**Minutes of the Meeting of**

**Tetsworth Parish Council**

**Held in the Memorial Hall**

**at 7.30pm on Monday 15th January 2018**

**Present:**

1 member of the public

Cllr Karen Harris – Chair (KH)

Cllr Marjorie Sanders (MS)

Cllr Alan Martin (AM)

Cllr Hazel Bottone (HB)

Cllr David Nixey (DN)

Cllr Susan Rufus (SR)

**Officer:**  Clare Devey (CD)

214.  **Apologies for Absence**

None

215. **To Receive Declarations of Interest and Dispensations**

*In accordance with the Local Code of Conduct to receive any declarations of disclosable pecuniary or non-disclosable pecuniary interests and to consider and grant any dispensation requests*

None were received

216. **To Approve the Minutes of the Council Meeting held on the 11th December 2017 to be signed as a correct record.**

Resolved: The minutes of this meeting were approved as a correct record and signed by the Chairman.

217. **Matters arising from the minutes not on the Agenda**

None

218. **Public Questions.**

None

219. **Update of Actions list**

|  |  |  |  |
| --- | --- | --- | --- |
| Ref. | Action Required | Resp. | Progress |
| 040/15 | The task of undertaking the tree survey in future will be passed to Huw Devey | HW/MS | Huw Devey has volunteered to take on the tree survey and will liaise with Marjorie in February/March |
| 32/16 | Contacted OCC/SODC Environment over materials at the Gate House development site. KH contacted H. Rose on the 20th Aug. She agreed to go to site before 1st Sept. – No proof of any activity on site.  KH to chase up H. Rose - SODC Enforcement in writing.  . | KH | New complaint raised – use as a brownfield site no evidence of building a menage/tack room/stables. Hearsay that the pond containing the G.C. Newts has been filled in.  H. Rose agreed to a new investigation.  Caroline Newton was updated on recent soil movement and lack of progress. |
| 22/17 | Properties beside the ditch on the Green would be contacted about the responsibilities to maintain the ditch & hedge. | KH | KH to contact Adrian Hope (owner of Green) and speak to Jason Abbot for his views and then speak to Mr Keane the owner of the Swan. |
| 23/17 | To continue to pursue the enforcement of the hedge removal on the Common. | MS | 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 .  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.  Jeanette Matelot/Caroline Newton to chase up.  Still awaiting an update. |
| 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 & AM | MS & KH will look into scanning the documents. Cost £25-£75. Docs to be loaded onto website. |
| 65/17 | A Community plan in case of emergency should be established. (Town & Parish resilience) | AM | Liaise with the Memorial Hall/TSSC etc for access. Create an action plan.  Complete |
| 75/17 | Ditch & Culvert at entrance to Marsh End. Email received from D. Baldwin of Monson on behalf of SODC requesting information on ownership on sections of the ditch. | CD | TSSC owned by TPC but not the land. Unsure of other ownership. Asked D.Baldwin to check the Land Registry. Awaiting an update.  No action. Complete |
| 87/17 | Footpath at Attington Stud. Path rerouted. No planning application submitted. | KH | JB will action this when he can.  KH will send a reminder. |
| 184/17 | To discuss whether a brick or bricks should be purchased to be placed on the wall of the Memorial Hall to commemorate the PWL that made the build possible. | CD | CD to check the date of the PWL & £10K donation and include the cost of the bricks in the next Agenda for approval.  £60 cost approved  Complete |
| 185/17 | HB to cost out the revamp of the garden around the War Memorial | HB | HB reported estimated cost of approx. £259.00  4 Pots x £30 = £120  1 ton bag of pea shingle – £139.00  To be actioned next year (2018)  Complete |

220.**District Councillors Report**.

Report received by email.CN also added that the SODC Local Plan will be sent to the Inspectorate at the end of January.

HCA has asked SODC to explain the situation with Martin Baker regarding the Chalgrove Airfield Site. This may delay the Local Plan. It is understood that other development options are being reviewed.

MS & KH reported the following problems to KN.

Mounthill Development P15/S339/O

Last August Davina Sarac (SODC Planning) was investigating the removal of the laurel hedge and post & rail fence which should have been left in place as a condition of the planning approval. CN to chase up to see if the developers will be replacing the fence and hedge.

