

**Minutes of the Meeting of
Tetsworth Parish Council
Held in the Memorial Hall
at 7.30pm on Monday 14th July 2014**

Present: Cllr. Karen Harris (KH) – Chair
Cllr. David Nixey (DN)
Cllr. Alan Martin (AM)
Cllr. Marjorie Sanders (MS)

In Attendance: Cllr. Dorothy Brown (DB)

Officer: Sarah Pullen

Members of the Public: There were 4

121/14 Apologies for Absence
Cllr. Hazel Bottone, Cllr. Paul Margan.

122/14 To receive Declarations of Interest
To receive any declarations of interest from Councillors relating to items to be considered at the meeting in accordance with the provisions of the Councils Local Code of Conduct.
There were none.

123/14 Minutes of the Council Meeting held on Monday 9th June 2014 to be signed as a correct record.
Resolved: That these minutes are a correct record and that they be signed by the Chairman -
UNANIMOUS

124/14 Matters arising from the minutes (not on the agenda)
Lights at the Thame Golf Club - It was noted that since the committee hearing, where retrospective planning was turned down, nothing has changed. DB reported that she has already chased, and that SODC realise this is a weak area as it costs the District Council to enforce.
Resolved: To keep as an agenda item until this matter is resolved.

Planning Application at Zion Farm

We have received notification that this application is going to Planning Committee on the 23rd July. The application has been resubmitted with a new access and all agreed that we should have a representative at the meeting. MS is unable to speak as she is a neighbour.

125/14 Public Questions
Tim Fransham, from Beech House, High Street had notified the Council that he requests advice on an access issue to the rear of his property:

Since purchasing Beech House, Mr Fransham has created an access point, with gates, at the rear of his property to create a driveway. The entry point for this is a piece of land which runs behind his property and joins Back Street. However, a neighbour of Mr Fransham is unhappy that this point has been created and has since been parking a large vehicle in front of the gates to prevent access. This has resulted in some confrontation between Mr Fransham and his neighbour and the local PCSO's have been called.

The Clerk advised that she has contacted SODC Planning Enforcement initially to find out if the works that Mr Fransham has carried out are permissible. They have confirmed that Mr Fransham is quite within his right to create a driveway as he has not changed the height of the wall. If the access were onto a public highway then permission would need to be sought from the Highways Authority.

However, as the access is onto a potentially unregistered piece of land then access rights would need to be proved. Initially, the property deeds should be checked as these would show any access rights. Following this, a check with Land Registry should be carried out to see if it falls within the Parish Council as the nearest local authority. There will be a cost to do this. There are no records to say that the Parish Council have charged rents on this area previously.

PCSO Michelle Jacques has also contacted the Clerk, concerned about the content of emails regarding this matter. She confirmed that as the word 'intimidation' had been used, the Police have no choice but to investigate. However, until access rights to Beech House have been confirmed, she is unable to enforce the 'hole in the wall' as an access.

Lastly, it was noted that any resident using this land for access, unless it is stated in their property deeds, should be treated the same, and therefore any rents due will be due from anyone using this as an access.

Resolved: KH/Clerk to investigate further and contact Mr Smith (neighbour) if they are unable to find any information about his right of access to the area. Mr Fransham has agreed to contact Land Registry for a search of the area and report back to the Clerk. The Clerk/KH will continue to monitor this situation and discuss with PCSO Michelle Jacques as appropriate.

NB: It was noted that the Clerk is available between the hours of 9am and 5pm on weekdays only. It was also noted that email correspondence should only be used for information. Any issues which are agenda items or involve the Parish Council should be directed to the Clerk only.

126/14

Update of the Actions List

- 21 Skateramp
The painting has now been completed. Dave Pullen has been in touch with PM and is now waiting for PM to supply materials required for repairs to the surface.
- 34 Bus Shelter
Mr Fransham, Beech House, has offered to pressure wash the Bus Shelter as it is outside his property.
- 35 Ditch adjacent to The Green
Still waiting to hear back from Rectory Homes. It was noted that the area is again full of rubbish and overgrown.
- 71 Newts at Rectory Homes
The Pond House has now been sold. However, it has been suggested that the new owner has been advised that the Newts only have to be protected for 5 years.
Resolved: KH/Clerk to write to the new owner and clarify.

127/14

County Councillors Report

David Wilmshurst was not at this meeting. However, it was noted that another lorry has been diverted up The Mount (following SatNav), and therefore we should notify DW as he has been looking into additional signage to prevent this.

128/14

District Councillors Report

Local Plan 2031 Issues and Scope - DB advised how important feedback is and requested that any strong views are fed back, both as Councillors and individuals.

Community Investment Panel – DB sat on this last week where discussions took place to distribute funds to all those who had applied. These are linked to CLP's where there are projects.

Planning – DB requested that we copy her on planning issues where her assistance is requested.

129/14 To receive the Monthly Financial Report
The Clerk presented the Monthly Financial Report. It was noted that a VAT refund of £201.01 is due to be received. £400 also had to be paid out as an emergency during the month as a Norway Maple tree had to be felled, as notified by SODC, as it was dangerous.

