

**MINUTES OF THE MEETING OF GREAT HASELEY PARISH COUNCIL HELD ON
MONDAY 9 MARCH 2020 AT 7.30PM IN THE VILLAGE HALL**

Present: Cllrs A Sheppard (Chair), A Gheissari, D Lindsay, C McGuirk, C Pickett, E Spencer, P Woodrow, A Oughton (Clerk) and 11 members of the public.

19/186 Public Discussion and Public Questions

Residents of Back Way raised concerns regarding the deterioration of Back Way. An A4 sheet listing a number of questions was presented to the Parish Council with a request for written response.

Residents asked what the framework was for the Community Infrastructure Levy (CIL) consultation on 21 March 2020. It was felt the Parish Council had, by default a shared responsibility along with those who owned land on Back Way and the wider Haseley Community for its care and maintenance.

The Chair confirmed the Parish Council would provide a written response to the questions raised. The framework for the CIL consultation would be discussed later in the agenda. The Chair had spoken to the District Council Officer responsible for CIL and asked whether CIL monies could be used to contribute to improving Back Way. The Officer had confirmed in principle funds could be used as long as the necessary obligations related to CIL were adhered to.

The Chair further confirmed that Cllr Gheissari had been appointed Council Representative for Back Way.

19/187 Apologies for Absence

There were no apologies for absence.

19/188 Declarations of Interest and Dispensations

Cllr Spencer declared an interest in item 19/193 – Back Way and did not take part in the discussion.

19/189 Minutes

The Minutes of the meetings held on 10 February 2020 and 24 February 2020 were confirmed as a correct record and signed by the Chairman.

19/190 Matters Arising

Cllr McGuirk reported having a torrid time at the bank when she visited to present her identification for her signature to be added to the Parish Council account. The result being the branch had taken the mandate to forward onto their Business Division.

It was agreed the Clerk will contact the bank to see what information was outstanding in order for the four new signatories to be added to the account.

19/191 St Peter's Church

Rev Toby Garfitt and Tim Suter provided an update on the works to St Peter's Church.

Many residents will have noticed Heras fencing has been placed around the lychgate and also at the back of the church. The posts of the lychgate had become unstable and presented a health and safety issue. The repair / replacement of the gate posts may mean being without the lychgate for around a year.

Tests had been carried out to the church tower and the roof which showed both required work. Some stone work was also in need of repair. The work will require scaffolding to be erected and this will have implications for people walking through the churchyard. There will undoubtedly be inconvenience to the community whilst the work takes place.

Work on the church tower will be funded from a trust fund. Whilst the work is carried out fundraising will take place to cover the cost of the remaining work. A fundraiser has been appointed and a Building Committee will be established.

The work provided an ideal opportunity for other improvements such as turning the entrance inside the west door into an exhibition area, not just for use by the church but also for village projects. A proper disabled access, improvements to the heating and also the addition of projection facilities were planned.

The church wanted the residents and wider community to know about the planned work and to ask for assistance in writing letters of support for grant funding applications. Any donations towards the work will be gratefully received.

The Chair thanked Toby and Tim for the update and wished the church every success with the planned work and fundraising.

19/192 Planning Applications

P19/S2503/O (Outline) - Haseley End Rectory Road Amendment No. 4

Demolition of existing building and garages. Construction of 4 new residential attached dwellings, car parking and new vehicle crossover with access, appearance, layout and scale to be determined at this stage. (As amended by plan 103 Rev A (landscaping) and plans received 24 October 2019 reducing the number of units from 4 to 3. Reduction in number of parking spaces, alteration to design and materials of dwellings, by Heritage Statement dated December 2019 and by plans C781 100C, 102B and 101B which reduces the size of the development to 2 x 3 bed units and 1 x 1 bed units and removes the proposed new access).
Resolved to Object to the amended application. A full response would be sent to the District Council.

19/193 Back Way

Cllr Gheissari has sought advice from a civil engineer and discussed different ideas and terminology to enable a good case to be put forward to Oxfordshire County Council (OCC) regarding the risks to pedestrians using Back Way through slips, trips and falls.

Cllr Gheissari had been in email communication with OCC regarding the deterioration of Back Way. As OCC also receive a percentage of CIL funds, Cllr Gheissari was lobbying OCC officers for consideration to be given to spending the portion of CIL it had received from developments on Back Way on improvements to its condition.

