**GARSINGTON PARISH COUNCIL (DRAFT MINUTES)**

The Monthly Meeting of the Parish Council was held in the Village Hall on Monday 6th February 2017, commencing at 7.30pm. The Chairman Chris Wright presided, present were Cllrs Anne Eastwood, Mike Patrick, Richard Betteridge, Judy Westgate, Paul Bolam (left 8.45pm), Ian Dickinson and Matthew Dovey, County Councillor Lorraine Lyndsay-Gale (arrived 8pm, left 8.15pm), with L Stevenson in attendance. Also present were 4 members of the public.

2/17/1 Apologies for Absence

District Cllr Elizabeth Gillespie - holiday

John Hieatt – family illness

2/17/2 Declarations of Interest

Cllr Mike Patrick – ramp at Elm Drive

2/17/3 Public Participation

A member of the public requested an update on Kiln Lane. Cllr Chris Wright had discussed with District Cllr Elizabeth Gillespie the letter the Parish Council had sent to John Cotton, Leader of SODC. He had not, as yet, replied. Cllr Chris Wright hoped the letter would illicit a response, but if not, the Parish Council would be willing to take it further to a wider press. Cllr Anne Eastwood enquired if District Cllr Elizabeth Gillespie had asked the Enforcement Officer to serve a breach of condition notice, as she had been asked to do at the last meeting. Cllr Chris Wright responded he did not know if this had happened. Cllr Anne Eastwood suggested a meeting with the Enforcement Officer, Cllr Chris Wright agreed to put forward some dates to arrange this with interested parties.

2/17/4 Minutes of the Monthly Meeting held on 9th January 2017

The minutes were agreed and signed.

2/17/5 Matters Arising from the Minutes not covered elsewhere on the Agenda

Cllr Anne Eastwood noted that the request for a volunteer to lock and unlock the playground car park gate did not go into the Parish Newsletter. Cllr Chris Wright had discussed this with Cllr Paul Bolam and wanted to discuss the matter with the Chairman of the Sports & Social Club before putting anything in the Parish Newsletter.

Cllr Paul Bolam reported that the second half of the playground grant had been received.

2/17/6 County Councillor’s Report

The report was circulated.

County Cllr Lorraine Lyndsay-Gale gave an update on the proposal for a single Unitary Council, saying that Area Boards would be the forum for local planning. The consultation process is currently happening with comments invited until 28th February. Cllr Anne Eastwood asked whether Neighbourhood Plans would still be relevant. County Cllr Lorraine Lyndsay-Gale felt it was still important to produce Neighbourhood Plans. County Cllr Lorraine Lyndsay-Gale confirmed that the County Council was opposed in principal to development on the Greenbelt.

Cllr Chris Wright noted that the consultation period for double yellow lines in Pettiwell would end on 17th February and asked if the Parish Council could support their own proposal. County Cllr Lorraine Lyndsay-Gale offered to check if this was possible.

2/17/7 District Councillor’s Report

None received.

2/17/8 Finance

The Clerk reported that the Parish Council’s insurance with Zurich Municipal will end on 31st May 2017. There are two companies offering specialised insurance – Zurich Municipal and Aviva. Agreed the Clerk will get 2 quotes and investigate the possibility of using a broker.

Balances and cheques for signature –

Barclays Current Account at end of January 2017 - £30,861.29

To note DD payment to Grundon for £43.46

Receipts –

SODC Playground grant second part £2867.00

Direct credits for Newsletter advertising - £758.00

(From New Leaf £400.00, D’Oyleys Farm £48.00, Ben Smith £70.00, Oxford Aerial £60.00, AD Ousley £120.00, Washingtons plumbing £60.00.)

Cheques received for Newsletter advertising - £240.00

(From Wheatley Dental Practice £60.00, Khushi Khushi Fitness £12.00, Hooper & Weston £120.00, Crazy Bear £48.00.)

The following cheques were approved and signed

BGG – Amended invoice for grasscutting November £300.00

SODC Dog Bin Emptying 1st October- 31st December £75.35

Colourplus – Parish Newsletter Feb/March - £900.44

Newsletter Editor expenses - £401.40

Cllr Mike Patrick asked if the costs were based on the number of pages. He noted that the costs for the Newsletter had gradually increased and it was agreed that the Clerk would look up the last 6 bills for the Newsletter to see the reasons for the increase and report to the Parish Council at the next meeting.

Clerk’s salary January - £449.06

Office consumables (printer ink, postage stamps) - £68.77

2/17/9 Planning

P16/S4295/FUL – variation of condition 2 of P14/S0567/FUL for the substitution of proposed plans. Conversion and alteration of vacant first floor office accommodation to create 2 x two bedroom flats with shared external amenity space, South Oxford Business Centre, Lower Road, Garsington.

The Parish Council had no objection to this proposal.

Cllr Paul Bolam asked the Clerk to find out how many residences on the site to help him with delivery of the Newsletter.

P17/S0049/HH – proposed single storey rear extension and replacement porch, 100 Wheatley Road.

The Parish Council had no objection to this proposal.

P17/S0169/LB – (Listed Building Consent) – demolition of external buildings associated with property when it was once a Public House, and the construction of a single storey extension and construction of an en-suite bathroom, Plough Inn, 1 Oxford Road, Garsington.

