

**Minutes of the Meeting of  
Tetsworth Parish Council  
Held in the Memorial Hall  
at 7.30pm on Monday 9<sup>th</sup> September 2019**

**Present:**

Chair Cllr Paul Carr (PGC)  
Vice Chair Cllr. Seb Mossop (SM)  
Cllr Christopher Thompson (CT)  
Cllr Susan Rufus (SR)  
Cllr Caroline Newton (CN)

**Officer:** Helen Croxford (HC)

Members of the public: 6

Apologies for absence: C.Cllr Jeanette Matelot (JM) and Cllr Alexandra Dewson (AD)

**98. To Receive Declarations of Interest. - None**

**99. Minutes of the Council Meeting held on the 8<sup>th</sup> July 2019 to be signed as a correct record. DISPUTED.** Item 73 requires adjustment and will be corrected for the next meeting.

**100. Minutes of the Extraordinary Council Meeting held on 12<sup>th</sup> August 2019 to be signed as a correct record. - APPROVED.**

**101. To Note the Resignation of Councillor Helen Johns. – NOTED.** HC Confirmed that the notice of casual vacancy has been displayed for 14 days and will contact SODC to progress to the next step.

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

**91/19 Village Hall application for funds from CIL.– Correspondence was presented for plans to refurbish the Memorial Hall, in particular the Kitchen.** Councillors **AGREED** to take this request into consideration and discuss further once other demands on CIL are known.

**103. Public Questions.**

a) Alan Martin (AM) was permitted to speak regarding building works at 7 Marsh End. As far as he understood this development had no planning permission. SM to investigate as this would have been prior to this Councils election.

b) AM is no longer a member of the TPC, he felt he should pass the honour of laying the remembrance wreath at the memorial to a member of the current council. PGC happy to continue the tradition himself – **UNANIMOUSLY AGREED**. AM has ordered the wreath and TPC **AGREED** to make the annual donation of £100 to the Royal British Legion.

c) AM also reminded the meeting that the second tree donated by OCC from The Woodland Trust is thriving in the care of MS. She has agreed to nurture the plant for another year, hopefully for planting next year.

d) Anyony Bottone (AB) was permitted to speak regarding TSSC. He requested that the yearly donation for Green Maintenance be paid. He requested that TPC consider increasing this from £1000 to £1800 going forward. Fertiliser and weed killer now cost TSSC £450 per year. Costs for this have spiralled due increases of quantity and general inflation and also as the company that administers the product have to come out of hours to avoid contact with the general public. The TSSC also now maintain a larger area of the green, no longer covered by the grass cutting contract. They hence requested a further £350 to cover their increased labour costs. As this has implications on the general budget it was decided that this required further discussion at the next budget meeting.

e) AB also **NOTED** that soil from the PATCH refurbishment has still not been removed. AB will speak to AH, the land owner but if this does not resolve the matter it will be added to the next agenda.

#### **104. Update of Actions List**

<b>Ref.</b>	<b>Action Required</b>	<b>Resp</b>	<b>Progress</b>
23/17	Enforcement of hedge replacement at 31 Marsh End	PGC	As yet this has not been replaced. <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 confirmed letters sent. COMPLETE</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 October.</b>
330/18	Red Lion PH – community asset needs to be renewed.	HC	Community Asset runs out 2/10/2019 HC to review Documents and resubmit. <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	It appears there has been some confusion with Cozens Bequest. They are happy to organise the insurance and will continue to liaise with HC to ensure this is all put in place. <b>Ongoing</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. SR will chase again. In the meantime, AD unavailable to give an update on the organising of a volunteer group to start the interim clean-up & the writing of a piece for the Newsletter. <b>Still ongoing</b>

211/18	Taylor Wimpey Oxfordshire request for PC to adopt footpaths from Swan Gardens to the Green.	PCG	<b>Completed</b>
83/19	Bus Shelter	HC	Clerk researching quotations - <b>Ongoing</b>
85/19	New Notice Board	HC	Clerk researching quotations - <b>Ongoing</b>
88/19	Community Speed Watch	PGC	Volunteers to be sought to operate the scheme – <b>Ongoing.</b>

#### **105. County Councillors Report.**

**NONE**

#### **106. District Councillors Report.**

Cllr Caroline Newton (CN) reported that although the local plan was submitted on 29.03.19, The new council would like to revoke the plan. This is a long process and could mean the loss of infrastructure funding if the deadline of 10<sup>th</sup> October passes without clear decisions. Due to the indecision, the planning dept have lost large numbers of staff which means a loss of valuable experience in this particular area. The implications if the plan does not proceed are that we are vulnerable to large scale speculative developments such as Culham, Chalgrove or even Harrington going ahead without the infrastructure funds in place. In more positive news a committee has been created to tackle the implications of climate change and they had their first meeting this month.

