 71% voter registration at the last canvass.
- The Go Active Gold scheme was being launched in January 2016 to provide sports/exercise sessions for the over-60s in rural areas.
- The imminent launch of LEADER funding under which projects to stimulate 'vibrant

villages' could qualify for grants.

- Recent SODC capital grants issued to support community projects included approximately £50K for improvement to Great Milton's play area.

188/15

Update of the Actions List

Ref.	Action Required	Resp.	Progress
011/15	Contact solicitor to verify map supplied for Turning Circle	KH	Awaiting access to Vesting Deed
026/15	Arrange preparation of priced transfer documentation for land at Knapp Cottage	AM	Awaiting Access to Vesting Deed
032/15	With support of Christine Tolson, develop plan for registration of all common and parish land with the Land Registry	KH	Plans/maps of registered and unregistered parish land obtained but Deeds still to be located
039/15	Arrange return of parish land documentation from Mr Honiball	PC	Return agreed but delivery awaited
040/15	Publish Parish Tree Report on Tetsworth Parish Council (TPC) Website	AM/KH	Plan requires revision to separate Parish and other public bodies' responsibilities for trees subject to Tree Preservation Orders (TPO)
041/15	Issue Allotment Tenancy Agreement to new tenant	KH	Signed by TPC, awaiting signature by tenant
042/15	Clarify need for solicitor support to Knapp Cottage land transfer	AM	Awaiting access to Vesting Deed
048/15	Negotiate Tenancy Agreement with Tetsworth Outdoor Learning Centre (TOLC)	MS	Signed by TPC, revised text awaiting TOLC signature
060/15	Place possible purchase of Council computer equipment on Feb 2016 Agenda	JG	Noted
069/15	Discuss option of including A40 verge cutting with village grass-cutting tender respondents	AM	Potential bidders advised. COMPLETE
070/15	Arrange meeting with OCC staff on possible delegation of responsibility for local services	KH	TPC participation in Oxfordshire Together scheme to be discussed at Dec 2015 meeting
074/15	Arrange 'Have Your Say' meeting with PCSO Jacky Madden	KH	Being considered by TVP, proposal awaited
075/15	Instruct RFO to transfer £120 from TPC Tree Maintenance to Skate-Ramp Restoration account heading	KH	Transfer actioned. COMPLETE

189/15

To Receive the Monthly Financial Report

KH advised that the invoice for dog waste bin emptying had been paid. Otherwise, the report was accepted without comment.

190/15

Review of Financial Issues
FY2016/17 Budget Planning

KH led the discussion by comparing actual and anticipated expenditure with budgeted funds for all line items in the FY2015/16 Budget. There were 2 notable variances. One involved the Skate-ramp for which repairs had resulted in the transfer of £1300 additional funding from the earmarked Youth Project sub-account. The other revealed a potential surplus of almost £3000 resulting from the continuing vacancy for a paid Parish Clerk.

The Council noted the likely extent of funds remaining at the year-end, freedom to increase the Parish Precept by 2% (or possibly more), and probable increases in the costs of purchased services in the coming year. Within this context, Councillors considered probable funding requirements for all line items in the FY2016/17 Budget. Informed by this discussion, KH agreed to prepare a formal Budget proposal for consideration by the Council at its December 2015 meeting.

Quickbooks On-Line Subscription

KH proposed that the RFO should use the Quickbooks On-Line application to manage the TPC accounts in full compliance with the Transparency Code and with less of an administrative burden. Subscription for use of the application would cost between £10 and £20 per month.

Resolved: To subscribe to Quickbooks On-Line to manage the Council's accounts at a cost of between £10 and £20 per month – UNANIMOUS

S137 Grant to South & Vale Carers' Centre

Councillors queried whether Tetsworth residents already do or could benefit from the services offered by the Centre. Councillors agreed to conduct informal investigations into actual or potential local benefit before considering a grant at the Council's December 2015 meeting.

191/15

To approve Expenditure and sign the following cheques:

Hazel Bottone (War Memorial support)	£25.99
Alan Martin (British Legion Remembrance wreath)	£100.00

Resolved: To accept the above expenditure and to pay by Bankers' Automated Clearance Service (BACS)/Cheque as required – UNANIMOUS.

