**Garsington Parish Council**

The Monthly Meeting of the Parish Council was held in the Village Hall on Monday 6th August 2012 commencing at 7.30 pm. The Chairman, Cllr Chris Wright presided; present were Cllrs Anne Eastwood (Vice-Chairman), Paul Bolam, Ian Dickinson, John Hieatt, and Judith Westgate with G Russell in attendance. Also present for part of the meeting were District Cllr Elizabeth Gillespie and two members of the public.

8/12/1 Apologies for Absence

Apologies were accepted from Cllrs Mike Patrick and Matthew Dovey and County Cllr David Turner all of whom were on holiday.

8/12/2 Declarations of Interest

None.

8/12/3 Public Participation

Mr and Mrs Opher, the applicants for P12/S1306/FUL 35 Oxford Road said that they would be pleased to answer questions about their proposal.

8/12/4. Minutes of the Annual Meeting held on 2nd July 2012

The Minutes as circulated were approved and signed as a true record.

8/12/5. Matters arising from the Minutes not covered elsewhere on the agenda

None.

8/12/6. County Councillor’s Report

County Cllr David Turner was on holiday and sent his apologies. He had asked the Clerk to contact him upon his return with details of matters requiring his attention.

8/12/7. District Councillor’s Report

District Cllr Elizabeth Gillespie said that both she and Cllr Chris Wright had attended the appeal hearing at Crowmarsh on 31st July concerning P12/S0421 Land at Kiln Lane and that both had spoken to the Inspector. The result of this appeal, which had included a site visit by the inspector, would probably not be known for some five weeks.

Cllr Gillespie said that SODC officers have been told that the new cabin that has been delivered to the Greenwoods site in Pettiwell is for storage not residential use. The officers have told the owners that a new planning application will be necessary.

8/12/8. Finance: Balances and cheques for signature

Barclays Current Account at 31st July £23,654.37

The Clerk reported that since the Council has now received a cheque for £7,800 from PA Turney being the proceeds from the sale of the ride-on mower.

The Council noted the July direct debit payment to Grundons of £56.78.

The following cheques were approved for payment:

Information Commissioner (annual registration fee) £35.00

Internal Audit & Compliance Ltd (audit service) £222.00

Bryans Lock Services (dog bin installation) £120.00

Southern Electricity £14.60

Oxfordshire Association of Local Councils £198.00

Colourplus (August/September Newsletter) £905.70

G Russell (Administration July) £88.90

G Russell (Salary) £406.97

An appeal has been received from Wheatley Park School for a contribution towards the costs of prize giving in October. The Council agreed to donate £150.00 as before.

The Council noted the Internal Auditor’s Report and Recommendations:

1. That the Council adopts formal set of Financial Regulations.

2 There should be an annual review of risks as part of the annual insurance review which should take place early in each New Year – the Council’s insurance year begins 1st June.

3 Selling advertising in the Newsletter would normally be VATable supply but because the turnover is well under the normal threshold for VAT registration this probably means the Council does not need to charge VAT. The internal auditor suggests that the Clerk should confirm this with HMRC.

4. The Clerk will circulate a copy of the ‘Model Contract’ between Clerk and Council for discussion at the September Council meeting.

8/12/9. Planning

a). Applications

P12/S1549/HH 31 Oxford Road

Erection of front entrance porch and detached double garage and store.

The Council is concerned about the size of the proposed development which is within the Conservation Area. It recommends refusal of the application as overdevelopment.

P12/S1080/HH 26 The Hill

Conversion of existing outbuildings to form ancillary domestic building.

The Council noted the comments made by a neighbour which pointed out that this ancillary accommodation, if approved, could subsequently be turned into a separate dwelling. The Council agreed to recommend approval of the application with conditions added to insist that the building must remain as ancillary to the main dwelling.

P12/S1307/HH Hill Copse Chislehampton Hill

To erect a replacement of existing conservatory to the west elevation

The Council agreed to recommend approval of the application.

P12/S1306/FUL 35 Oxford Road

Change of use from public house to dwelling (as amended by drawing number 120B accompanying email from agent dated 26 July 2012)..

The Council well understands the concern about the village losing the amenity value of another public house, The reality is, however, that many businesses such as this are no longer viable. The Council agreed to recommend approval of the application

P12/S1683/DIS College Farm, Southend

Proposed alterations and conversion of stone barn to provide a two bedroom dwelling and carport, and construction of perimeter wall. Discharge of conditions on P11/W1141. The Council had not been invited to comment on this matter which was duly noted.

b). Planning Enforcement and Appeals

The Council noted that cars have again been seen using part of the field at the top of ‘Tadpole Lane’ as a parking area. The Clerk will contact the landowner to ask if this use has been approved.

c). SODC Core Strategy – Grenoble Road

The Schedule of main modifications has been received. Any comments are required by 28th August.

d). Community-led Planning

Cllr Matthew Dovey has circulated the presentation notes that he received when attending the briefing meeting at Cassington on 23rd July. The matter will be discussed at the Council’s meeting in September.

