**GARSINGTON PARISH COUNCIL (DRAFT MINUTES)**

The Monthly Meeting of the Parish Council was held in the Village Hall on Monday 5th December 2016, commencing at 7.30pm. The Chairman Chris Wright presided, present were Cllrs Anne Eastwood, Mike Patrick, John Hieatt, Richard Betteridge, Judy Westgate, Paul Bolam and Ian Dickinson, Matthew Dovey (arrived 7.50pm), District Councillor Elizabeth Gillespie, County Councillor Lorraine Lyndsay-Gale (left 8.25pm), with L Stevenson in attendance. Also present were 7 members of the public and PC James Hopkin.

12/16/1 Apologies for Absence

Cllr Matthew Dovey – would arrive later

12/16/2 Declarations of Interest

Cllr Mike Patrick – ramp at Elm Drive

12/16/3 Public Participation

A representative of Garsington Good Neighbours reported that the group had a start-up grant from SODC but now wished to ask for a donation of £100.00 from the Parish Council to help fund their meetings. (This will be found under 12/16/8 Finance)

Charlie Payne from the Maple Tree Children’s Centre Wheatley presented their business plan (previously circulated) to the Parish Council to ask for a donation towards running costs following withdrawal of funding from the County Council. Cllr Ian Dickinson asked about safeguarding, Charlie Payne confirmed that the County Council will continue to give training. Cllr Anne Eastwood asked about funding costs for 1 year. Charlie Payne confirmed that the running costs are £40,000 per year. Cllr Chris Wright asked how many people came to a session. Charlie Payne estimated between 30-60 people. See further discussion under item 12/16/8 finance.

12 Kiln Lane – A resident reported that they had not heard from Enforcement Officers as expected and wondered if they were trying to avoid dealing with the issues. District Cllr Elizabeth Gillespie confirmed that she was in contact with the Enforcement Officers and is kept informed.

A resident suggested that it may help to have a nominated person for their group that the Enforcement Officer can deal directly with, and that nominated person could then communicate with the rest of the group.

8 Kiln Lane – A resident pointed out that an article in the current Oxford Mail gave Mr Collins living at Redbridge rather than 8 Kiln Lane.

Cllr Chris Wright said we need to decide what further action we can take regarding the whole of Kiln Lane Cllr Chris Wright commented that the District Council have let the Parish down over the past 5 years. District Cllr Elizabeth Gillespie suggested that the Parish Council request the planning committee to consider the ‘special circumstances’, so that even though they are confidential, the planning committee will be aware of them and may make a more informed decision. Cllr Chris Wright suggested waiting 28 days, then the Parish Council would write to the Planning Committee and John Cotton Leader of SODC, copying the nominated person from the group, then consider escalating action. Agreed.

Cllr Chris Wright gave the Chair to Cllr Anne Eastwood. PC James Hopkin spoke about the numerous complaints received about the number of cars parked outside Greenwoods in Pettiwell and the length of time the problem had been apparent. He informed the Parish Council that the Police were unable to impose any penalties until dark and really there was no budget for action on their part. He reported that the business is aware they are causing a problem. In his opinion, the solution could be double yellow lines from B480 junction to the footpath sign on the corner in Pettiwell with a suitable gap for the entrance of the business. The Police are unable to pay for this. County Cllr Lorraine Lyndsay-Gale said that the lines could be put in quickly. Cllrs Anne Eastwood and Richard Betteridge said it would cost around £2,500 for the planning process which could take 6 months, and the total was likely to be around £4,000. PC James Hopkin said he would speak to Chris Hulme of Road Safety to ask for support. Cllr Chris Wright stated that it was very important for the Parish Council to have the support of the police. Cllr Anne Eastwood thanked him for his time and support at the meeting.

Cllr Chris Wright resumed the Chair.

PC James Hopkin asked if there was any other matter he could help us with, Cllr Anne Eastwood asked if we could have a newsletter just for Garsington, rather than the Thame newsletter. PC James Hopkin will email Ryan Dollary.

12/16/4 Minutes of the Monthly Meeting held on 7th November 2016

The minutes were agreed and signed.

12/16/5 Matters Arising from the Minutes not covered elsewhere on the Agenda

11/16/6 Cllr Mike Patrick raised the Combwell potholes – these potholes have been poorly repaired and become potholes again. Cllr Anne Eastwood also stated that the road surface is also deteriorating near 53/55 Oxford Road with water pouring out causing a resident to fall on ice during a cold spell. County Cllr Lorraine Lyndsay-Gale urged the Parish Council and everyone else to keep reporting these on the pothole line and also to contact Keith Stenning.

Cllr Richard Betteridge is still looking into a safety policy and suitable record keeping of training and risk assessments.

12/16/6 County Councillor’s Report

The report arrived this month and was circulated.