192/15

PATCH/ Skate-park.

PATCH Repairs

KH reported that repairs identified by the annual inspection and remedial action needed to address general deterioration of an ageing facility were likely to cost at least £1000. The Council agreed to engage Dave Pullen to undertake the repairs and to seek volunteer support to help with tasks such as bark spreading and treating fencing with preservative.

Resolved: To engage Dave Pullen to undertake specified PATCH repairs and seek volunteer support for general remedial tasks – UNANIMOUS

Skate-Ramp Reinstatement

The Council had received an insurance payment of just over £2500 as a result of the vandalism damage claim. It was believed that Hazel Mann's 'Just Giving' initiative had so far raised approximately £1000, and donations from Owain Devey (£120) and Helen Thompson (£50) were swelling the funds available for Skate-ramp reinstatement. Residents of Victoria Gardens who had previously been affected by noise had also signalled their willingness to provide financial support to a reinstatement project. Additionally, a proportion of the earmarked Youth Project fund could also be allocated to a Skate-ramp project.

Initial estimates for repair of the current Skate-ramp had been around £2800, but a replacement facility, possibly re-sited along the edge of PATCH, would cost considerably more.

The Council agreed that parents, children and other interested residents should be invited to form a Skate-ramp reinstatement project team to develop and implement an affordable facility which was wanted by users and adult residents alike. Accordingly, Councillors agreed to invite Pippa Ashton and Hazel Mann to the December 2015 Council meeting with a view to their agreeing to form such a

sub-committee.

193/15 Planning

Planning Application:

P15/S3251/LB 76 High Street, Tetsworth OX9 7AE

Demolition of existing rear conservatory, replacement of existing windows and erection of replacement conservatory. MS had responded with the Council's agreement to APPROVE to meet the consultation deadline.

P15/3391/O Mount Hill Farm, 19 High Street, Tetsworth OX9 7AD

Erection of 2 detached 2-storey dwellings with access, parking and amenity space. MS had responded with the Council's agreement to REJECT on the grounds of access to meet the consultation deadline

P15/S3424/MPO Mount Hill Farm, 19 High Street, Tetsworth OX9 7AD

Modification or discharge of planning obligations for The Greyhound Kennels and Mount Hill Farmhouse to enable the latter to be sold separately. APPROVED - UNANIMOUS

Planning Decisions:

P15/S2794/LB (Listed Building Consent), John Peers House, 31 Chiltern View, Tetsworth
Window and door repair/replacement, fireplace replacement with stone hearth - GRANTED

P15/S2940/LB (Listed Building Consent), 9 Chiltern View, Tetsworth

Replacement of wooden casement window with new doorway and casement French doors – GRANTED

P15/S2852/LDE Swan Antique Centre, High St, Tetsworth

Chalet/mobile home for use by night watchman. Certificate of Lawful Use or Development - GRANTED

Planning Correspondence/Information:

An SODC letter on an updated Local List of Information Requirements was handed to MS to consider its implications for the Council.

The Council had received notification that the decision to REJECT the Mount Hill Farm planning application for erection of 39 dwellings and associated works (P14/S3524/O) had been APPEALED by the applicant and that the appeal would be heard at a Public Inquiry. The Council had previously supported the outline proposal and agreed to consider its position at its December 2015 meeting ahead of the consultation closure date of 24 December.

194/15

Village Environment

AM reported that he had received responses from 2 of the 3 potential bidders for next year's grass cutting contract and would hasten a response from the third. He also confirmed that the tender included cutting of the roadside verge of the village green.

The Council had been advised by residents and the Tetsworth Footpath Warden that uncleared dog fouling in public spaces continued to be an issue around the village. A Tetsworth Newsletter article on the subject had been drafted by JG and this was welcomed and endorsed by the Council.

195/15

Neighbourhood Planning (NP)

JG reported that SODC was actively encouraging parishes to develop NP in parallel with its own Local Plan 2031, and that additional funding to support their development was likely to

become available. He had written a Tetsworth Newsletter article on the subject and invited residents to let Councillors hear their views on a possible NP project for Tetsworth. There had been no response.

