

MINUTES OF THE VIRTUAL MEETING OF GREAT HASELEY PARISH COUNCIL
HELD ON MONDAY 13 JULY 2020 AT 7.30PM VIA ZOOM

Present: Cllrs A Sheppard (Chair), A Gheissari, D Lindsay, C McGuirk, C Pickett, E Spencer, P Woodrow, A Oughton (Clerk) and 14 members of the public.

20/37 Public Discussion and Public Questions

Mr Elton spoke on behalf of the applicant for planning applications related to 5 Rectory Road. This was the second time applications had been submitted. The first applications were withdrawn following advice from the Planning Officer. Since then pre-planning advice has been sought.

The application relates to a thatched cottage, which falls within the Conservation Area of Great Haseley. The occupants are seeking additional living space. The main criteria being to maintain the original cellular design, to infill in some areas and to try not to attach anything to the original property but only connect to the extension built in the 1990s. A small side cellular extension to the kitchen will provide dining space. The garage will have a Dutch style roof for additional internal height with skylights in keeping with the Conservation Area.

20/38 Apologies for Absence

There were no apologies for absence.

20/39 Declarations of Interest and Dispensations

Cllr Spencer declared an interest in Item 20/47 – Community Infrastructure Levy and did not take part in discussion or vote on funding for Back Way during this item.

20/40 Minutes

The minutes of the meetings held on 8 June 2020 and 22 June 2020 were confirmed as a correct record and signed by the Chair.

20/41 Matters Arising

The Local Plan Examination in Public begins tomorrow. Members of the public can listen via YouTube. The Chair will circulate the link. Discussion re development at Chalgrove is scheduled for 28 July. Cllr Sheppard is registered to attend. This is the first Local Plan to be Examined using virtual technology.

Further enquiries have been made to the District Council regarding the emptying of dog bins in the village to see if reducing the weekly collection or replacing with larger bins, which would require less frequent emptying, will reduce the cost. Neither of these options were possible. It was agreed not to purchase any new dog bins and that further investigations will take place into purchasing standard litter bins, which can take dog waste.

The Chair reported the order had been placed for the adult exercise equipment to be installed on the recreation field. Thanks were expressed to Cllr Pickett for her efforts in obtaining grant funding to purchase the equipment and also to Cllr Spencer.

20/42 Planning Applications

P20/S1779/LB & P20/S1175/HH – 5 Rectory Road

Proposed side infill single level extension shadowed away from original thatched property. Proposed adjustments to garage with barn style roof additional window and external door (as amended by drwng nos. Option 3 PP06 Rev A, PP07 Rev A and Option 3 PP09 Rev A to correct roof light omission on outbuilding).

Resolved to Fully Support the application

P20/S1583/HH – 20 Little Haseley

Two-storey front & side extension to dwelling

Resolved to Fully Support the application

P20/S2134/O - Chalgrove Airfield, Chalgrove

This is an outline application with a mixture of residential and employment development. The Parish Council had received correspondence from the resident concerned about the proposed height of some dwellings.

The existing Local Plan does not provide for development on Chalgrove Airfield. The proposed Local Plan 2034, which is about undergo Public Examination, does include the site at Chalgrove Airfield. Submitting the outline application at this time pre-empts the Local Plan. Even though Public Examination of the Local Plan will be complete by end of August / beginning of September no full pronouncement on the Local Plan 2034 is expected until the end of the year.

Harrington is not included in the Local Plan 2034. Developers for Harrington will speak at the Public Examination and will be keen to put their case for development rather than Chalgrove Airfield and other sites in the plan.

The Parish Council has objected to development on Chalgrove Airfield throughout the course of the Local Plan 2034, Cllr Newton reported the deadline for submitting comments / recommendations on the Planning Application has just been extended to 1 September 2020.

Traffic is a major concern, from the proposed new town and during the construction phase, which is expected to take over 13 years. Homes England are proposing bypasses for some villages, such as Stadhampton and Cuxham, but not Little Milton, so the A329 is of particular concern, and also that there is that adequate mitigation to stop traffic cutting through The Haseley's. The proposal to stop up traffic on the Haseley Road is included in the planning documents, the Parish Council would include requests for certain conditions to be applied in the event that Planning Permission be granted.