Caro **AGREED** to look into progress with the Silver Street development appeal.

#### **107. Parish Councillors Report.**

**NONE**

#### **Finance**

**108. To Receive and Approve the monthly financial report. **APPROVED****

#### **109. To Discuss**

a) Last Months Bank Statement had not arrived and now needs signing. **DONE**

b) Impact acoustics Invoice still in dispute. **ONGOING**

c) To Note PWLB Statement. **NOTED**

d) To discuss refund from BIFFA not yet received.

**NOTED** - SR has received £134.40 in refund. She will BACS the funds back to TPC. **NOTED** that the VAT Cannot be claimed as we could not pay BIFFA directly.

HC will also check to see if TPC Insurance covers for this in future.

e) It was also **NOTED** that there had been queries with the AGAR form Moore Stephens. Karen Harris is kindly looking into this as she compiled the report before stepping down from TPC.

**110. To Approve expenditure and sign cheques/approve electronic payment.**

DTC Invoices           £156.00 x 4 (Grass cutting)

DTC Invoice            £108.00 (Spraying of cobbled paths)

H. Croxford (July)	£281.01
HMRC for Clerk (July)	£84.00
H. Croxford (Aug)	£370.50
HMRC for Clerk (Aug)	£84.00
O'Neil Homer	£330.00 (NP Policies map)
Open Spaces Society	£45.00 (Subscription)
OALC	£108.00 (HC & PGC Planning course)
OALC	£108.00 (HC & PGC Finance course)
OALC	£54.00 (HC VAT course)
CPA Horticulture	£195.00 (Already Paid by Clerk due to Deadlines)
SODC – Dog Bins	£41.44 (Already Paid by Clerk due to Deadlines)
Data Protection Fee	£40.00

**UNANIMOUSLY APPROVED**

**111. Play Area/Skatepark**

**a) Update and Weekly Inspection Reports.**

SR reported that all inspections have been completed by Councillors for due diligence. There have been lots of minor issues that needed repairing and these are being addressed as they occur but will be discussed with Creative Play at the annual inspection.

**b) Discussion of Annual Inspections.**

HC reported that both the play area and the skate park have had the annual inspections booked. Creative play unfortunately has had to reschedule their visit and a new date is yet to be advised but she will chase this and also suggest that a member of TPC be present during the inspection to discuss ongoing issues.

SR is sourcing an independent paid inspection company to run alongside the two inspections included in the installation contract for the play equipment. This additional inspection is required for insurance purposes. This is due in November.

**c) Richard Barber is due to replace the foundations and weld additional supports in the first week of September to the adult exercise equipment.** AB confirmed that this is in progress. **NOTED**

**d) Purchase of a PATCH toolkit** was discussed and it was **AGREED** that SR will purchase the required ratchet and screws and TPC will reimburse her.

**e) To note and discuss correspondence received from members of the public relating to safety in the play area.** HC reported that there had been numerous correspondence from the parish regarding 'safety' of the equipment. It was decided that all equipment meets the required safety standards and parental responsibility should be emphasised.

**f) To decide on disclaimer signage wording.**

Following on from the above discussions wording for new signage will be discussed at the next meeting.

## Planning

### To Discuss the following planning applications.

**112. Application Reference: P19/S2598/FUL (Full Application) Application Type (see definition over): Minor Proposal:** Variation of conditions 3 - Landscaping Scheme and 5 - Temporary Permission and Reinstatement Scheme on application P19/S1413/FUL for changes to allow alternative method of visual mitigation including trees. (Installation of ground mounted solar pv array on grassland adjacent to The Oxfordshire Golf Hotel complex (array re-positioned as shown on amended plans and ecology report received 4th July 2019). Address: The Oxfordshire Golf Club Rycote Lane Milton Common OX9 2PU  
**FULLY SUPPORTS – UNANIMOUSLY AGREED**

**113. CERTIFICATE OF LAWFUL DEVELOPMENT FOR: Installation of ground source heat pump system including the digging of trenches to lay pipework. AT: Rycote Lane Milton Common OX9 2PU REF: P19/S1915/LDP - NOTED**

**114. CERTIFICATE OF LAWFUL DEVELOPMENT FOR: Use of yard area for mixed use as agriculture and non-agricultural storage use. AT: Ignells High Street Tetworth OX9 7AD REF: P19/S2525/LDE - NOTED**

**115. 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, Tetworth OX9 7AR**

It had been AGREED unanimously to object to the planning application due to unsafe access from the A40. Confirmed that the objection was probably logged after the closing date.