Resolved: To accept the Monthly Financial Report - UNANIMOUS

130/14 To approve Expenditure for electronic payment in accordance with Financial Regulations:

Sarah Pullen Clerk	£350.00
Tetsworth Memorial Hall (CLP Meetings)	£54.00
Devey Tree Care	£400.00
ORCC	£ 12.00

Resolved: To accept the above expenditure and to pay by BACS – UNANIMOUS

131/14 PATCH/ Skatepark.
KH reported that as HB is away on holiday she has inspected the play area and skatepark. The wooden bridge is broken at the bottom and has tilted. The bees, reported at the last meeting, have now gone.
It was also noted that the fireman's pole may need securing at the top. The annual inspection will be carried out during July/August and the Clerk confirmed that this has been booked.
Mr Fransham has offered to assist with inspections as he helped with this where he used to live. HB should contact Mr Fransham when she returns.

Litter bins – It was noted that the District Council don't always empty the bins on The Green. TSSC have agreed to empty the bin adjacent to the Skateramp and put the rubbish next to the A40 for collection.

132/14 Memorial Hall
There was no report.

133/14 Planning
Planning Applications:
There were none.

Planning Decisions:
P14/S1419/HH – Little Acre, High Street, Tetsworth
Erection of sun room to the east elevation – APPROVED

Planning Correspondence:
New property at 14a High Street, has been named as Primrose Cottage – Noted.

134/14 SODC Local Plan 2031
Following the Core Strategy Plan adopted in 2012, there is now a requirement for a further 40% new homes across the region (between 14,500 and 16,500 new homes). They have launched a consultation which is one of the first stages of preparing the Local Plan 2031 to determine where new homes should be built in South Oxfordshire. The consultation is open until 23rd July. SODC have outlined six options for the additional housing required. All agreed that Option D would be most detrimental to Tetsworth, but that Option E would disperse the housing into smaller areas which would be preferable. MS has written a draft response on behalf of the Parish Council. John Gilbert (CLP) has also drafted a response. It was agreed that individuals should respond where possible. KH reported that she has spoken to other Clerks locally. John Gilbert suggested that our response should be published via the newsletter.

Resolved: That KH/MS submit the response this week. (Attached to these minutes).

135/14

Village Environment

Jitty Grass/Cobbles – KH reported that she has spoken with Caroline Cann who has advised that there are some loose cobbles along the Jitty. She will also spray the Ash saplings adjacent to 14 The Laurels. It was also reported that 14 The Laurels have installed a new fence and gate opening into the Jitty. One of the old concrete fence posts has been discarded into the Jitty which Caroline found when strimming.

Resolved: That AM will inspect the cobbles and arrange for them to be repaired as necessary.

It was also reported that gravel is coming out from under a fence at 36 Silver Street and falling into Elm Close. This is an area where roots are also lifting the cobbles.

Resolved: That AM will inspect and advise.

14 The Laurels

Emails have been received from Mr and Mrs Knights insurance company with regards to the Horse Chestnut tree adjacent to their property, 14 The Laurels.

Resolved: To request a quotation from Owain Devey for continued maintenance of this tree.

Overgrown hedges

It was reported that there are various overhanging shrubs/bushes around the village which are causing an obstruction, especially around the Parkers Hill area.

Resolved: That the Clerk creates a generic notice that can be posted through doors politely asking for the shrubs to be cut back.

136/14

Land at Knapp Cottage/Turning Circle

The Solicitor is currently on holiday, but KH/Clerk will continue to chase before the next meeting.

137/14

Community Led Plan

John Gilbert reported that there has been a very good response to the questionnaire. With 48% of households responding. 24 households used the online method. The CLP were represented at the Village Fete and the next event is the Flower Show on the 24th August.

138/14

Correspondence

BT Broadband Cabinet

A letter has been received from a company on behalf of BT who are looking to locate a new cabinet on the green for future broadband services.

Resolved: KH to contact Adrian Hope as it will require our permission and his as custodians of the land.

Lights Out event – This is a project that is inviting everyone in the UK to turn off their lights from 10pm until 11pm on the 4th August, leaving on a single light or candle for a shared moment of reflection to commemorate and reflect upon the centenary of the start of the First World War.

139/14

Other Matters for Discussion

Update on Speeding Issues

The PCSO's have reported that they have completed a SID check. Of 85 cars travelling through the village, 9 were over 33 miles per hour and have been sent letters.

The Clerk reported that she has contacted OCC to enquire about a recent traffic survey (strips across the road). They did not arrange this and think it is a third party doing a survey for planning purposes. We can organise a survey of our own, but best after the summer holidays. There will be a cost of £100 for each strip.

Resolved: To add to the next agenda for discussion.

Social Media Policy

The Clerk reported that she has recently attended a Local Council event to talk about Social Media. She has created a policy document for Tetsworth for Social Media usage and will distribute to all the Councillors for review before the September meeting.

Resolved: To add to the next agenda.

BBOWT – Following a presentation in the village hall by a member of the trust, they would be interested in assisting the Parish council with maintaining the land behind the green. The proposal is to arrange for an on-site meeting in the autumn to assess what is required. One idea was to keep the site as a wild life sanctuary but with provision for making it a “Forest school”.

Resolved: MS to organise.

140/14

Date of Next Meeting

Please note: There is no meeting of the Parish Council during August.

8th September 2014

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.26pm