**GARSINGTON PARIS****H COUNCIL - draft minutes**

The Monthly Meeting of the Parish Council was held as a virtual meeting on Monday 7th September 2020 at 7.30pm. The Chair was Cllr Chris Wright, present were Cllrs Paul Bolam, Mike Patrick, Ian Ashley, Anne Eastwood, Judy Westgate, Matthew Dovey, County Cllr Lorraine Lyndsay-Gale, District Cllr Elizabeth Gillespie with L Stevenson in attendance.

3 members of the public were present, representations had also been asked for by letter or email

9/20/1 Apologies for Absence

Cllr Richard Betteridge

9/20/2 Declarations of Interest

Cllr Matthew Dovey re planning application P20/S2752/HH

9/20/3 Public Participation

Cllr Chris Wright welcomed the ‘virtual’ members of the public to ‘Public participation’

A resident commented on problems created by the recent parking on the play area at the Memorial playing fields. Cllr Chris Wright explained that the exceptional parking arrangement with stewarding was agreed at the last Parish Council meeting for the recent special catch up sporting events. It was not planned to be a long-term arrangement. The resident also stated that a lot of cars were parking along the lane to use the play area as they did not have access to the car park.

Cllr Mike Patrick stated that the main gates are closed to stop unwanted overnight parking and there are no volunteers to open and close the main gates during the day.

Cllr Anne Eastwood proposed a rota to ensure the car park gate at the bottom was open during summer months next year. This was agreed, Cllr Paul Bolam offered to help organise the rota.

9/20/4 Minutes of the Monthly Meeting held on 3rd August 2020

These were agreed.

Minutes of the extraordinary meeting held on 28th August to sign Annual Return paperwork for External Auditor. These were agreed.

9/20/5 Matters Arising from the Minutes not covered elsewhere on the Agenda

District Cllr Elizabeth Gillespie stated she had not actioned the road sign arrow for Willow Close as agreed. Will arrange for this to be done.

Cllr Chris Wright reported that the meeting with Greenwoods had been deferred pending information or action from Environmental Health. Cllr Ian Ashley stated that he had also spoken to the PCSO who is willing to visit the property to look at any abandoned vehicles.

Cllr Chris Wright reported that the owners of The Manor were willing to contribute towards the costs of hedge cutting along Pettiwell.

9/20/6 County Councillor’s Report

previously circulated

9/20/7 District Councillor’s Report

District Cllr Elizabeth Gillespie had taken part in the Examination in Public of the Local Plan 2034 but was shocked by the report following the EIP. There will be an opportunity for public comment on the major amendments contained in the report.

Cllr Chris Wright stated that he, Cllr Ian Ashley and a resident were to meet with the Brasenose President and Bursar regarding the Northfield development on 21st September.

9/20/8 Finance

The Clerk had received a report from the Internal Auditor – previously circulated.

Cllr Chris Wright stated that the points raised were low risk and have no impact financially or on the probity of the Parish Council.

Cllr Chris Wright also stated that the Parish Council has reserves, some of which are earmarked for specific areas, for example funds received from the Community Infrastructure levy and these are special reserves that will be separate from the normal reserves figure.

The Clerk reported that the Annual Return paperwork had been submitted to the External Auditor and had received a query from them regarding the publication of Notice of Rights which had been answered.

All papers relating to the Annual Return will be published on the Parish Council website and information put onto noticeboards.

The Parish Council formally discussed the Community Infrastructure Levy monies (paperwork circulated). The Parish Council agreed again to receive these from SODC direct. Clerk will respond to SODC.

The annual review of the Clerk’s salary was raised. Cllr Chris Wright will contact the Clerk direct for further background information.

The Clerk reported that the invoice for dog bin emptying from SODC was correct and the service charge had increased by nearly 4 times. The Clerk is investigating alternative suppliers of this service. Cllr Anne Eastwood suggested removing the 6 dog waste bins as dog waste can now be put directly into ordinary litter bins. There may need to be some extra ordinary litter bins provided. It was agreed to delay the discussion until the Clerk had received some feedback from potential providers.

Balances and invoices for payment

Barclays Current Account at end of August - £65,481.26

To note DD to Grundon of £50.02

To note DD to Information Commissioner of £35.00

Receipts - £288.00 – direct credits for advertising and 2 cheques total £40.00 for advertising

The following invoices were approved for payment online

£769.50 – Colourplus for printing Aug/Sept Newsletter

£542.40 – BGG for grass cutting August

£317.52 – SODC for dog bin emptying April-June (previous overpayment of £5.40 corrected here)

£300.00 – Inhabit (A Bower) for supply and delivery of stone for verge protection in Denton Lane and North Manor estate

£222.00 – IAC Consultancy Ltd for Internal Audit work 2020

£115.80 – Playsafety Ltd for RoSPA Inspection 2020

£156.00 – Banbury Turf for 2 bags of bark for play area

£90.00 – to reimburse Cllr Anne Eastwood for wildflower seeds

£53.02 – to reimburse Cllr Richard Betteridge for grass seed for burial ground and gate post for community orchard (£29.02 of this will be from CIL money)

£516.10 – Clerks salary August

£28.78 – to reimburse Clerk for Zoom fee Aug/Sept and Sept/Oct

All payments agreed.

Cllr Judy Westgate will set up the payments and authorise and Cllr Chris Wright will authorise them as well.

9/20/9 Planning

P20/S2272/FUL – repairs to church roof following theft of lead and copper roofing from church tower. The Parish Council had no objections to this application.