The Parish Council agreed it was opposed to the application and that the Chair, together with Cllrs Lindsay and McGuirk will draft a response and share with other Councillors for feedback.

County Councillor Steve Harrod reported he had submitted his response as a County Councillor today and was happy to share his thoughts. Cllr Harrod was waiting to hear the definitive response from Highways.

Cllr Woodrow entered the meeting during discussion of this item.

20/43 Internal Audit

The Internal Auditor's report had been circulated. This was the second year the Responsible Financial Officer and Internal Auditor had worked together. The knowledge and experience had increased greatly which made the audit much smoother.

The process of clean-up that started last year has continued through the financial year and will make things easier going forward. The separation of The Haseleys from the Parish Council accounts will also make things easier.

The audit concluded that the control objectives had been achieved throughout the financial year, that the Income & Expenditure account for the year ended 31 March is a fair reflection of the financial transactions that have taken place during the year and that the Balance Sheet is a fair reflection of the financial position of the Parish Council at year end.

The Parish Council thanked the Internal Auditor, Mr Heinrich for his time and support in auditing the accounts.

20/44 External Audit / Annual Governance & Accountability Return (AGAR) / End of Year Accounts 2019-20.

It was agreed that, as the Parish Council's income had exceeded the threshold to Certify itself as exempt from a limited assurance review as it had done in 2018-19, that it was necessary to complete Part 3 of the Annual Governance & Accountability Return (AGAR).

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 of the questions.

Resolved that:

The Annual Governance Statement for 2019-20 is approved.

The Financial Statements (Unaudited) including the Balance Sheet as at 31 March 2020, the Income & Expenditure Account for year ended 31 March 2020 were received.

Resolved that:

The Accounting Statements for 2019-20, on Page 5 of the AGAR are approved.

20/45 Payments

The following cheques were written as notified on the agenda: £143.88 Zoom subscription, £202.92 Haseleys Email Credits, £42.00 OALC, £636.80 Parish Administration, £159.20 HMRC and £468.00 Ridgeway Rural Services. The following payment was approved at the meeting £10 Colourplus (printing CIL consultation).

It was noted that a further cheque for £42.00 made payable to OALC will be written should a place become available on the finance training on 21 October 2020.

20/46 Financial Report

The balance on the Current Account was £20,028.68 and the Business Reserve Account £31,377.10. The income for the month of £390.65 included allotment rents, grant funding for Zoom subscription and email credits for the Haseley Update and one advertisement placed in The Haseleys.

20/47 Community Infrastructure Levy (CIL)

The Chair thanked all the residents who had submitted responses to the public consultation on CIL, the Parish Council was pleased with the number of responses. Thanks were also

expressed to Cllr McGuirk for her work on preparing the consultation document and collating the responses into the report circulated ahead of the meeting.

The five projects and estimated costings were discussed, in the order of the highest number of votes. It was agreed to allocate each project CIL funding up to a maximum amount, with grant funding to be sought for each element, to stretch the funds as far as possible.

Environment – Maximum £2k – Bulb and tree planting.

Village Hall equipment – Maximum £8k

Back Way – Maximum £4k for the Triangle (from the telegraph pole on Back Way to Rectory Road) and a maximum of £2k towards the refurbishment of Back Way should funding from OCC not be available.

Play Equipment - £3k.

A piece will be written for 'The Haseley's' to provide a summary of the responses, funding and comments and suggestions.

20/48 Salt Bin

The salt bin had been moved from its original location to the footpath outside the Village Hall. This had been done without communication or consent from the Parish Council or OCC Highways Department. OCC Highways Department has given approval for a proposed new location by the bus stop, which has been prepared.

Resolved to request OCC Highways relocate the salt bin next to the bus stop.

20/49 Annual Meeting

Town and Parish Councils have been given permission, through legal statute (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings (England & Wales) Regulations 2020) to postpone the Annual Meeting held in May where the Chair, Deputy Chair and representatives to Committees are elected.

