

# Tetsworth Parish Council

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## Minutes of the Virtual Annual Meeting of Tetsworth Parish Council Held at 7.30pm on Monday 11<sup>th</sup> May 2020

### Present:

Chair Cllr Paul Carr (PGC)

Vice Chair Cllr Seb Mossop (SM)

Cllr Christopher Thompson (CT)

Cllr Susan Rufus (SR)

Cllr. Karen Bennett (KB)

C.Cllr Jeanette Matelot (JM)

D.Cllr Caroline Newton

**Officer:** Helen Croxford (HC)

**Members of the public:** 1

**Apologies for Absence:** None

### 1. To Elect a Chair for the municipal year 2020/2021

PGC Proposed by SR and Seconded by CT. **AGREED UNANIMOUSLY**

### 2. To Receive the Chair's declaration of acceptance of office

PGC Signed the declaration and forwarded it electronically to HC who countersigned **NOTED**. It was also noted that the Standing Orders were amended as per the urgent instructions from OALC. The Annex was **APPROVED UNANIMOUSLY**.

### 3. To Elect a Vice-Chair

SM Proposed by SR and Seconded by PGC. **AGREED UNANIMOUSLY**

### 4. To Receive the Vice-Chair's declaration of acceptance of office

SM Signed the declaration and forwarded it electronically to HC who countersigned. **NOTED**

**5. To Appoint councillors to outside bodies, sub-committees and other groups.**

To appoint a representative for NPSG – **NO LONGER REQUIRED**

To appoint a representative for Cozens Bequest – SR agreed to continue to stand as representative.

**UNANIMOUSLY APPROVED**

**6. To Receive Declarations of Interest**

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting - **NONE**

**7. Minutes of the Virtual Council Meeting held on the 20<sup>th</sup> April 2020 to be signed as a correct record.**

**UNANIMOUSLY AGREED**

**8. Matters arising from the minutes not on the Agenda - **NONE****

**9. Public Questions - **NONE****

**10. 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. <b>Ongoing.</b>
87/17	Footpath at Attington Stud. Path rerouted. No planning application submitted.	SM	Still in progress with the rights of way Officer. <b>For review in June 2020.</b>
330/18	Red Lion PH – community asset needs to be renewed.	SM	Community Asset ran out 2/10/2019 SM to review the conditions of a community asset. SM will investigate further. <b>Ongoing.</b>
48b/18	St Giles Church/Probation Service. SR. has contacted them and is waiting for a response.	SR	There is still no availability. SR has chased again and resubmitted an application however this service is currently unavailable. <b>For review in Feb 2021</b>
272b/20	Bus Shelter	HC	Quotations received for refurbishment. <b>On hold due to Covid-19.</b>
85/19	New Notice Board	HC	Following the failure of the Grant TPC will review the requirements further to ensure the new board meets the size requirements and discuss funding going forward. <b>on hold due to Covid-19. Ongoing.</b>
88/19	Community Speed Watch	PGC	PGC will contact the PCSO again to check availability of the equipment. <b>on hold due to Covid -19. Ongoing.</b>
47/19	Upgrade to Antivirus software for TPC Laptop	HC/CT	CT has looked into the Laptop's efficiency and made some adjustments. More are planned for next month prior to the meeting to improve the memory – <b>on hold due to Covid-19, Ongoing.</b>
55/19	Speed Signs/VAS	CT	The support posts are now in place. The signs have been ordered, CT has liaised with Ralph at highways and the sign surveys have been completed. Works will continue after the lockdown for Covid-19 has been lifted. <b>Ongoing.</b>
101/19	Councillor Vacancies	HC	The position still remains open. The advert for the vacancy remains on the notice board and website accordingly. PGC will add to the Tetsworth Facebook page also. <b>Still Ongoing.</b>
132a/19	A40 Closure proposals	TPC	The A40 is to be closed for 5 Months in order that Embankment Repairs may be carried out. Preparations have begun, however due to the current Corona crisis this has been put on hold. <b>Ongoing.</b>
169b/19	Gates Across Judds Lane	SM	Investigation into this is in the hands of SODC. <b>For review in June 2020</b>
162b/19	Rent for two parking spaces at 24 High Street.	HC	Rents invoice sent to the occupiers remains unpaid. A further reminder has been sent to the owners of the property. Still no response. HC has contacted a solicitor and is currently is

