**Minutes of the Meeting of**

**Tetsworth Parish Council**

**Held in the Memorial Hall**

**at 7.30pm on Monday 9th April 2018**

**Present:**

1 members of the public

Cllr Marjorie Sanders (MS)

Cllr Alan Martin (AM)

Cllr Hazel Bottone (HB)

Cllr David Nixey (DN)

Cllr Susan Rufus (SR)

**Officer:**Clare Devey (CD)

306. **Apologies for Absence**

Cllr Karen Harris

307.**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*

Cllr David Nixey declared an interest in Plan App P18/50953/FUL as he is the owner of the property.

308**. To Approve the Minutes of the Council Meeting held on the 12th March 2018 to be signed as a correct record.**

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

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

There were none.

310. **Public Questions**.

There were none.

311. **Update of Actions list.**

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| **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 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  JP intends to close the case – no breach of planning.  The PC will keep a watching brief.AM has permission to view the site from adjacent property. |
| 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  KH to contact the owner of the Swan. Ditch is blocked. |
| 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 .  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. | MS | Document from Bullingdon RDC Commons Act 1899 scheme for the regulation & management of Tetsworth Village Green sent to CN  AM to collate all relevant information.  MS & CN to request SODC to ask for retrospective planning. |
| 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 | Cost of scanning £25-£75. Docs to be  loaded onto website. Ongoing. |
| 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 | Complete |
| 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 April |
| 230/18 | Road drains in Marsh End need clearing | CD | Clerk has written to K. Stenning Highways & is awaiting a response. CD to chase up. |
| 251/18b | GDPR .New email addresses to be created for councillors. Privacy notices created. | All | GDPR - Privacy notices to be supplied to Councillors & residents who are contacted on a regular basis by 25th May 2018. |
| 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  CD to chase up. |
| 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 | Complete |
| 267/18 | Van camping overnight in TSSC carpark | CD | Van still camping overnight. CD to chase PCSO |
| 293/18 | Forest School to be asked to remove the ribbons tied to the trees at the entrance to the site. | AM | Complete |
| 295/18 | Clerk to request to be included on all Haseley Brook Action Group correspondence | CD | Complete |

312. **District Councillors Report**

SODC have advised gardeners they can put out an extra brown bin for collection this week.

There is also free compost available it has to be collected from Benson Village Hall on Saturday 14th April.

The Capital Grant Scheme and the Councillors Grant has reopened for 2018. There will be three opportunities throughout the year to apply for a grant.

Two weeks ago, the full council voted to reject the Local Plan in its current form. The major issue is the undeliverability of Chalgrove airfield – Martin Baker refusing to leave and the lack of infrastructure funding.

There are two options. The Local Plan goes forward without Chalgrove airfield or it goes through with Chalgrove and other alternative sites. The second option is more likely.

There is also an argument over Culham as this is a green belt site. The other reserve sites are Grenoble Road, Wick Farm and Harrington. Harrington being the only brownfield site. Which causes concern for Tetsworth and the surrounding villages.

There is an urgency to get the Local Plan through by April 2019 so that Oxfordshire will still benefit from the Growth Deal from the Government of £250 million for infrastructure. All four councils must have submitted their Local Plan by April 2019 to benefit from this.

The Leader of the Council, John Cotton has resigned from the council & from the leadership of the conservatives.

There are two candidates to replace him Jane Murphy & Will Hall. A new leader will be in place in two weeks.

313. **County Councillors Report** – None received

314. **Parish Councillors Report** - JG reported on behalf of KH on the EAG meeting.

The EAG has stakeholder status with Highways England as do CPRE. Highways England will make a decision on one of three corridors for the expressway in July. There will then be a public consultation on the routes within that corridor. Corridor A may affect Tetsworth. Two of the routes on a Vale of White Horse and SODC map show a route coming through Manor Farm.

JG is working on a submission of evidence of environmental and heritage harms to Tetsworth to be submitted by the 10th April.

There are now 30+ villages throughout Oxfordshire involved with the EAG. There will be a publicity launch for the poster campaign on the 12th April. Tetsworth needs to decide if they want to support this by putting up posters.

**Finance**

315**.To Receive and approve the monthly financial report and the final annual accounts.**

Approved.

316. **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**

**One further payment of £2014.80 was approved for HAGS for play equipment but that is subject to clarification as there was no VAT shown on the quotation.**

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

Noted

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

Moore Stephens are the new external auditors. Submission to be filed by the 10th July. TPC will need to complete Part 3.

319. **To Approve** changes toFinancial Regulations, Standing Orders, Risk Assessment & Asset Register.