P20/S2608/HH – 11 The Hill – removal of existing single storey extension, demolition of garage and replacement with new double fronted carport.

Following a discussion, the Parish Council had no objections, but asked the Clerk to make a comment on the planning portal regarding the non-infringement of the footpaths FP37/40 alongside this property.

P20/S2617/FUL – The Manor 28 Southend – works to existing dovecote to include installation of first floor level with access stair and associated structure. Works also to include installation of new windows and entrance door repair. Also, P20/S2636/LB as above.

The Parish Council were happy to delegate this listed building decision to the planning officers.

P20/S2752/HH – 9 Willow Close – single storey front extension. Following a discussion, the Parish Council asked the Clerk to submit objections on the same grounds submitted for a previous application on an identical building in Willow Close. Cllr Matthew Dovey did not vote on this planning application.

Clerk will submit the following objections – The proposed application would encroach on the existing building line closing off further the open character of the Close. The proposed application would create dark corners and block light from adjacent houses.

P20/S3100/LDE – Kings Copse – existing use of the land as a caravan site for the stationing of 129 residential mobile home/caravans (all falling within the definition of a caravan in the Caravan Sites and Control of Development Act 1960, as amended).

Following a discussion, the Parish Council agreed to submit comments in support of a local resident affected by the development.

P20/S3087/DIS for development work at the following location – Land adjacent to 20 Wheatley Road Garsington – discharge of conditions 3 (materials) & 5 (surface water drainage) on P17/S3401/FUL – single storey house with Mezzanine

Following a discussion, the Parish Council asked the Clerk to draw to the attention of the Planning Officers and Planning Enforcement that planning condition 6 (Wheatley Road improvement) was not discharged before start of building.

Kiln Lane funding of legal representation. Following a discussion, the Parish Council agreed to put a cap of £10,000 on expenditure in respect of legal representation for this appeal. This would be in addition to the c£5,000 already spent on professional advice.

9/20/10 Correspondence to Chairman and Clerk

The Clerk had received a questionnaire to complete regarding the re-opening of the Village Hall. Clerk had previously confirmed that the Parish Council is covered under their existing insurance policy with Zurich.

Cllr Ian Ashley had spoken with the PCSO about the vehicle parked on Oxford Road on the road hump. The PCSO did not see this as a parking enforcement issue, but the PCSO expressed support of a chicane at that point of the road and would like to discuss a way forward with County Council. County Cllr Lorraine Lyndsay-Gale supported this. Cllr Ian Ashley will send the PCSO contact details for County Cllr Lorraine Lyndsay-Gale.

Clerk had received an email from a resident in Poplar Close regarding cars parking in the turning points in the Close where the surface markings have eroded. Clerk will send details onto County Cllr Lorraine Lyndsay-Gale for action.

Clerk had received an email from a resident in Combewell regarding overgrown trees on the green area. Clerk will contact the County Council Tree Officer for action.

Cllr Matthew Dovey reported that a fire engine had found it difficult to access a flooded property in Willow Close due to badly parked cars. Cllr Chris Wright agreed to write a piece for the next Newsletter about considerate parking and Cllr Ian Ashley offered to contact the PCSO for help generally with parking in the village.

Clerk had received another email regarding parking and oil contamination along Pettiwell.

Cllr Chris Wright will follow this up when the Parish Council meets with the owner.

Clerk had received an email from BT regarding the payphone on The Green at OX449DF. BT gave notice of the removal of the equipment inside the box unless the Parish Council objected with reasons. The Parish Council, however, can decide to adopt the empty box. The Clerk was asked to find out how many calls had been made from the box in the last year and whether the ownership of the box could be transferred to the Parish Council.

The Clerk had received a request from a resident to use the bus shelter across from the Village Hall for a book share site which they will maintain. This was agreed.

9/20/11 Playground/Sports and Social Club

The RoSPA inspection report (previously circulated) was discussed. Cllr Paul Bolam reported that a medium level of risk concerning the swing (installed 5 years ago), had been cited for the first time in the report. Cllr Paul Bolam had contacted the installers (Playdale) to ask their thoughts on this matter.

Once the bark has been delivered, Cllr Paul Bolam will be calling for help to distribute this on the play area.

Cllr Paul Bolam had checked the play area and the defibrillators.

9/20/12 Village Maintenance

Cllr Chris Wright and Cllr Ian Ashley reported that there were more than 10 drains and gullies blocked around the village and immediate remedial action was needed. County Cllr Lorraine Lyndsay-Gale will arrange for work to be progressed and report back.

Cllr Paul Bolam reported that the salt bin at Birch Close had been tipped over and would need several people to lift it back into place.

9/20/13 Village Bus Service

Cllr Matthew Dovey reported that there was a new timetable with an increased service. There was now an hourly service on Saturdays and a new Sunday service.

9/20/14 Burial Ground

Cllr Chris Wright reported that he had received an email detailing the admin work done on behalf of the Parish Council. Clerk will circulate the email for all to decide the way forward. Historically, this work was done by the church.

9/20/15 Oxford-Cambridge Expressway/Northfield Update

No update.

9/20//16 Any Other Business

Cllr Anne Eastwood asked the Clerk to contact BGG to request a full cut on Parsler’s Piece when they next work in the village to enable the wildflower seeds to be sown before the frost.

The next Parish Council meeting to be held on Monday 5th October at 7.30pm using Zoom.

Meeting closed at 9.00pm