The Chair had spoken to the Rights of Way Officer when she visited the village almost a year ago, their response had been, that Backway's designation as a footpath meant OCC was not prepared to bring it up to standard for vehicles. Cllr Gheissari had contacted the

Officer again recently and sent photographs showing the further deterioration that had taken place since the Officer's visit.

The Parish Council had received approximately £14,000 in CIL funding to date, none of which had been spent. There was no requirement for the Parish Council to consult the residents on how the CIL funds are spent but the Parish Council had agreed at previous meetings that consulting with parishioners was the right course of action. An article in The Haseleys inviting suggestions for suitable projects did not yield very much response, but the Parish Council had prepared a list of possible projects. It had been decided to hold a public consultation in the village hall on Saturday 21 March 2020 between 11am – 1pm. The Parish Council agreed that improving footpath accessibility on Backway would be one of the proposals to be included in the consultation.

The Parish Council had not got capacity in either 'man hours' or 'funds' to consider taking on management of a total improvement project which would result in additional administration time and increased expenditure.

The responsibilities of Parish Councils had changed dramatically over the last 5-10 years with changes to statutory requirements, governance, more rigorous checks on accounts, transparency and accountability.

19/194 Tetsworth Neighbourhood Plan

The Parish Council commended Tetsworth Parish Council for all their hard work in getting their Plan to this stage and wished them well.

19/195 Payments

The following cheques were written as notified on the agenda: £35 Community First Oxfordshire, £42.00 Oxfordshire Playing Fields Association, £140.42 Oxfordshire Association of Local Councils, £26.23 Postage (The Haseleys), £36.00 Subscription Campaign for Protection of Rural England.

The following cheque was written at the meeting: £384.66 Colourplus.

19/196 Financial Report

The balance on the Current Account was £6,844.32 and the Business Reserve Account £31,361.18. The income for the month of £2,174.97 had been received made up as follows: £1,378.37 - advertisements placed in The Haseleys, £500 - Grant Funding Oxfordshire County Council, £291.60 - Oxford Direct Services and £5 - Sale of Book of Walks.

It was noted that the sum of £8,447.43 had been transferred from the Current Account to the Business Reserve Account to be held in Ear Marked Reserves for CIL funding received from South Oxfordshire District Council.

19/197 Internal Audit

The Clerk had contacted Mr Heinrich to ask if he would be prepared to carry out the Internal Audit. The Scope of Works would be the same as for the previous year.

It was resolved to appoint Mr Heinrich as the Internal Auditor for 2019/20 with the Scope of Works as per that agreed.

19/198 Adult Exercise Equipment

It was agreed to install three pieces of adult exercise equipment; a double cross-country skier, a combination SCP / PDC and an air skier at the Recreation Ground.

The total cost to supply and install the equipment is £5228.70 (excl Vat). The cost will be covered by grant funding: £500 from Oxfordshire County Council, £1,000 from South Oxfordshire District Council, £3,500 from the Pumpkin Show and £228.70 from the Recreation Ground Committee. The annual maintenance and service cost is £248.16 (excl Vat).

It was agreed the Chair will sign the Terms and Conditions for the supply and installation of the equipment and the Clerk will place the order on the understanding the equipment is installed and invoiced in April 2020.

Resolved to purchase three pieces of Adult Exercise Equipment to be installed on the Recreation Ground at a total cost of £5228.70 (excl VAT). A cheque will be raised for 50% of the cost (including VAT) and signed by two councillors to be sent with the order on 1 April 2020.

19/199 Village Consultation – 21 March 2020

Discussion took place on the format of the public consultation. It was agreed that each of the projects will have a table to display information about the project and approximate costings. The projects will be: installation of projection equipment in the Village Hall, entrance gates to the village, a new piece of play equipment in Miss Cross Field (to replace an aging piece of existing equipment), planting of two oak trees on the Recreation Ground, improved pedestrian access along Back Way.

Residents will be given a sheet listing all the projects with tick boxes. There will be a space to add comments and also to put forward any other projects for consideration.

Lynda Woodrow will supply refreshments. Offers of cakes, tray bakes, etc will be gratefully received.

{Post meeting note – it has been agreed to defer the public consultation due to the Coronavirus}

19/200 Community Infrastructure Levy

It was resolved that any identified CIL monies received by the District Council between 1 October 2019 and 31 March 2020 from development in the Parish are transferred to the Parish Council by 24 April 2020.

