

**Minutes of the Meeting of  
Tetsworth Parish Council  
Held in the Memorial Hall  
at 7.30pm on Monday 8<sup>th</sup> July 2019**

**Present:**

Chair Cllr Paul Carr (PGC)  
Cllr Christopher Thompson (CT)  
Cllr Susan Rufus (SR)  
Cllr Alexandra Dewson (AD)  
Cllr Helen Johns (HJ)  
C.Cllr Jeanette Matelot (JM)

**Officer:** Clare Devey (CD)

Members of the public: 11

Apologies for absence: D. Cllr Caroline Newton (CN) Vice Chair Cllr Sebastian Mossop (SM)

**60. To Receive Declarations of Interest**

SR declared an interest in Plan App P19/S1555/HH & Plan Appeal P16/S2751/O as she is a neighbour.

**61. Minutes of the Council Meeting held on the 10<sup>th</sup> June 2019 and the extraordinary meeting held on the 28<sup>th</sup> June 2019 to be signed as a correct record**

Agreed Unanimously

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

NONE

**63. Public Questions – NONE**

**64. Update of Actions List**

Ref.	Action Required	Resp	Progress
23/17	Enforcement of hedge replacement at 31 Marsh End	PGC	As yet this has not been replaced. Ongoing. PGC will review current correspondence – <b>Still Ongoing.</b>
256d/17	Properties beside the ditch on the Green would be contacted about the responsibility of maintaining the ditch and hedge	HC	Confirmed by Land Registry & OCC that the ditch & Hedgerow adjoining the Green is the responsibility of The Swan, Swan Gardens and Victoria Gardens on the Eastern side. Northern ditch and hedgerow responsibility of D.Nixey and requires maintenance. Forest School Land and ditch confirmed as Parish Council responsibility. Ref Changed to 256d/17 for future ref as per evidence submitted to the PC. – <b>PGC has written the letters HC to send on her return from holiday</b>
87/17	Footpath at Attington Stud. Path rerouted. No planning application submitted.	PGC/HC	Jackie Smith had response from Attington - Ongoing. PGC to review current information forwarded to him.  <b>This is now in the hands of OCC Legal Dept. PC to review in 2 Months if no action.</b>

330/18	Red Lion PH – community asset needs to be renewed.	HC	Community Asset runs out 2/10/2019 HC to review Documents in preparation. SODC will add the link for this to be renewed in Sept. Clerk to action then. <b>Ongoing.</b>
48a/18	The defibrillators were purchased by the Cozens Bequest. & paid for their adoption by the Community Heartbeat Trust. Maintenance plan & insurance with Community Heartbeat Trust	HC/HB	Cozens Bequest Will continue to pay for Maintenance. Hazel Bottone (HB) to continue Weekly checks. Agreed by TPC HC to check each July that the maintenance and insurance is in order. <b>Clerk to action for September Agenda.</b>
48b/18	St Giles Church/Probation Service. SR. has contacted them and is waiting for a response.	SR/AD	There is still no availability. <b>Still ongoing.</b> SR will chase again. In the meantime, AD will organise a volunteer group to start the interim clean up & will write a piece for the Newsletter.
211/18	Taylor Wimpey Oxfordshire request for PC to adopt footpaths from Swan Gardens to the Green.	PCG	KH spoke to Taylor Wimpey and this will be declined due to lack of funds being offered. Email correspondence forwarded to PGC and HJ. TW not aware that they are only responsible for the borders at the side of the footpaths. OCC have adopted the footpaths. <b>Ongoing</b>

#### 65. County Councillors Report.

JM sent the Councillors details of the costs of VAS equipment. CT to discuss options, funding etc with JM. The village will not have white lines in the centre of the road but will have edge lines to deter parking on the main road. JM mentioned that at a full meeting of council it is hoped a motion will be passed to push developers to take responsibility for follow up repairs and maintenance on their housing developments.

#### 66. District Councillors Report

No report

#### 67. Parish Councillors Report.

No Report

#### Finance

68. It was NOTED that there was an adjustment of the balance.  
The report was APPROVED unanimously.

69. To Approve expenditure and sign cheques/approve electronic payment.

Computer Assistance £88.00

DTC invoice £156.00

H. Croxford £550.07

SODC Uncontested Election fee £100.00

SKP Solutions £72.00

Impact Accoustics £8586.00 - This payment was not approved as the Appeal Committee did not think the amount was correct.

Payment to SR for reimbursement of Biffa invoice £806.40 – Approved

SR to submit an Invoice to the Clerk for payment.

Second invoice from DTC approved but not paid as it was not shown on the Agenda.

Payments APPROVED UNANIMOUSLY.

70. **To Approve** request from the Clerk and Chair to attend further OALC Courses.

APPROVED UNANIMOUSLY

71. **Review and Accept:** Asset Register and Risk Assessment, Standing Orders and Financial Regulations.

Asset Register – Date to be amended otherwise APPROVED

Risk assessment –APPROVED Further review and edit to be done for the September PC meeting.

Financial Regulations – APPROVED

Standing Orders – APPROVED

72. **To Note submission of AGAR** to Moore Stephens.

NOTED

### **Play Area/Skatepark**

**73. Update and Report** on recent Inspections and discuss annual maintenance of the Skate Ramp.

Inspections are being carried out weekly. Repairs are being carried out as soon as possible when equipment fails.

SR & PGC have the necessary notices and equipment to zone off equipment that should not be used.

The Skate Ramp needs a maintenance check. Fearless Ramps to be contacted by HC and asked to do this. HC to confirm when the annual safety check by the Play Inspection Company is due.

