

**Minutes of Warborough Parish Council**  
**Held on Wednesday 6<sup>th</sup> December 2017, The Greet Memorial Hall.**

**Present** Cllr Paul Duncan (PD) – Chair  
Cllr Kerry Burbedge (KB)  
Cllr Jonnie Bradshaw (JB)  
Cllr Bill Pattison (BP)  
Cllr Pat Elder (PE)  
Lynda Raynor (Clerk)  
C/Cllr Lorraine Lindsay Gale (LLG)  
D/Cllr Richard Pullen (RP)  
Keith Stenning (OCC)  
Representatives from SP Broadway, Welbeck Land & Carter Jonas  
  
Public – Approx. 50 Members of Public

2017/148 **Apologies** – Cllr M. Herbert, Cllr E. Jones

2017/149 **Declarations of interest (existence and nature) with regards to items on the agenda.** – None

2017/150 **Approve Minutes of Meeting held on 8<sup>th</sup> November 2017** - The minutes had been circulated to all Councillors prior to the meeting. The minutes were approved and signed as correct.

2017/151 **County Councillors Report** – Lorraine Lindsay-Gale had sent her report by email but advised the meeting of the main points and the report will be posted on the Parish Website.  
Keith Stenning, OCC responded to an email from Robin Dyke regarding the parking situation outside Aisha Stores which causes a hazard for pedestrians & drivers emerging from Henfield View. He explained that the PC worked with OCC when the original road markings were applied and would be happy to work this way again, but the PC would need to first liaise with the owners of Aisha Store regarding the ramp etc at which point OCC would renew the markings. PD to speak to Raj.

2017/152 **District Councillors Report** – Cllr Pullen presented his report, firstly referring to the 100000 houses that LLG had alluded to, which represents a significant increase in the number SODC is currently targeting. Planning Dept. is now meeting twice a month to cope with all the applications currently being put forward. Unitary debate has been put on the back burner for the time being. The Council Offices at Crowmarsh would be rebuilt and the intention was to free up some space on the site for low cost housing. SODC to run a community lottery from 2018. New refuse lorries now in service which should make collections more reliable. Grants still available – the deadline being 20<sup>th</sup> December. He was expecting applications from the War Memorial Project and St Laurence Hall.

2017/153 **Representation by SP Broadway in relation to development of Plough Field**  
As part of the developer's requirement to consult with local council and residents, SP Broadway gave a short presentation outlining the intention to apply for outline planning permission for 110 houses on the site. This represented a substantial increase on the 80 houses that was the subject of their exhibition in December 2016. They stated that the SODC had indicated that the site could support up to 111 houses. It was not a site allocated by WSNP but SODC could not demonstrate 5-year land supply so the developer would proceed with an outline planning application very soon. Questions from the public included why was there such an increase in number of houses, the size and affordability of the houses & the impact on the school and other local amenities. PE questioned their statement that they had consulted with Parishioners saying that they could not use the attendance at their exhibition in December 2016 as consultation as it had been advertised as an exhibition.

2017/154 **Representation from the Public** – Mr W Oscroft advised the meeting that the AED courses were in progress with the last course taking place on 16<sup>th</sup> December.

2017/155 **Planning**

**P17/S3267/HH – 1 Plough Close, Shillingford.**

The revised plans were unclear as to all the changes intended but included an increase in size. The emerging WSNP clearly states Preservation of character of the area and this did not conform. After discussion Councillors voted unanimously to refuse permission on the basis that the plans submitted were unclear.

**P17/S4089/HH – 103 Thame Road, Warborough**

PE had studied the plans which were for an extension to the property where the current conservatory is, the extension would be 150% larger, but the height of which would not be significantly different and although the design was not elegant he recommended approval. Councillors voted unanimously to approve.