19/201 VE Day Celebrations

The Plough will be holding a BBQ on Bank Holiday Friday, 8 May 2020 and will join in with the Nations Toast at 3pm. An 'street party' style celebration will be held in the Village Hall on Saturday afternoon. Anyone with old photographs / memorabilia who are willing to loan them for display at the event should contact a member of the Village Hall Committee. Cllr Pickett will put a plea to residents to donate plants for the planters at the Village Hall.

19/202 Annual Parish Meeting

It was noted that the Annual Parish Meeting will be held on Monday 20 April 2020, commencing at 7.30pm in the Village Hall. This will be followed by the Parish Council Meeting. The Clerk will contact village clubs / organisations to invite them to attend the Annual Parish Meeting and submit a report of their activities over the year.

19/203 Reports from Committees

Footpaths

Cllr Gheissari asked for help gathering names / signatures for the application to have the footpath to the church added to the definitive map.

Village Hall – Nothing to report.

Playing Fields

Cllr Spencer reported nine posts on the Recreation Ground had either been reinstalled or replaced.

Miss Cross Field – Nothing to report.

Millennium Wood – Nothing to report.

Allotments

Cllr Pickett reported a further quarter allotment had been let.

Communications

The draft Emergency Plan had been submitted to the Emergency Officer at Oxfordshire County Council for comment. Discussion took place on whether people's personal details, including the vulnerable should be included in the Emergency Plan. When finalised there will be two versions of the Plan; one for general publication with personal information redacted and a full version containing personal contact information to be kept by the Parish Council. Cllr McGuirk will seek permission from those who details are contained within the Plan.

Environment – Nothing to report.

19/204 Reports from District and County Councillors

County Councillor Harrod had given his apologies and will forward his monthly report.

District Councillor Newton reported the Secretary of State had instructed South Oxfordshire District Council to push on with their Local Plan which will now continue through Examination by the Planning Inspector. It is anticipated the Inspector may take at least one housing development site out of the Plan. For the moment Chalgrove remains in the Plan and Harrington is out. When work starts on the Local Plan beyond 2034 it is not impossible that Harrington will be considered, although the current administration is unlikely to support any housing development beyond 2034.

Caroline attended a briefing in London last week on the progress of the Oxford -Cambridge Arc - the area which the Government sees as representing one of the greatest opportunities for economic growth in the UK.

There was a tacit determination not to discuss the Expressway, which may mean the issue has moved off the agenda, although no official announcement has been made. There was plenty of discussion about East-West Rail for which plans seem increasingly well-advanced.

Plans for the new District Council offices at Crowmarsh have been published and comments invited from the public.

19/205 Correspondence

The correspondence bag was circulated.

19/206 Information Exchange

Discussion took place on the possible impact of the Coronavirus, it was agreed that anyone who was self-isolating and needed help should contact a member of the Parish Council. The Parish Council will take advice from Public Health England, the National Association of Local Councils and the Society of Local Council Clerks on whether to hold small or larger gatherings and how this might affect the business of the Parish Council over the coming months.

The following emergency measures were resolved: that in the event a Parish Council meeting cannot be held the Clerk will email Councillors with details of any urgent payments. These will be approved by email, the cheque signed by two councillors and ratified at the next meeting. Planning applications will be discussed and a recommendation agreed via email and ratified at the next meeting.

Information had been received regarding proposals for solar farms situated roughly 1.4km to the west of Tetsworth and 1km to the north of Stoke Talmage and the second farm situated west of the village of Tetsworth, adjacent to the M40. An invitation had been extended for up to three parish councillors to attend a presentation. It was agreed the Clerk will find out the proposed dates and times of the presentations.

A problem with the light to the defibrillator at the Village Hall had been received. The Clerk will contact the company who supplied the defibrillator.

The Chair asked everyone to remind people of the new bus service between High Wycombe and Oxford which stopped at Great Milton.

Cllr Pickett reported she had attended a training on Charitable Trusts and found it very informative.

19/207 Next meetings

To confirm the next meeting will be the Annual Parish Meeting to be held on 20 April 2020, at 7.30pm which will immediately be followed by the Parish Council Meeting, both to be held in the Village Hall.

The Annual Meeting of the Council will be held on 11 May 2020, at 7.30pm in the Village Hall.

There being no further business, the meeting closed at 9.50pm

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Chairman
20 April 2020