The inspection of the play area and skate ramp to be carried out by the councillors as shown on the rota SR produced. Agreement for the rota and subsequent inspection are documented in minute 48/6.

SR reported that one of the Parish Councillors does not wish to carry out inspections of the Play Area despite it being one of our duties. There was a general discussion that perhaps other people could do it. CD confirmed that only Parish Councillors could carry out the safety inspections and was clear that ALL Councillors were expected to take part in this necessary task. It is a requirement of our Insurance Policy and we are all responsible as previously discussed. **AGREED**

Two pallets of bark to be ordered. CD to organise. **AGREED**

### **Planning**

**To Discuss** the following planning applications.

**74. Application P19/S1555/HH Demolition of existing Garage and Conservatory, to create a new two storey side extension. The Gables, 2 Silver Street, Tetsworth OX9 7AR** extension to closing date agreed by Victoria Clarke. Decision must be submitted by 12<sup>th</sup> July 2019. In addition, **To Note**, general observation by the highway authority.

**It was AGREED unanimously to object to the planning application.**

**75 Application P19/S1920/O Demolition of existing building(s) and erection of two two-storey detached dwellings with access parking and amenity space. Mount Hill Farm, 19 High Street, Tetsworth OX9 7AR**

**It was AGREED unanimously to object to the planning application.**

**76. Application P16/S2751/O Appeal under section 78** Outline application for the erection of six detached single and two storey dwellings including matters of layout and access together with additional parking for existing properties and all other matters reserved (proposed layout altered and additional information provided in the form of dimension details of access, Arboricultural and Planning integration report and tree protection plan as shown on amended plans and documents received 12<sup>th</sup> December 2016 and additional drainage and landscaping information and further alteration to layout received 8<sup>th</sup> September 2017 and ecological addendum received 27<sup>th</sup> October 2017 and onsite drainage capacity increased as shown on amended plans received 14<sup>th</sup> March 2018) 10 Silver Street, Tetsworth OX9 7AR

**It was AGREED unanimously to submit a response to the appeal.**

**77. To Note Application P19/S1226/LDP Proposed use of existing barn for a self-contained residential dwelling. Barn at Tetsworth Judds Lane Tetsworth.**

**NOTED** that permission has been granted.

**To Discuss** any further Planning Considerations at the meeting.

**78. Application P19/S1892/HH Replace existing conservatory at rear with first floor rear and 2 storey rear extension. 27 Chiltern view Tetsworth OX9 7AL**

**It was AGREED unanimously - No Objection.**

**79. To Receive an Update on the Travellers Appeal**

The Appeal went well. It will be reconvened on October 30<sup>th</sup> & 31<sup>st</sup>. The Appellants town planner will give evidence and be cross examined then the closing statements from all parties.

It was NOTED that SODC has now raised an enforcement against the land opposite the proposed travellers site.

**80. To Note Donations from Parishioners to the value of £3805.00**

NOTED

**Tetsworth Neighbourhood Plan**

81. Whether an extraordinary meeting to discuss the council's position on the insertion of a settlement boundary is required.

It was AGREED no further meeting was required.

82. The council's position on the insertion of a settlement boundary if no further meeting was required.

It was AGREED there would be no settlement boundary in the neighbourhood plan.

(2 Abstentions 2 For no boundary 1 against)

**To Consider any issues about the village environment.**

83. **To Discuss and Approve** funding a replacement/upgrading of the Bus Shelter AGREED unanimously. HC to research costs for refurbishment or replacement.

84. **To Discuss** the Beech Tree, 52 High Street. Next to War Memorial following further information.

HC has written to OCC Highways (copied to Mr & Mrs Fransham) asking them to reduce the tree away from the roof line of 52 High Street.

85. **To Discuss** progress on quotations of a new Parish/Village Hall Notice Board.

Quotations ongoing.

86. **To Discuss** the progress with the tenders requested from Four Seasons Tree Care, JB Tree Services and Devey Tree Care for works required in thinktrees report.

CD left the room whilst this item was discussed.

JB Tree Services failed to put in a tender. Tenders from DTC and Four Seasons were discussed. DTC tender for £1716 inc VAT was ACCEPTED.

87. **To Note** Traffic Sensitive Streets submission and discuss any other traffic issues.

The purpose of this was to prevent roadworks being carried out simultaneously on the A40, A418, Thame Park Road and the Stoke Talmage Road to prevent congestion in the area.

NOTED

88. PGC has contacted the PCSO to ask about Community Speed Watch. It will be available for two or three days. Three people will be needed for this. PGC will ask for volunteers on the website and in the Newsletter.

PGC will also contact OCC and ask for the speed van to be positioned in Tetsworth again.

### **Correspondence**

89. Press release from SODC re latest housing land supply.

**Noted**

90. Dog Bin complaint.

The Dog Bins had not been emptied for 3 weeks. HC was contacted by a concerned villager. The situation has now improved and the bins are being emptied weekly.

91. Request for funding to refurbish Village Hall Kitchen from CIL.

It was agreed HC would seek more information from the Hall Committee on progress and funding. HC to write an article for website and newsletter asking the village what improvements they want the CIL money to be used for.

92. Air Ambulance Recycling Bank – It was agreed there were enough recycling banks in the village already.

### **Items for Next Agenda Not Already Mentioned.**

93. New email provider

94. Parking in the village

95. Water leak on Parkers Hill

96. Date of next meeting – 9<sup>th</sup> September 2019

97. Meeting closed – 21:26