The Parish Council had no comment to make on this proposal.

And P17/S0133/HH – construction of new attached pavilion containing kitchen and dining facilities. Conversion of existing kitchen into a utility room, construction of en-suite bathroom at first floor level and the demolition of various outbuildings and hard standings associated with the property when it was once a Public House. Plough Inn 1 Oxford Road, Garsington.

The Parish Council had no objection to this proposal.

P16/S3989/FUL – Proposed family dwelling, garage and carport on vacant land. Amendment to APP/Q3115/W/16/3148649, land adjacent The Green, Garsington.

Following a discussion, the Parish Council had the following objections – there would be overshadowing of a neighbouring listed building, there would be damage to existing tree roots off site, the increased size would become over development of the site, and the development is too close to an existing ancient monument.

P16/S3985/FUL – replacement stables and workshop and studio, Lower Farm House, Lower Road, Garsington.

The Parish Council had no objection to this proposal.

P16/S3728/FUL – removal of wall behind the ‘Old Cross’ on The Green and retention of a small section of wall to which electricity box is attached.

The Parish Council noted their application.

To note a BT application for a broadband cabinet opposite King’s Copse.

To note – Certificate of Lawful Development for single storey extension to rear of main building and side of original single storey out-building, 7 North Manor, Garsington.

And to note – Certificate of Lawful Development for the conversion of an existing integral garage into living accommodation at 38 Willow Close, Garsington. (Passed.)

2/17/10 Correspondence to Chairman and Clerk

The Clerk reported to SODC re Big Clean Up Project, that the Biffa waste team have done some of the areas requested and some not requested. SODC have passed these comments onto the waste team.

The Clerk had received an email from a resident with concerns about overweight vehicles driving through the village. The Clerk sent a link to report to Oxfordshire trading standards and a guide to vehicle sizes.

The Clerk had received information about a free war memorials workshop on 1st March offering training to undertake a condition survey and information about repairs and conservation. As well as a letter from a company offering war memorial cleaning. The Parish Council felt that the war memorial was in a good state.

The Clerk had received information from SODC about the Great British Spring Clean 3-5th March. Clerk to send the information onto a resident who had previously been involved in organising a workforce for this event.

The Clerk had received an email from a resident concerning the yellow diversion sign on the Wheatley Road sending traffic through the village rather than into Horspath. Cllr Matthew Dovey will look at the traffic map to see how long the roadworks are likely to take.

2/17/11 Pettiwell Double Yellow Lines

No further comments.

2/17/12 Playground

Cllr Paul Bolam advised the Parish Council there was nothing further to report.

2/17/13 Village Maintenance

Disabled ramp at Elm Drive shops – Cllr Richard Betteridge reported that detailed drawings were imminent. Once received and scope of works produced, the Clerk will look for 2 quotes. Cllr Matthew Dovey noted that Royal Mail have been informed that there would be a need to move the post box.

Old wall behind stone cross – See planning application in 2/17/9.

Defibrillator at Willow Close – Cllrs Richard Betteridge and Matthew Dovey have looked at the site to determine the way forward and will consult further with Cllr John Hieatt.

Parsler’s Piece –The Clerk had received one further quote. After a discussion, the Parish Council agreed to award the work to BGG with their quote of £754.00 + VAT. The Clerk will contact all parties and will ask BGG to notify when the work will be done so that the job can be monitored.

2/17/14 Village Bus Service

Cllr Matthew Dovey reported that the new timetable was working with only 1 cancelled service per week on average.

Cllr Mike Patrick noted that a lot of people now drive and park in Cowley and then take the bus.

2/17/15 Policing/Speed Monitoring

Cllr Matthew Dovey reported that the monitor had been moved to Oxford Road. The statistics for Wheatley Road had been sent to PCSO Ryan Dollery who had been pleased to receive this useful data.

2/17/16 Broadband Cabinet – The Green

Cllr Matthew Dovey reported that the high density cards had been installed in the existing cabinet.

The Parish Council had also received notice from BT that a new cabinet would be installed opposite King’s Copse.

2/17/17 Burial Ground

Cllr Chris Wright reported that the agreement for the tract of land was ready to sign. Cllr Chris Wright wanted to note that there may be a requirement to produce evidence of an archaeological dig to satisfy SODC, and although it is usual for the vendor to put up a fence, that requirement is not in this case being asked of the Parish Council. To convert the land into a burial ground, however, a fence needs to be present and this must happen to comply with the planning permission. The Parish Council agreed to sign the documents.

Cllr Chris Wright proposed that with the return of the badgers to the burial ground, the Parish Council should apply for ‘exceptional permission’ from Natural England to interfere with the set. Agreed the Clerk to locate licence paperwork and apply.

2/17/18 Neighbourhood Plans

Clerk confirmed that the application form had been sent. Since then a request had come from Ricardo Rios to confirm the Parish Council only wanted to include the Parish in their Neighbourhood Plan and asking their reasoning for this. Clerk gave a statement to satisfy this request.

2/17/19 Any Other Business

Clerk reported that they had not heard any more from CPRE about the ‘Science Village’ leaflets the Parish Council had agreed to help distribute. Clerk agreed to contact CPRE for an update.

Meeting closed at 8.55pm