County Cllr Lorraine Lyndsay-Gale drew the Parish Council’s attention to the strategic study into the Oxford to Cambridge Expressway, an initiative from central government with OCC having consultee status only. See [www.gov.uk/government/uploads/system/uploads/attachment\_data/file571353/oxford-to-cambridge-expressway-strategic-study-stage-3-report.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file571353/oxford-to-cambridge-expressway-strategic-study-stage-3-report.pdf)

Cllr Matthew Dovey stated there was also a railway option in the study.

A new study is to be carried out to investigate a workplace levy scheme and a congestion charging scheme for Oxford.

Also, pharmacies across the area will provide a free thermometer to make sure their homes are warm enough. Those with concerns about heating bills can contact the Affordable Warmth Helpline on 0800 107 0044. For more information on how to keep warm see [www.oxfordshire.gov.uk/keepwarm](http://www.oxfordshire.gov.uk/keepwarm)

Cllr Mathew Dovey commented that Elm Drive pavements had been re-tarmaced. Cllr Richard Betteridge said it was a cheaper surface treatment rather than a tarmac product.

12/16/7 District Councillor’s Report

The Local Plan consultation will be reported at the end of January 2017.

The SODC Housing Team won a bronze medal for their service.

A proposal for personal grants of £5,000 to be given to District Councillors to use in projects of their interest has been put forward.

The Grenoble Road plan will be turned down and there is likely to be an appeal and Parish Councils need to be prepared for this. Cllr Anne Eastwood was already talking to CPRE about this and other proposals, and went onto say that CPRE were coming to talk to the village Garsington Society meeting 21st February 2017.

District Cllr Elizabeth Gillespie confirmed no plans had been received from Brasenose for Northfield Brook area yet.

Cllr Mike Patrick asked about the Chalgrove plan. District Cllr Elizabeth Gillespie said this is still the preferred option for SODC but nothing has been decided yet.

12/16/8 Balances and cheques for signature

Barclay’s Current Account at end of November 2016 - £30,738.93

To note DD payment to Grundon for £43.46

Receipts – none

The following cheques were approved and signed

Oxfordshire South and Vale Citizens Advice for a donation approved at November Parish Council Meeting - £100.00

Tenancy agreement proforma download – Lorna Stevenson - £15.31

SODC dog bin emptying service July 2016 to September 2016 - £75.35

Clerk’s salary November - £359.25

Richard Betteridge for Christmas tree lights and timer - £31.95

Tony Wyer for submission and gaining of planning permission for the ramp at Elm Drive stores - £297.50

Budget items –

Draft budget already circulated for discussion. The Clerk said that the grant income would be less in the next financial year as there would be no large expenditure on playground equipment. Likewise, VAT refunds would be less too. Village maintenance will increase with the proposal to put bark down in the playground. Expenses cover more one-off costs that do not come under other budget heads. Cllr Richard Betteridge suggested a line in the budget for small one-off projects.

The Parish Council agreed to increase the 2017/18 precept by 3% to £22,660.00. The Clerk will complete the relevant forms and send to SODC.

Cllr Mike Patrick suggested that the Garsington Good Neighbours apply directly to the Village Hall Committee for their hall hire fee to be waived. Cllr Mike Patrick offered to take the letter sent to the Parish Council to the next Village Hall Committee in January 2017.

Cllr Chris Wright thanked Cllr Mike Patrick for his help with this matter.

Cllr Chris Wright proposed that if the Maple Tree Centre is approaching all other Parish Councils, and all contributed a pro-rata amount, then a donation of £750.00 would be reasonable. Cllr Paul Bolam suggested the Parish Council donate that amount this year (2017/18) subject to the centre receiving funding from the sources they already identified. This would be subject to review. Agreed. The Parish Council would also like to know how many Garsington residents used the service over the year (2017/18).

An amount of £4,000 has been estimated for yellow lines outside Greenwoods on Pettiwell, District Cllr Elizabeth Gillespie promised to give £1,500 of her personal grant towards this project if the grant is agreed. Cllr Anne Eastwood led this discussion, the Parish Council agreed to the proposal to budget for these yellow lines.

12/16/9 Planning

P16/S3744/HH – 27 The Hill – proposed single storey extensions at front and rear.

The Parish Council had no objection to this proposal.

12/16/10 Correspondence to Chairman and Clerk

Cllr Chris Wright had received a complaint about street lights not working, calls to the relevant officer have gone unanswered. Cllr Chris Wright will contact County Cllr Lorraine Lyndsay-Gale on this matter.

The Clerk had received an email from Charlie Payne, on behalf of the Friends of the Maple Tree Children’s Centre requesting to speak at the Parish Council meeting on 5th December – see item 12/16/3.

The Clerk had received a letter from Garsington Good Neighbours requesting a donation – see 12/16/3 and 12/16/8 Finance item.