**P17/S4136/FUL – 1 Green Lane, Warborough.** The applicant was present. The resident of 3 Green Lane was present and expressed her concerns regarding access to the proposed property which is over a private drive owned by her, fearing it may restrict access to her property for emergency vehicles, she felt that there would be further damage to Green Lane that was already in poor repair. She was unclear on the height and closeness of the proposed development to her home and was piecing together information for her personal response. Councillors discussed the application, particularly the character of the area, although two houses not in keeping had already been approved and built in the vicinity. Concern about the metal roof was expressed and PE recommended refusal in its current form. A vote was taken and a majority verdict of No Strong Views with a comment on the roof material resulted and will be submitted to SODC.

2017/156 **Neighbourhood Plan**

Laurie Kosobucki advised that progress was slow but proceeding, currently being held back by external parties

(SODC, consultants etc) It is likely to be several weeks before it can be submitted to SODC for consultation, after which it goes to external examination and then village referendum.

**2017/157 Footpath7**

PD advised the meeting that the Landowner affected had been notified and the Definitive Map Modification Order was ready for submission to OCC. Ms Maytum asked should she have received notification, PD confirmed that, under the rulings, she did not fall into the category of landowners to be notified.

**2017/158 Expressway**

PE, confirming what LLG had reported, said that the National Infrastructure Council had published its report to Government. Highways Agency is conducting a survey which will decide on whether the route will be North or South of Oxford, to be published August 2018. Highways Agency had refused public consultation but once the route has been decided. The EAG has succeeded in being accepted by the HA as a Stakeholder, which means it will be consulted during the initial study phase. PE proposed that the Parish Council, in line with other local councils donate £50.00 to their fund which will help to cover some of the Admin costs involved. Seconded by BP – Approved. PD asked the meeting if anyone would volunteer to represent our Parish on the Expressway Action Group but no volunteer forthcoming.

**2017/159 Preservation of the Green & Parking**

JB confirmed that he was still obtaining information on laws regarding Village Greens, most of which had been in place long before the advent of the Motor Car, but the time had come to alleviate the erosion of the Green and to provide some much-needed parking space. He had been talking to several contractors regarding methods of preserving the area, which could be tarmac, permeable paving, Golpla etc but still had not got all the information required to make a concise presentation to the council. He estimated a cost of £15-17k. There would also be a requirement to submit a pre-application to the SODC Arboriculture Dept.

Mr W. Partridge (WP) from the floor, reiterated that much of this work had already been carried out and pointed out that laws made before the motor car were in most part still law and could not be ignored. The area already in front of the Six Bells is deemed to be illegal. JB responded that he had been studying this in great depth and would present his interpretation in his recommendation report. WP requested that the report should include a detailed map of the plans and that there should be a public consultation, adding that the Council would be wise to prepare themselves for a legal challenge. Mrs V. Bright expressed her horror of the use of tarmac, questioning where such an area could go.

**2017/160 Correspondence**

Most of the correspondence had been circulated to Councillors prior to the meeting.

PE suggested that Council should respond to the request to support the inclusion of Community Asset Preservation in the SODC Local Plan – Clerk to respond to J Smewing.

Leddrums Fair had requested to come to the Green between the 6<sup>th</sup> & 13<sup>th</sup> May 2018 – Agreed – Clerk to confirm

**2017/161 R.F.O. Report**

Cheques as below were approved and signed off in Council

**Budget** – a revised budget to include extra money for work on the trees had been circulated. There was some discussion about the necessity to include a projector for the Greet Hall in the budget, but it was agreed to leave it in place for the time being. PE proposed the budget should be accepted – JB seconded and all Councillors agreed

**Precept** – Following acceptance of the budget the Precept was set at £40000 for 2018/2019, which was £2000 less than the 2017/18 figure.

**Standing Orders & Financial Regulations** – These had been circulated to all councillors and PE proposed acceptance with KB seconding – All Councillors agreed.

**Risk Assessment** – Also circulated to all Councillors, JB proposed acceptance, seconded by KB, agreed by all Councillors

**War Memorial Refurbishment** – The project group had requested that all grant applications, donations etc should be handled in the same way as the AED had been administered, the Clerk had agreed, and Project Group asked that it be formally minuted. BP gave a brief update on the progress of the project.