8/12/10. Correspondence to Chairman and Clerk

a. The Council noted the forthcoming ‘Have Your Say meeting’ to be conducted by PCSO Ken Cooney outside the shop in Elm Drive. The same location will be used at part of the Village Tour by John Howell MP who will be in Garsington on Monday 1st October.

b. The application by Mr. Hugh Rawley to modify the Definitive Map across River Thame south of Chippinghurst, Cuddesdon & Denton has been rejected due to lack of evidence. The Clerk will circulate the details.

c. The Council has been invited to send a representative to attend Playground Inspection Training on Saturday 22nd September. This is being conducted by Oxfordshire Playing Fields Association (OPFA). Cllr Paul Bolam will attend.

d. A letter complaining about the unreliability of the bus service will be reported to Cllr Matthew Dovey.

e. County Cllr David Turner will be told about a complaint by a resident about the difficulty of passing the length of Kiln Lane. Cllr Turner will also be asked what progress has been made in organising the traffic speed check in Oxford and Wheatley Roads. The Council has recently received a letter from a resident who was particularly alarmed at traffic speeds in Oxford Road.

8/12/11. Sports & Social Club Lease

A meeting between representatives of both sides has been proposed for 14th August. Solicitors for both sides would be present. This will take place as scheduled provided that it is agreed in advance that the representatives will have the power to settle the matter at that meeting including the two major outstanding issues being the period of the lease and the presence of a rent review clause.

8/12/12 Fields in Trust Agreement

The Chairman has made some amendments to the suggested agreement and these have been circulated. The Parish Council agreed with these changes in general but will not make a final decision until the matter has been discussed with Cllr Mike Patrick present. This item will therefore be placed on the agenda for the September meeting.

8/12/13 Village Hall Open Day

This has been arranged for the afternoon of Thursday 6th September starting at 2.30 for 3.00. Representatives of the grant-awarding bodies have been invited. District Cllr Gillespie said that she was sorry but she would be unable to attend.

The new notice board is due for delivery in advance of the official opening.

8/12/14. Village Maintenance, including dog waste bins

The Clerk said that the costs of a cut and collect of the grass around the play area is £150; the cost of a cut only is £77.50. There have been ongoing problems with the performance of this contractor; the Clerk is in regular contact with the firm to try to improve the situation.

Ernie Tipping has strimmed the graves in the Burial ground that are to be levelled.

Mr Tipping has requested that the area under the aerial runway is resurfaced. The Council agreed to order a new supply of bark.

8/12/15 Parish Councillor special responsibilities

The following was agreed:

Street Lighting All Councillors

Bus and public transport Matthew Dovey

Recreation Ground Paul Bolam

General tidiness/litter bins Anne Eastwood

Footpaths and stiles Chris Wright and Anne Eastwood

Burial Ground Mike Patrick

Monitoring road works & signs John Hieatt and Ian Dickinson

General maintenance/trees/grass/graffiti

and bus shelters All Councillors

Website co-ordinator Judith Westgate

Display of planning applications John Hieatt

Finance Chris Wright

Tree Officer Mike Patrick

Police & Neighbourhood Watch John Hieatt

Parsler’s Piece All Councillors

Parish Plan Community-led Project Matthew Dovey

School Governor Janet Bolam

Broadband IT lobbying Ian Dickinson & Matthew Dovey

New business development Ian Dickinson & Matthew Dovey

8/12/16. New Code of Conduct/ Registration of interests

The Clerk had received new Guidance on the afternoon of this meeting. Copies are to be circulated by email so that the matter can be discussed at the September meeting.

8/12/17 Bus stop locations

The Clerk reported that County Council approval has been given for the stop near 197 Oxford Road. OCC has asked for suggestions for what the stop should be called. It was agreed to suggest ‘Northfield Brook’ after the local landmark.

The Council asked about the status of the other proposed new stops. It was said that the matter is complicated by proposals concerning a footpath but some more information will be requested.

8/12/18 Any Other Business

The Clerk confirmed the exchange of emails that he recently had with the Chairman. Mr Russell said that he would like to retire at the Council’s meeting in January 2013, although he would willingly step down in advance of that date if his replacement was appointed sooner. It was agreed that the position would be advertised in the Garsington Newsletter and through the Oxfordshire branch of the Society of Local Council Clerks.

The Meeting closed at 20.40