			researching documents to provide to them once the current lockdown is over. <b>Ongoing.</b>
218a/20	SE19/341 Land North of A40 Adjacent to the Gate House	SR	Under enforcement. Recent activity at the site despite the lockdown, enforcement is investigating <b>Ongoing.</b>
219d/20	Jitty & Ditches around the green	PGC	The cobbled path is being impinged on by undergrowth. This particular area belongs to SOHA. HC has notified them but lockdown is preventing action. DTC & local residents have cleared all other areas. <b>Ongoing.</b>
296a/20	Harrington P20/S1261/SCO	PGC	Response from SODC to Chairs request for Tetsworth to be added to Consultees for the upcoming Environmental Impact Assessment and to note further correspondence.
296b/20	Harlesford & Cornwell Solar Farms	TPC	Covid -19 has affected the consultation period. PGC will attend the Webinar on Wednesday. TPC will then decide on its next course of action. Nick Carter & Steve Harrod have also met with the developers who denied any links to Harrington.

## 11. County Councillors Report – JM

### Judds Lane

JM is meeting with Ralph Green from Highways. A suggestion from parishioners for retractable bollards on Judds Lane is being investigated. Judds lane is a bridleway. Concern has been raised due to the impending closure of the A40 regarding a possible increase in illegal usage. JM will discuss signage with Ralph, to highlight the 'No Through Road'.

### Waste

Despite the concern regarding Non-essential travel, local refuse sites have been reopened to the public but with reduced opening times. This is to allow for a 'Deep' clean at the end of each session. Waiting times will be long.

### COVID-19 Testing.

13 mobile units have been deployed by the military for use by the general public. These can be booked by logging onto the following site and completing the application form.

There is a static site at the Thornhill Park & Ride in Headington which can be used by Families of key workers.

## 12. District Councillors Report- CN

### Lobb Farm

P19/S2685/FUL Gas Fired Electricity Generating Facility. Tetsworth OX9 7BE

Planning for this has been rejected. Any appeal must be logged within 6 months.

### Solar Farms

As previously explained by JM there might be a connection between this application and the proposed developments for Harrington but there is no evidence of this.

### Wheatley, Oxford Brooks

This development was previously rejected by the planning inspectorate but the Secretary of State has ordered for it be reinstated due to the unfinished Local Plan.

### Harrington.

It is unlikely, but not impossible that this might be added back into the local plan. A scoping request for an Environmental Impact assessment has been submitted.

The SODC Planning department has had fewer applications due to COVID-19. The lack of an adopted Local Plan, possibly till the end of the year leaves the planning department in a difficult position and the area vulnerable to large developments.

### **13. Parish Councillors Report - NONE**

#### **Finance**

### **15. To Receive and Approve**

- a) The monthly financial report – **UNANIMOUSLY APPROVED**
- b) The annual financial report – **UNANIMOUSLY APPROVED**

### **16. To Note the renewal for the third year of the Came & Co insurance as per the 3-year price agreement – NOTED.**

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

DTC (Grounds Maintenance)	£126.00
DTC (Grass Cutting)	£156.00
Wiseserve (Email Fee)	£4.80
Robelec Ltd (VAS posts)	£2760.00
CleanSlate (Donation)	£100.00
H. Croxford (Clerk April Wages)	£547.50
HMRC (Clerk April Wages)	£133.52
DTC (Grass Cutting)	£156.00

#### **APPROVED UNANIMOUSLY**

### **18. To Note and Discuss**

#### **a) Request from TSSC for freeze of Insurance repayments due to Covid Closure.**

This request was withdrawn by TSSC as a grant had been received from elsewhere. **NOTED**

#### **b) Request for Grant for Senior Citizens Christmas Party.**

HC will reply with suggestions to fundraise within the Village and online using Facebook and to re-apply to TPC in November if more funds are still required.