**Payments**

Supplier	Description	Value	Chq No	Code
Opus	Electricity at Pavilion	3.81	D/D	
Gigaclear	Broadband Greet Hall	25.51	D/D	4320
HMRC	Tax on Salaries	xxxx	ONLINE	4120
Employment Action Group	Berinsfield Children's Centre	1,000.00	904	4520
Erimax Ltd	NHP Health Check - Initial payment	1,800.00	905	6110
Royal British Legion	Wreath & Donation	75.00	906	4420
Redstone Computers	DO\$H Support	46.20	907	4320
Liz Bayntun	War Memorial Flowers	18.00	908	6045
Berinsfield Community Business	Grass Cutting	558.66	909	6005/6075
Cancelled Cheque			910	
Will Partridge	Caretaker's Salary	xxxx	911	4140
Castle Water	Greet Hall	312.92	912	5150

	Allotment Water	110.25		6015
L Raynor	Clerks Salary	xxxx	913	4110
	Clerks Expenses	21.55		4320
Ken Webb	Re-imburse for Bus Shelter Cleaning	30.00	914	6075

**Receipts**

Received from	Description	Value	Code	Paying In No.
J Nabb	Rent	48.00	1310	BACS
Greet Hall	Rent	864.50	1310	500099
Allotments	Rent	5.00	1320	500100
Greet Hall	Rent & Hiring's	179.00	1310/1320	500100

**2017/162 Working Group Reports**

**Recreation including Playgrounds, The Green & The Greet Hall**

*Playgrounds* Having obtained several designs for Play equipment JB advised he is waiting for dates for Capital Grants applications to be announced.

Playground Inspections have still not been carried out but hopeful they will be completed soon

*Greet Hall* – Mike Phillips has looked at work required in Greet Hall and quoted for 3 days work – Clerk to send Purchase Order – Electrical work is still waiting on Wheelers arranging a date to view requirements. Storage clear out – JB hoping to clear area above stage next week – all old planning applications can be destroyed immediately, but if any other historical paperwork is found it will be left for Clerk to look through before destroying.

Caretaker/Booking Clerk – Local cleaning company to be used for cleaning but no replacement as yet for the Booking Clerk, JB considering this role to include overseeing the whole operation.

**Infrastructure & Environment**

*Tree Survey* PE confirmed receipt of the Tree Survey and was seeking clarification on the required timing for the work, some of which i.e. cutting ivy could be done by Councillors. He proposed initiating action on the urgent items and a completion date would be determined after discussions with tree surgeons. It was agreed that Coulton Tree Services would once more be asked to quote for other work required. PE also in contact with SSE as some of the work should be their responsibility. Extra money above this year's budget will be required and PD suggested a F & GP meeting in January to review year to date expenses.

*Ditch Clearance* – Clerk to seek a quotation from BCB for work. BP meeting with Community Payback representative next week to discuss what tasks they could take over in the future.

**Website & Communication**

KB doing a lot of work for the Neighbourhood Plan and has decided not to open up the new website until after the referendum due to the amount of work involved in all the links necessary for the WSNP Consultations

There was some discussion on the liaison between SOHA & the residents of St Laurence House. A Harding from the floor stressed that residents wanted a representative at all discussions on the situation. SOHA cannot evict anyone but finding alternative accommodation is not proving easy.

**2017/163 Any other Business**

**BT Broadband** – JB had finally been contacted by Stacey King and it was clear that the PC could not get involved in the cost of BT Broadband and there was no further conversation to be had. Due to availability of Gigaclear, the only option available to us for BT installation is shared cost, estimated at £40,000 and perhaps much more which must all come privately. Considering the cost and the likely lack of interest now Gigaclear is available it was decided this was a non-starter.

The meeting closed at 22.10

The next meeting of the Parish Council will be on 3<sup>rd</sup> January 2018 in the Greet Memorial Hall.

Signed .....

Name .....

Date .....