

**MINUTES OF GREAT HASELEY PARISH COUNCIL MEETING HELD ON
MONDAY 12 JUNE 2023 AT 7.30PM IN THE VILLAGE HALL**

Present: D Lindsay (Chairman), J Webster, P Woodrow, A Oughton (Clerk) and eight members of the public.

Election of the Chairman

The Clerk declared that apologies for absence had been received from the Chairman and Deputy Chairman and called for nominations for a Councillor to chair the meeting.

Resolved that Cllr Lindsay be elected Chairman for the meeting.

23/24 Public Discussion and Public Questions

A resident asked if a handrail can be fitted to help access to the village hall through the double doors. Cllr Woodrow confirmed this will be done.

The agent for planning application P23/S1562/HH spoke on behalf of the applicant. The application is to lift the roof by 1.25m to create a second storey to be lit by skylights. The roof will still be 2m lower than the adjacent dwelling retaining the gradual transition in the height of dwellings when entering the village. This is a one-off application that it is hoped the parish council will be happy to approve.

23/25 Apologies for Absence

Apologies for absence received from Cllrs Groves (Personal), Sheehan (Work) and Suter (Personal).

23/26 Declarations of Interest and Dispensations

Cllr Lindsay declared he was a recipient of a payment listed on the agenda. As only Cllr Lindsay and Cllr Woodrow present are authorised signatories, it was agreed the payment be deferred to the next meeting.

23/27 Minutes

The minutes of the meeting held on 15 May 2023 were confirmed as a correct record and signed by the Chairman.

The draft minutes of the Annual Parish Meeting held on 3 April 2023 were noted.

23/28 Matters Arising

Back Way – Cllr Suter had paused convening a meeting with Oxfordshire County Council (OCC) re a possible change to the Local Authority Definitive Map following receipt of correspondence from a resident. It was agreed to add Back Way to the next agenda.

Broadband seems to have been quite smooth, however there may be a potential snag with listed building consent for putting new boxes on the outside of listed buildings. Cllr Suter has checked with South Oxfordshire District Council (SODC) who confirmed that consent might be needed, further advice is that no consent is required for simply putting a fibre cable through the wall and connecting it to a new box inside the property.

{Post meeting note District Councillor Heritage agreed to investigate and has confirmed that listed planning permission is required before new boxes can be installed on the outside of a listed building}.

23/29 Planning Applications

P23/S1562/HH – Whitehill Barn, Rectory Road, Great Haseley, OX44 7JN

Alterations to house; additional storey of accommodation via lifting the roof to increase the height of dwelling and added brise soleils.

Resolved to Support the application with the following comment:

- The size of dwelling is now outside that of the original approved permitted development. The Parish Council seeks clarification that permitted development rules on the previously granted application have ceased.

P23/S1593/S73 – Land North of Rycote Lane, Rycote Lane, OX9 2BY

"Variation of condition 36 (Public Art) on planning permission P21/S1511/FUL - to either amend to 'That matters in connection with public art shall be undertaken wholly in accordance with the Public Art Statement dated April 2023' or, to remove the condition its entirety. (Variation of condition 2 (Approved Plans) for off-site highway works incorporating alterations to Rycote Lane on application P17/S4441/O (The erection of up to 180,000 square feet (up to 16,722 square metres) of B2/B8 with ancillary B1(a) and B1(c) together with parking, drainage, landscaping (structural and incidental) and highway works))."

It was noted that this S73 application relates to s106 funds associated with Public Art. The application proposes the District Council agree the split of public art funding generated from the site between Great Haseley Parish Council and Thame Town Council and that £17,900 will be allocated to the Cattle Market.

The following applications were noted:

P23/S0162/FUL – Land to the North West of Stoke Talmage and to the West of Harlesford Farm nr Tetsworth

Installation and operation of an underground high voltage electrical cable and associated works. (Site area corrected and application re-started 26 May 2023).

P23/S1486/DIS – Land to the North West of Stoke Talmage, Stoke Talmage, OX9 7HB

Discharge of condition 15(Sustainable drainage scheme) on application P20/S3244/FUL (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping).

P23/S1572/DIS – Land to the North West of Stoke Talmage, Stoke Talmage, OX9 7HB

Discharge of condition 14(Construction Traffic Management Plan) on application P20/S3244/FUL. (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, substation compound, security cameras, fencing, access tracks and landscaping).

MW.0125/22 - Menlo Industrial Park, Rycote Lane, Thame, OX9 2JB

Demolition of existing canopy, partial demolition and alteration(s) to existing building. Provision of car storage racks and replacement hard surfacing (as approved under MW.0096/21), boundary fencing and gates. Provision of a new office building. All in connection with the use of the site for the augmentation, from the adjacent site, of auto recycling and end of life vehicles

It was noted that the District Planning Authority has granted permission for the following applications:

P23/S0102/S73 - Chiltern View, London Road, Milton Common, OX9 2NT

S73 application to vary condition 2 (approved plans) on application P21/S0059/FUL (New residential dwelling and garden store) - for amendments to the approved materials, elevational changes to utility door, amendments to rooflight positions and numbers and insertion of

additional first floor windows to bedrooms on the east elevation. (As amended by information received 22 February 2023).