#### **c) The submission to Coco for the Internal Audit – NOTED**

#### **d) The update of the 'Password' envelope as per Financial Regulation 6.8**

HC signed the seal and will pass to PGC for his signature and safe keeping. **NOTED**

#### **e) To Note PWL payment - NOTED**

#### **f) To Note Insta Ink agreement for 300 pages – NOTED**

**g) To Note the increase in hours for the clerk** from 9 hours per week (36 per Month) as of 1<sup>st</sup> April 2020 to 14 hours per week (56 hours per Month) as agreed at the budget meeting 25<sup>th</sup> Nov 2019. **NOTED**

## **19. Play Area/Skatepark**

### **a) Monthly Report.**

SR Confirmed that the Defibrillator has been checked. The Play areas remain closed in accordance with government guidelines. SM will reiterate on the village Facebook page that these areas are not to be used. More signs and tape have been put up.

### **b) To discuss maintenance of Basket Ball Hoop, Benches and Gym equipment.**

It has been confirmed that the basketball hoop was paid for by fundraising in the village and the funds are held by TSSC for any maintenance it may require. HC will contact the treasurer if we need to use any to remove the graffiti issues raised in the recent inspection.

Two of the benches potentially need replacing, PGC will investigate and report his findings at the next meeting. The Gym equipment is now covered under TPC insurance.

### **c) To discuss the request from The Play Inspection Co. for rolling repeat inspections.**

It was **AGREED UNANIMOUSLY** to enter into a contract with The Pi Co for future inspections.

### **d) To discuss the need for more bark.**

It was **AGREED UNANIMOUSLY** to order more bark. HC to liaise with Mr Nixey for delivery and storage.

## **Planning**

### **20. To Note the following Planning Decisions.**

#### **a) Application No: P20/S0385/FUL Site Location: Land Near the Old Dairy Moreton OX9 2HS**

Application proposal, including any amendments: Change of use of agricultural land to allow the siting of two shepherd huts for holiday letting purposes and associated infrastructure. **GRANTED - NOTED**

#### **b) Application No: P19/S3402/FUL Site Location: Barn at Tetsworth Judds Lane Tetsworth OX9 7BN**

Application proposal, including any amendments: Erection of a dwelling, parking, access, landscaping and associated works following the demolition of the existing redundant agricultural barn. **GRANTED - NOTED**

**c) Application No: P20/S0835/HH Site Location: 27 Marsh End Tetsworth OX9 7AU** Application proposal, including any amendments: Demolition of part of an existing garage. Two-storey side and part rear extension. **GRANTED - NOTED**

### **21. To Discuss the following Planning Application.**

**Application Reference: P20/S1469/HH(Householder) Address: Bellevue 17C Swan Gardens Tetsworth OX9 7BN** Application Type (see definition over): Other Proposal: New roof to front porch. Closing date 24 May 2020. **NO OBJECTIONS – UNANIMOUSLY AGREED.**

### **22. To Discuss any further Planning Considerations at the meeting - NONE**

### **23. To Discuss Tetsworth Neighbourhood Plan – Still Ongoing.**

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

**a) Fly Tipping in the Pond behind The Red Lion Public House.**

This pond is not the responsibility of TPC, however PGC has investigated. It was felt the debris is natural foliage from the surrounding trees. HC will reply to the complainant and explain. It was suggested that perhaps the owners of the land backing onto the pond could be persuaded to organise a working party if they felt the area required more attention.

**b) Unofficial Dog bin to the rear of the green.**

This bin was originally provided by a local parishioner as BIFFA cannot get to the back of the green, which he emptied himself on a regular basis. Sadly, he has passed away, but a neighbour has kindly taken up the role of transferring the waste to the main bin. We thank them both for their service to our community.

**25. Correspondence**

**a) Invitation to join the consultation for Icknield School expansion plans.**

Tetsworth is part of the catchment for this secondary school so PGC will respond to the email and take part in the consultation. **AGREED**

**b) Request from Red Kite Radio for a donation.**


A lastminute email was received requesting funds due to the COVID crisis. Unfortunately, this is not in our area and as our S137 funds are limited it was decided that these need to be reserved for more immediate local needs. HC will draft a reply. **AGREED**

**26. Items for Next Agenda Not Already Mentioned - None**

**27. Date of the next meeting 8<sup>th</sup> June 2020 at 7.30pm**

**28. Meeting Closed 21.16pm.**

**29. Open Forum.**



Helen Croxford Clerk & RFO