Parkers Hill

The water damage to the road is much worse – there are 2 deep pot holes which will soon cause damage to cars if nothing is done. CN suggested that MS should contact John Howell as he is very helpful in these situations where there is a lack of action. CN will also contact Keith Stenning (Highways OCC)

**FINANCE**

221. **To Receive & Approve the Monthly Finance Report**

Approved.

222. **To Approve expenditure.**

Resolved to approve payment and authorise signatories for the following:

OALC £48.00

Clare Devey £272.64

Tetsworth Memorial Hall £60.00

SKP Invoice to be queried.

**Patch/Skatepark.**

223. Friends of Tetsworth Community are having difficulties setting up their bank account as no one wants to be a signatory. Anthony & Hazel Bottone will be signatories but more are needed. HB hopes the situation will be resolved at the next meeting. MS pointed out that to claim back VAT the PC account will need to be used for purchases.

The new play equipment has been chosen, Richard needs the details to establish how much time it will take to install.

224. Skate Ramp. The ramp is in good repair but is due an inspection. KH will contact the manufacturer – Fearless Ramps and ask them to carry this out.

**PLANNING**

**To Discuss the following Planning Appeals and approve any actions as required.**

225. **Appeal for P15/S3936/FUL Land adjacent to London Road Tetsworth OX9 7BB**

The new Appeal date has been set for August 2018. The TPC barrister is disputing this date and has asked for it to be moved to July or September.

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

The Appeal is going ahead and takes place in the Memorial Hall March 20th to 23rd

227. CIL.

KH has been looking into CIL. The 2 new houses at Mount Hill Farm are subject to CIL. KH reported that the CIL value is £50,388.00 which will be paid in 3 installments in October, January & April. £7558.20 may be paid to TPC in April.

Councils without a NP receive 15% of CIL, which is capped at £30K per year. Councils with a NP have 25% of the value. Councils do not receive CIL for affordable housing, self build or charitable housing.

KH suggested that this CIL of £7558.20 be earmarked for the renovation of the play area. This was agreed unanimously.

A CIL file will be set up by the clerk to clarify projects and priorities for allocation of the CIL funds.

**Update on Tetsworth Neighbourhood Plan.**

228. The Steering Group are concentrating on two supporting studies:

A Character Assessment study of Tetsworth Parish to underpin the local nature of the policies in the NP. The document is almost complete but will not be published until the full planning application for the Mount Hill development is in the public domain.

A Site Assessment study - this is being carried out by Locality free of charge through AECON a government agency. Eight or nine sites in the parish have been toured that are shown on the HELAA database. A number of sites have been identified by Locality that may be suitable for development. It is up to the Steering Group to decide which site is most suitable for the village.

If an allocated site is included in the Neighbourhood Plan, it is hoped that it will be the Mounthill Development that is chosen. The report will be ready in mid February.

It is hoped that the draft NP will be ready to pass to SODC by the end of March. The annual parish meeting on the 30th April will be used to launch the NP to the community.

**Village Environment**

229. Owain Devey of DTC will be asked to remove the tree swings on the green and the jitty.

230. The road drains in Marsh End need clearing. OCC Highways to be contacted by the clerk.

231. Parking is again causing problems in the village. Notably the taxi on the corner of The Mount & the High Street, outside the offices opposite the Swan and Pansole Villas. The PC has no powers and can only suggest that concerned villagers contact the community policing team.

**Correspondence.**

232. Mobile Post Office – it was agreed that the Clerk will write to **Carlos Pereira** the Network Operations Manager of the Post Office and suggest that the vehicle could park outside the Memorial Hall from 2pm to 4pm every Tuesday to coincide with the weekly coffee shop.

233.Enrychs Charity – A vote was taken and it was agreed by 5-1 to not make a donation to this charity as it did not directly affect anyone in the village.

234.Community First – Attracting Unusual Suspects – It was agreed that SR and CD attend the workshop on the 5th February.

235.Community Policing – Get Involved & Awards – It was agreed that these 2 articles be passed to the newsletter for publication.

**Other Matters For Discussion**.

236. The date of the Annual Parish Meeting will be the 30th April 2018

237. The date of the Annual Parish Council Meeting will be the 14th May 2018

238. A copy of “The Tetsworth War Memorial” by Tony Honeyman was donated to The Soldiers of Oxfordshire Museum at Woodstock.

239. The next meeting will be held on the 12th February

240. The meeting closed at 8:47pm