While this silence had been disappointing, JG agreed that he would liaise with the SODC NP staff to assess the level of effort that would be required to convert the Tetsworth Community Led Plan housing information into a NP.

- 196/15 Delegation of OCC-Provided Local Services
Councillors were still unclear on the scope, timing and next steps required to participate in OCC's Oxfordshire Together scheme. Post meeting note: JG circulated DW's notes on the subject which provided or pointed to the necessary information. The Council agreed to consider the extent of its intended participation at its December 2015 meeting.
- 197/15 Community Speed Watch
PC reported that the training session planned for October had been postponed. KH handed him documents to support insurance cover for the loan of the speed monitoring equipment, and he agreed to reschedule the training session for volunteers and to plan future active monitoring sessions.
- 198/15 Correspondence
OCC Budget Savings Requirements
This was formal notification to parishes of the level and potential areas of future savings as outlined in DW's report.
- SODC Town and Parish Forum
JG had provided Councillors with a written feedback report which highlighted presentations on the planning appeals process, a revised grants application process and progress on development of the SODC Local Plan 2031.
- OCC Budget Planning Meeting
AM and MS had attended this meeting with the latter preparing a Tetsworth Newsletter article on the impact of savings measures being considered. One stark message from the meeting was that by 2020 up to 75% of the OCC budget could be spent on a safety net for just 2% of the county's residents considered the most vulnerable.
- Police Report on the Swan Antiques Centre Ram-Raid
This report had been posted on the Tetsworth Parish Council website.
- Public Works Loan Repayment
The half yearly payment of £1,315.22 was due on 30 November. The loan had part-financed the refurbishment of Tetsworth Memorial Hall and approximately £35,000 of the capital remained outstanding.
- Relaunch of Oxfordshire Rural Community Council (ORCC)
ORCC had relaunched itself as Community First Oxfordshire.
- OALC/NALC Transparency Fund
These Local Council organisations had provided an on-line application form through which parishes could bid for funding to support computer ownership and website training to enhance compliance with the Transparency Code.
- Oxfordshire Bus Subsidy Decisions
OCC had decided on 10 November to withdraw all of its £3.7M subsidy to local bus services

from FY2016/17 unless additional funding became available by next Spring. This would put Tetsworth's 124 and 275 services at risk unless the operators considered that they could continue to be run on a purely commercial basis. If OCC is able to reduce its saving requirement to £2.3M, the Tetsworth services will be reprieved.

M40CEG Chairman's Report

This report highlighted the programme of noise mapping along the M40 corridor and the letting of a design contract for noise barriers, but also noted Highways England's move away from using low-noise resurfacing materials.

199/15 Other Matters for Discussion
There were none

200/15 Date of Next Meeting
14 December 2015

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.37pm

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074/15	Arrange local 'Have Your Say' meeting with PCSO Jacky Madden	KH	Being considered by TVP, proposal awaited
076/15	Prepare formal FY2016/17 Budget proposal for consideration by TPC at Dec 2015 meeting	KH	

077/15	Implement Quickbooks On-line subscription	KH	
078/15	Canvass local applicability of South & Vale Carers' Centre services	All	
079/15	Engage Dave Pullen to undertake PATCH repairs	KH	
080/15	Encourage volunteer effort to help PATCH maintenance	HB	
081/15	Invite Pippa Ashton and Hazel Mann to TPC Dec 2015 meeting to discuss Skate-ramp reinstatement project	HB/MS	
082/15	Report implications of revised SODC Planners' List of Information Requirements	MS	
083/15	Consider position on Mount Hill Farm planning appeal at TPC Dec 2015 meeting	All	
084/15	Hasten tender response from third potential bidder for 2016 grass cutting contract	AM	
085/15	Consult SODC NP staff on effort needed to convert CLP to NP	JG	
086/15	Prepare for discussion over possible participation in Oxfordshire Together scheme at TPC Dec 2015 meeting	All	
087/15	Arrange Community Speedwatch training session	PC	
088/15	Plan Community Speedwatch monitoring sessions	PC	