The Clerk had received a letter from Sue Ryder Nettlebed Hospice requesting a donation. The Parish Council agreed that the organisation was too far from the village to consider a donation. The Clerk to write and inform them of this decision.

The on-going matter of the number of cars parked along Pettiwell outside Greenwoods.

An email was sent to the Clerk regarding water on the Oxford road which had frozen causing a resident to fall when crossing the road on 29th November – see item 12/16/5.

The Clerk had received a letter from SODC regarding the Big Clean Up Project asking which particular areas the Parish Council would like to have cleaned. The cleaning will involve litter picking, sweeping and removing weeds and moss on pavements. The Parish Council agreed the areas needing attention were – the footpath on Combwell on the Oxford Road up the hill, the raised footpath opposite the manor on Southend, the footpath outside the old school, the alley on Oxford Road giving access to Hazel End, litter picking in Pettiwell and by the shops in Elm Drive. The Clerk will convey this to SODC.

The Clerk received an email from a Southend resident drawing attention to the proposed Oxford to Cambridge Expressway – see item 12/16/6.

12/16/11 Playground

Cllr Paul Bolam advised the Parish Council that the claim for the SODC grant was in progress.

12/16/12 Village Maintenance

Disabled ramp at Elm Drive shops – application for planning permission granted and now ready to move forward. Cllr Richard Betteridge said detailed construction drawings were now needed and an amount for this and the works were included in the budget for 2017/18.

Cllr Chris Wright asked if the Parish Council still wanted to continue with this project. Agreed to continue.

Cllr Matthew Dovey stated that one month’s notice was required to move the post box at no cost.

Old wall behind stone cross – Cllr Paul Bolam has submitted an application, still on-going.

Defibrillator at Willow Close – The Clerk had received a response from Pye Homes granting permission for the works. They request notification of the commencement, completion and photographic evidence of the works. Cllr John Hieatt suggested a metal hoop would be better and work could be undertaken by the Parish Council volunteer group.

Parsler’s Piece – Cllr Chris Wright brought up the issue of a parishioner gardening Parish Council land, would now be the time to regularise this arrangement with a tenancy agreement, sell the land or leave the situation as it is. Cllr Matthew Dovey noted that the Parish Council needed to protect their ownership of the land notwithstanding that Parsler’s Piece are fields in trust. Agreed to go ahead with a tenancy agreement.

Christmas tree lights – Cllr Chris Wright thanked Cllr Richard Betteridge for purchasing and organising putting up the lights. Agreed to get another key cut for the electric box, Clerk to arrange.

12/16/13 Village Bus Service

Cllr Matthew Dovey reported that the service would continue after January 2017 with minor changes.

12/16/14 Policing/Speed Monitoring

Cllr Matthew Dovey will move the sign to face the other way on Wheatley Road. Cllr Anne Eastwood felt that the sign was in a good place on the Wheatley Road, but asked if the Parish Council could purchase a further speed monitoring sign possibly of a simpler design. Cllr Matthew Dovey will look into the cost of other signs.

12/16/15 Broadband Cabinet – The Green

Cllr Matthew Dovey said this was still on-going.

12/16/16 Land adjacent to St Mary’s Churchyard

Cllr Chris Wright reported that this matter was on-going.

12/16/17 Neighbourhood Plans

Clerk has emailed Peter Canavan, Senior Planning Officer, to say that the Garsington Neighbourhood Plan will be just our parish. The new Neighbourhood Plan officer is Ricardo Rios ([ricardo.rios@southandvale.gov.uk](mailto:ricardo.rios@southandvale.gov.uk)), he will send a form to complete and is happy to meet with the steering group. Cllr Anne Eastwood had recently been to a meeting where the speaker after extensive research into Neighbourhood Plans, said most Neighbourhood Plans were rejected, needed extensive reworking and ended up being a waste of time. District Cllr Elizabeth Gillespie felt it was important to continue with the Neighbourhood Plan which has material weight.

12/16/18 Any Other Business

Cllr Paul Bolam reported that there were still problems with the car park gate being locked stopping good access to the playground. Cllr Mike Patrick said it was hard to find people to be responsible for locking/unlocking the gate. Cllr Matthew Dovey offered to look into timed locks.

Cllr Richard Betteridge raised the quotes received for clearing the brambles at Parsler’s Piece. One contractor will kill the brambles, the other will not. The Clerk gave the figures for the two quotes received - £920.00 (no VAT) and £904.00 (inc VAT)

Cllr Anne Eastwood reported that the final cut on Parsler’s Piece had not been done. The Clerk will contact BGG to find out what has happened.

Cllr Mike Patrick asked about cutting the hedge on Denton Lane by the sports and social club and hedge behind the play area as normally done. The Parish Council agreed to this being cut. The Clerk to ask previous Clerk who did the cut last time.

Cllr Mike Patrick reported that the fridge was still outside the flat at Elm Drive Stores.

Meeting closed at 9.50pm