**Noted** that the amendments were approved and authorised by signature.

320. **PATCH/Skatepark**

Work on renewing the equipment in the play area will start on the 21st April (weather permitting). The old equipment will be removed over two days and then the installation will commence on the 23rd April and will take 7 days to complete. The fence and bark will also be done at the same time.

The Adult Gym equipment will be positioned behind the skate ramp going towards the north east corner of the Green.

Fundraising is going well. The majority of the grant money has now been received. A Go Fund Me page has been set up for donations. The Friends of Tetsworth Community are printing leaflets for distribution around the village and also having a banner printed to promote the cause.

Several villagers are taking part in a 100K sponsored walk taking place in June over 2 days from Lewknor to Avebury.

The Tetsworth 10K Run is being reinstated to raise funds and will take place on the 2nd September. There will also be a Fun Run for the children of the village to take part.

**Planning**

**Planning Applications**

321 **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.**

A new planning application has been submitted for the travellers site. How this will work with the ongoing appeal is unknown. The PC are seeking advice from SODC Planning. The date for consultation is the 26th April but we may request an extension to this. The bund is no longer on the plans but a high fence instead.

322. **Application Reference: P18/S0953/FUL**

Address: Spencers Farm Marsh End Tetsworth OX9 7AU

Steel portal framed cattle yard

**To Note** that the parish council **resolved** to approve the planning application

323 **. 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

**Planning Appeals**

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

**To Discuss** and update the community.

Strutt & Parker Letter dated 26/3/2018

The audience numbers for the appeal were very good for all three days and this was noted by the Planning Inspector. He also asked the Appellant for more information on the noise issue and on the traffic calming measures which he will assess.

The letter that was issued by Strutt & Parker on the 23rd March was incorrect, giving the wrong address for comments on the amended plans. The second letter that was sent on the 26th March did not go to all occupants or to the Parish Council so some people will not have been consulted.

When the Appeal reopens on the 26th April the inspector will visit the site, the school and a property close to the proposed traffic calming measures.

It was agreed unanimously to send the Parish Council’s response to the amended plans to Emma Bowerman at SODC. It was also agreed that a letter will be given to the Inspector on the 26th April from the parish council expressing doubts on the adequacy of the consultation process.

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

325. 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 Note** that the parish council **resolved** to approve the reserved matters planning application subject to SODC clarifying with Croudace Homes the safety concerns we have with the large underground LPG tank.

**326 To Discuss** a possible new street name for the Mount Hill Farm Development – put on the Agenda for the next meeting.

**To Note Planning Decisions**

327. 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

328. **To Receive an update on the Tetsworth Neighborhood Plan**

The Steering group has discussed the recent planning appeal hearing and are now uncertain of the robustness of the Neighbourhood Plan. They now plan to seek advice and guidance from Community First Oxfordshire before the public consultation. This will no longer take place at the Annual parish meeting.

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

329. Business activity at Manor Farm.

The PC received a complaint regarding noise from the cement workings and mud on the road. AH has apologised for the state of the road - it was due to normal farm work. He has a licence for the water hydrant and will ask the cement workers to be quieter.

330 .Red Lion PH -community asset needs to be renewed. CD to research how this is done.

331. Salt Bin refill and locations. We need new salt bins – CD to contact Highways.

The request for assistance to fill up the salt bins in the newsletter had one response. He will liaise with DN to do this over the summer months.

332. TSSC PAT testing – This was carried out on the 20th March. Clerk has copies of the certificates. Printer & laptop need to be PAT tested

333.CIL File – Agenda item for next month.

334. Cobble paths – should they be listed? The cobbles in Parkers Hill were dug up by BT. The spare ones have been deposited at Teddys House, Chiltern View for the use of the village if required.

MS has written to SODC to ask if the cobble paths can be listed.

335. Mobile Post Office – This is now up and running. 9am to 10am every Wednesday morning in the Memorial Hall car park.

**Correspondence**

336.

1. Restoring the Record – Rights of way training days passed to the footpath wardens.
2. Tesco Bags of Help – Grant accepted and will be paid in 20 days
3. OALC Newsletter March. - noted
4. Ox-Cam Expressway Corridor - noted
5. EAG Agenda 29/3/2018 - noted
6. Compost giveaway -in Newsletter & on the notice board.

337. **Other Matters for discussion**

Estate Agents boards – these should not be on PC land.

338. The Annual Parish Meeting will be held on the 30th April at 7:30pm.

339. The Annual Parish Council Meeting will be held on the 14th May at 7:30pm.

340. Meeting closed 9:27pm.