**NOTED**

**Local Highway Authority Consultation to recommend refusal - NOTED**

**116. Mount Hill Farm Development P19/S2422/DIS Discharge of condition 17 - Access Management application P14/S3524/O.** Erection of 39 dwellings with associated parking, new vehicular access and estate roads and a new school building and associated outdoor space. As amended by covering letter dated 10 March 2015, Mount Hill Farm Noise Mitigation Report\_ 4th March 2015, SBS Statement on Revised Schematic Layout 1-250 March 2015 Site Layout Plan 1:500 Constraints Plan March 2015, 849 Coloured site layout plan March 2015, March 2015 Support Letter from Red Rose Travel. **NOTED**

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

**a) Application Reference: P19/S2685/FUL & P19/S2686/FUL (Full Application) Application Type (see definition over): Major Proposal: The proposed development is for a Gas Fired Electricity Generating Facility with the ability to generate up to 49.99 MW of electricity. A low carbon flexible generating facility using gas reciprocating engines. The facility will**

**generate electricity principally for the regional distribution network in times of generation shortfall and/or high demand. Address: Lobb Farm Access Road To Lobb Farm Tetsworth North OX9 7BE – UNANIMOUSLY OBJECTED TO BOTH APPLICATIONS.** PGC to draft response for HC to submit before 26.09.19

**b) P19/S0814/DA-TET Site Address : Land at Mount Hill Farm High Street Tetsworth Oxon OX9 7AD Alleged breach: Without planning permission the material change of use of the Land from agriculture to mixed purposes of (1) agriculture and (2) storage use (use class B8). (SE16/631(A). Appellants name : Mr M Redman Appeal reference : APP/Q3115/C/19/3224405 Appeal start date: 3rd September 2019**

**P19/S0815/DA- TET Alleged breach: Without planning permission the erection of a building extension for class B8 storage use. (In the approximate position shown hatched blue on the Plan). (SE16/631(B). Appellants name : Mr M Redman Appeal reference : APP/Q3115/C/19/3224407**

**\_UNANIMOUSLY OBJECTED TO BOTH APPLICATION FOR CHANGE OF USE.\_** PGC to draft response for HC to submit before 15.10.19

**c) TPO Number 05S18 Proposed Tree works at The Swan. Application Ref. 3224 - NOTED**

**118. To Receive an Update on the Travellers Appeal - RECEIVED**

**119. To Discuss Tetsworth Neighbourhood Plan – Briefing RECEIVED** from JG and an update will be available on the website. JG to liaise with AD re the next steering group meeting and any website needs.

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

**a) To discuss green maintenance payment.**

It was **UNANIMOUSLY AGREED** that £1000 will be paid as normal this year but the matter will be readdressed for future payments.

**b) To discuss roles covered by TSSC for green maintenance.**

It was **UNANIMOUSLY AGREED** that this should be discussed at the next Meeting for the Green. HC to contact the Green Committee to organise this.

**c) Update from Chris Thompson on speed monitoring – ONGOING,** to be added to the update of actions list for the next meeting.

**121. Correspondence**

a) Emails from Parishioners re damage to property and general upkeep – **NOTED.** Potholes and general road conditions raised by residents in Parkers Hill and Chiltern View also **NOTED.**

b) National Highway and Transport Public Satisfaction Survey - Member Consultation PGC to **ACTION**

c) Confirm the wording for Tetsworth village Hall Sign in the foyer: **NOTED AND AGREED UNANIMOUSLY.**

**"Tetsworth Parish Council have kindly given a grant & public works loan."**

d) Press release Winter Salt request – HC to confirm which bins are council owned.

e) NALC Survey re May Election – Councillors **AGREED** to complete and submit.

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

MS raised the issue of an abandoned car on land belonging to SOHA in Chiltern View, at the top of Parkers Hill. HC to inform SOHA and report back next meeting.

**123. Date of the next meeting 14<sup>th</sup> October 2019 at 7.30pm**

**124. Meeting closed at 22.02pm.**