P23/S1136/FUL - Rycote Lane Farm, Unit 10, Rycote Lane, Milton Common, OX9 2NZ
Extension to north (rear) of existing building.

23/30 Internal Audit

The Internal Audit Report for 2022-23 had been circulated prior to the meeting.

The Internal Auditor referred to point 6 of his report and confirmed the reserves had been incorporated within the accounts. This is the second year that Scribe accounting software has been used for the whole period and by using additional functionality within the software, the quality and transparency of all financial matters has improved further. In particular adding the budget, as recommended last year has made it easier to compare performance against budget on an ongoing basis throughout the financial year.

The Income and Expenditure account appears to show a significant surplus for the financial year. However, this mainly represents grant funding and donations in support of specific projects for which income has been received, but expenditure is not due until 2023/24. Most of these funds account for the increase in Reserves found on the Balance Sheet.

The overall conclusion is that the parish council's financial affairs are in good order and that the administration and management of its financial affairs continue to improve year on year, by using more of Scribe's functionality. Over the last two years the emphasis has changed from focusing on the day-to-day administration of financial transactions to the medium-term management of the financial situation.

23/31 External Audit / Annual Governance & Accountability Return (AGAR) / End of Year Accounts 2022-23

It was noted that as receipt of income during the financial year was above £25k, Form 3 of the AGAR is to be completed and submitted for External Audit to the Government approved External Auditor.

- a) The Parish Clerk asked the Parish Council to answer questions, 1 to 9 of Annual Governance Statement on page 4 of the AGAR. It was agreed to answer 'Yes' to each question.

Resolved that The Annual Governance Statement for 2022-23 be approved.

- b) The Financial Statements (Unaudited) including the Balance Sheet as at 31 March 2023, the Income & Expenditure Account for year ended 31 March 2023 were received.

- c) **Resolved that The Accounting Statements for 2022-23, on Page 5 of the AGAR be approved.**

The Notice of Public Rights will commence on 15 June 2023 and finish on 26 July 2023. During this time members of the public have the right to view the parish council's accounts. Financial information will also be published on the council's web site.

23/32 Financial Report

Copies of bank statements to 31 May 2023 had been circulated. The balances were noted as follows: Current account - £33,471.72 and Business Reserve account - £54,612.66.

Income on the Current account was made up of £356.57 4th Qtr VAT reclaim and £220.00 B17 Memorial donations. Expenditure was as approved at the May meeting. It was noted that £8k National Lottery funding had been received into the Business Reserve account.

23/33 Payments

The following payments were approved: £62.40 Shield Maintenance Ltd, £840.00 A & W Grounds Maintenance, £200.00* South Oxfordshire District Council, £515.29 BHIB. Castle Water – Monthly Direct Debit: £5.00.

*It was noted the Clerk will hold the signed cheque until the invoice from SODC for the uncontested election in May is received.

23/34 Projects

Public Art – The process related to distribution of public art s106 funds is moving slowly.

Neighbourhood Priority Statement (NPS)

Village consultation is planned for the next pop-up pub. A pilot steering group meeting is planned for the end of June.

Miss Cross Field

The order for new play equipment has been placed and received by the contractor. A site survey is planned tomorrow morning. Provisional start date is 26 June 2023. Just Giving Page to be published for residents to contribute towards the cost of the equipment.

23/35 Reports from Committees / County and District Councillors

County Councillor Freddie van Mierlo had given his apologies, his report was circulated.

The parish council welcomed District Councillor Georgina Heritage and congratulated her on her recent success in the local elections. Georgina's report had been circulated. The new District Administration had made a conscious decision to continue to work with the Green Party. Georgina is a substitute for Planning and a member of the Licencing Committee and Community Grants Committee and will sit on Appeals.

Reports from Committees:

Allotments – Allotment holders held a successful social event at the allotments. It is planned to put surplus produce grown at the allotments on display for the community to use.

Communication – WhatsApp group has 141 members.

Environment, Millennium Wood, Footpaths, Playing Fields, Miss Cross Field, Village Hall – nothing to report.

23/36 Correspondence

There was no correspondence. Agreed to omit this item on future agendas, any correspondence will be taken under Information Exchange.

23/37 Information Exchange

Items for next agenda: Back Way

23/38 Date of Next Meeting

It was agreed the next meeting will be held on 10 July 2022, commencing at 7.30pm in the Village Hall.

There being no further business, the meeting closed at 8.53pm

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Chairman
10 July 2023