

**Minutes of the meeting of Warborough Parish Council
Wednesday 1st November 2023 7.30 pm at the Greet Memorial Hall**

Present:

Cllr Jonnie Bradshaw (JB) Chair
Cllr Nigel Meadows (NM)
Cllr Richard Pullen (RP)
Cllr Mark Searle (MS)
Cllr Emma Keene (EK)
Bryony Ringsell – Clerk (BR)
District Cllr Sue Cooper (SC)
7 Members of the public

- 2023/150 **To accept apologies and reasons for absence**
Apologies from Councillor Megan Hanson and County Councillor Robin Bennett
- 2023/151 **Declarations of interest (existence & nature) with regards to items on the agenda**
None
- 2023/152 **Co-option of new councillors**
JB to draft comms advertising vacancies
- 2023/153 **To confirm the minutes of the Parish Council Meeting held on 4th October 2023 and of the F&GP meeting on 11th October 2023**
The minutes from both meetings were previously circulated to councillors. JB proposed to approve and sign them, all councillors in favour - **DECISION**
- 2023/154 **Actions arising from last meeting**
BR to contact neighbouring councils re playground maintenance - completed
RP to liaise with TLGO re extra work – not completed
JB to check with bookings clerk re pest control in the Greet Hall – not completed
MH to look into annual/biannual event – not completed, EK to assist
- 2023/155 **District Councillor's Report**
SC gave a report including information of energy efficiency advice for homes. Report to be added to the website.
- 2023/156 **County Councillor's Report**
RB was not present, report not sent.
- 2023/157 **Representation from the Public for items not on the Agenda (limited to 15 minutes)**
William Oscroft raised the issue of the SID at court farm and explained that it is not working due to overhanging branches which are stopping the batteries charging. He asked that the PC rectify this. JB explained that due to how it was funded and being the only SID in the North of the parish it was not necessarily possible to move it, and that approaches have been made to the owner but had been unsuccessful.
Michael Watkins discussed the letter he received from the PC which stated that after seeking further advice from OALC the PC will not be able to pay for maintenance on the trees in the churchyard as they deem this to be illegal. JB advised MW to lobby OALC/NALC in order to have the law and advice changed on this matter.
Michael Herbert asked the PC who is responsible for the maintenance of the footpath that goes through the churchyard. Consensus was that it would be either the landowner or OCC – JB to check - **ACTION**
- 2023/158 **Planning**
P23/S1327/LB-P23/S1326/HH – 14 The Green South, Warborough
RP explained that the boundary of the site is in the Warborough Conservation Area and is a Grade 2 listed building. He explained that the application is an overdevelopment of the site and would have an overall detrimental effect on Conservation Area, the village character, the street scene, harm the setting of both it as a listed grade two listed building, the adjacent grade two listed building and will have a detrimental effect on the key community view 12 in the NP. All the above goes against policy VC1 in the Neighbourhood Plan. It was explained that the site had been developed twice already, most recently only 4 or 5 years ago. RP proposed to Object to the application for the above reasons, seconded by EK, all other councillors in favour. **DECISION**
- 2023/159 **Neighbourhood Plan Update**
Report from Laurie Kosobucki (LK). LK reported that the community meeting on 18th October was successful and explained that the following actions were the next steps;
1. Plan collection of underlying evidence for, and development of, a draft biodiversity policy
 2. Draft a sustainable energy policy
 3. Draft an updated draft Assets List to underpin the Assets and Infrastructure policies.
 4. Investigate the intentions of the owners of nominated derelict buildings.
 5. Secure consultants and develop a Design Code *
 6. Secure consultants and develop a Landscape Assessment *
 7. Draft a Views and / or Green Gaps policy, if possible *
 8. Draft a revised Local Green Space policy, if appropriate *
 9. Draft a renewed Village Character Policy *
- * Dependent on additional funding which will be sought from Locality.org

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JB proposed to approve the above actions – all councillors in favour. **DECISION**

2023/160

Trees – Update

Planting the Liriodendron Tulipifera (Tulip Tree) on Green South

Three quotes received, NM recommend proceeding with Heritage Tree Services as they propose the most holistic approach & showed good evidence of planting this tree at other sites. Tree would be 3-4m high with a 12-14cm girth. £343 for the tree + £395 for installation, so £738 + VAT Total.

Proposal seconded by MS, all other councillors in favour. **DECISION**

The Green North - 8 Trees

Three quotes received, NM proposed to proceed with Jenks (Oxford) Ltd at £1085 + VAT unless they cannot do the work quickly enough, in which case one of the other two companies would be instructed up to a total cost of up to £1595 + VAT. Seconded by JB, all other councillors in favour. **DECISION**

Thame Road Hedge

Not all of the stretch of hedge is owned by the PC so RP to ask TLGO to break down their quote to take into ownership into account and to speak to Oliver Cook about his section. **ACTION**

RP to speak to the school re upkeep of the area by the electricity substation. **ACTION**

2023/161

Parish Asset – The Bathing Place - Grants

NM thanked the 6 people for helping with the project going forward and Steve Ash & Ray Thackrah for taking the initiative.

and that he has been investigating possible grants. The grant process with SODC takes over 12 months as information needs to be gathered over different seasons. He proposed to pay for an ecologist survey to allow the start of the grant application at a cost of £875. Seconded by EK, all other councillors in favour. **DECISION**. NM to fill in CIL project application form going forward.

2023/162

Remembrance Sunday Ceremony

Michael Herbert will represent the council and coordinate the road closure. JB to deliver barriers and find volunteers for road closures.

BR to email neighbouring Parishes re road closure – **ACTION**

2023/163

Working Group Reports

Infrastructure – Phase 1 of the traffic survey is complete, findings to be presented at December meeting.

Infrastructure Other – RP to chase TLGO re weedkilling by the Dutch Barn - **ACTION**

Recreation & The Green – EK to take over registering the 6 Bells as ACV from MH.

Greet Hall – No report.

Events – BR suggested a list of annual events that the PC need to have involvement in such as Remembrance ceremony. **ACTION**

2023/164

RFO Report

BR gave details of the budget as set at F&GP meeting. Figure of £53115 for forecast budget plus £26500 that wasn't claimed in 2023 so total precept figure is £79615.00

JB proposed to approve budget and precept figure – all other councillors in favour. **DECISION**

JB proposed to approve standing orders and financial regulations – all councillors in favour. **DECISION**

JB proposed to approve risk assessment and asset list view a view to doing more in depth assessments over the coming year. All other councillors in favour. **DECISION/ACTION**

2023/165

Correspondence for further discussion if not covered under other Agenda items

All correspondence in hand.

2023/166

Matters for report and inclusion on the next agenda

JB extended welcome and thanks to new councillor Emma Keene. BR to get council email address set up. **ACTION**

Meeting closed at 21.58