Resolved that the Annual Meeting for 2020 be postponed and the next Annual Meeting take place in May 2021. That the Chair, Deputy Chair and representatives continue in their elected roles until May 2021.

20/50 Reports from Committees / County and District Councillors

District Councillor Newton had sent her report ahead of the meeting. Cllr Newton stated she had put two written questions to the next Full Council meeting. One related to whether SODC should consider the Chalgrove Airfield planning application ahead of any decision on the Local Plan and requested a detailed timetable for processing the application.

The second question related to the huge increase in the charge for emptying dog waste bins. At what point during the budget setting process did the proposal for increasing charges for dog bins arise, and what consideration was given to the disproportionate financial impact this might have on smaller, rural parish councils? Cllr Newton stated she did not expect a change in the charges but that this type of decision making does not happen in the future.

The Scoping applications for Harlesford and Cornwell solar farms have been received. The District Council has up to 5 weeks to respond. The Chair reported the Parish Council has been included as a statutory consultee for Cornwell solar farm but not for Harlesford.

Footpaths

Cllr Gheissari reported it had been a busy time. No response has been received from the Footpath Officer since visiting Back Way. Cllr Gheissari will follow this up. Correspondence had been received from a resident keen for a new dog waste bin to be installed. However, due the huge increase in the cost of emptying dog waste bins the Parish Council was exploring general use litter bins as an option. Cllr Gheissari will respond to the resident.

The two footbridges at Peggs Farm were in poor condition. OCC have been out to inspect the footbridges, which are currently blocked off for safety reasons, but have yet to report back on what action will be taken. The landowner has been very helpful in sorting this out.

Village Hall

Cllr Woodrow reported he had received requests for the 'pop up pub' to recommence. However, current restrictions and guidelines related to COVID-19 were too onerous at the moment, which prevented the Village Hall re-opening. The book swap club at the entrance to the Hall has been going very well.

Playing Fields – Nothing to report.

Miss Cross Field – Inspection of the play equipment in Miss Cross Field and the Playing Fields had taken place prior to reopening on 4th July. Appropriate signage has been put up advising people using the equipment of the current guidelines related to COVID-19. The netting on the climbing equipment in Miss Cross Field was badly worn and has been removed.

Millennium Wood – It was lovely to see people enjoying the wood.

Communications – Nothing to report.

Environment – Nothing to report.

Allotments – Nothing to report.

20/51 Correspondence

The Chair reported there had been a lot of emails in the last six weeks. Some relevant correspondence had been printed and placed in the Correspondence Bag.

Notification of the Scoping Application for Cornwell Solar Farm had been received. The Parish Council had responded to the Scoping Consultation held last month.

Correspondence had been received regarding the tree on the footpath between Back Way and Lewington Close. The occupiers of the Old School House have applied to SODC to remove the tree and plant a new tree in a different location. Responses to the application must be received within two weeks; information will be circulated to Councillors.

It was clear that additional Parish Council will need to be convened to discuss planning matters that cannot wait until September.

20/52 Information Exchange

Cllr Spencer reported the hedgerow at Haseley End was encroaching onto the road and the manhole cover at the bottom of Badger's Brook was raised and had a sharp point. It was agreed the Clerk will write to the occupants of Haseley End regarding the hedge and that

Cllr Spencer will report the manhole cover to Mr David Simcox, as super user, to report to OCC.

Cllr Lindsay reported an amendment to the planning application at 3 London Road, Milton Common (discussed at the last meeting) had been received. The amendment related to the garage, reducing it from a double to single structure and was made in response to concerns raised by OCC Highways. It was considered the amendment would not alter the Parish Council's original recommendation.

20/53 Date of Next Meeting

It was agreed an additional meeting to those advertised on the Schedule of Meetings will be arranged to discuss responses to planning applications received since publication of the July agenda. The following scheduled meeting will be held on Monday 14 September 2020, commencing at 7.30pm.

The agenda for the meeting will be published on the Parish Council's website and will contain the link and information necessary for Councillors and Members of the Public to join the meeting.

There being no further business, the meeting closed 9.35pm

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Chairman
14 September 2020