

**Minutes of the meeting of Warborough Parish Council
Wednesday 6th September 2023 7.30 pm at the Greet Memorial Hall**

DRAFT-DRAFT-DRAFT

Present:

Cllr Jonnie Bradshaw (JB) Chair
Cllr Verenique Beviere (VB) Vice-Chair
Cllr Nigel Meadows (NM)
Cllr Richard Pullen (RP)
Cllr Mark Searle (MS)
Bryony Ringsell – Clerk (BR)
District Cllr Sue Cooper (SC)
County Councillor Robin Bennett (RB)
13 Members of the public

- 2023/111 **To accept apologies and reasons for absence**
Apologies from Cllr Megan Hanson
- 2023/112 **Declarations of interest (existence & nature) with regards to items on the agenda**
VB declared an interest in an item of correspondence from Welbeck
- 2023/113 **To confirm the minutes of the Parish Council Meeting on 5th July 2023**
The minutes were previously circulated to councillors. JB proposed to approve and sign them, all councillors in favour - **DECISION**
- 2023/114 **Actions arising from last meeting**
MH to arrange planning talk – MH not present and no update
BR to look into changing water supplier – information received re options, to be actioned
RP to check the scope of TLGO in relation to the whitehead plot and other areas – not completed
JB to compile a list of CIL projects – not completed
BR to add RP as a signatory – forms in post
- 2023/115 **District Councillor's Report**
SC gave a report which highlighted available funding – report to be added to the website
- 2023/116 **County Councillor's Report**
RB was present and gave his report – to be added to the website
- 2023/117 **Representation from the Public for items not on the Agenda (limited to 15 minutes)**
William Oscroft explained that there were problems with footpath 6 and that he had been looking into a TOE grant to rectify some of this. He also reported that there was a low hanging tree branch and it was important to find out who the landowner was so that this could be rectified.
In addition to this he reported that the SID on Court Road was still not working due to lack of light and asked the PC to work with OCC to rectify this.
- 2023/118 **Planning**
P23/S2585/HH
Representation from applicant and objections from occupants of neighbouring properties. After discussions on the difficulty of the decision JB proposed to 'Respond' to the application and highlight the objections that have been made and to ask the planning officer to consider the loss of amenity (light), materials used, overdevelopment and that there is a listed building next door. All councillors in favour. **DECISION**
P23/S2759/FUL
Nothing in the revised application changed the original objection submitted by the PC. JB proposed to object, reiterating the original objection and adding the extra details sent by the NPSG. All councillors in favour. **DECISION**
P23/S2460/HH
As the property is in the conservation area permission is needed to erect sheds. RP proposed to support with no comments, seconded by JB, all councillors in favour. **DECISION**
P23/S2858/HH
Representations from occupants of No.2 Cherry Close who object to the application. JB proposed to 'respond' and ask the officer to look at the permeability of the driveway and urbanization of the plot. All councillors in favour. **DECISION**
- 2023/119 **Neighbourhood Plan Update**
Report from LK that funding should be received soon and that there is a public event on....
- 2023/120 **Pavilion Restoration Project - update on funding, plan alterations agreed with SODC, tree survey results, vote to select preferred tender, proposal to add roof insulation to originally agreed plans following energy audit recommendations**
Update from JB - Grants of £138,763.11 have been successfully secured from FCC and SODC. Minor amendments have been incorporated on advice from SODC, but otherwise plans remain as before. Surveyor's building plans completed and delivered to contractors for exact quotes. 2x contractors quotes (now including roof insulation as advised by Low Carbon Hub) secured. Qualified arborist report procured for SODC as requested and relevant submission in train. 2x Building Control quotes procured. JB proposed to approve the works, select CN Building as main contractor, select Prime as Building Control and use of £21,527 from CIL funds, all councillors in favour. **DECISION**
Works planned to commence in October after cricket season and finish in January"

Minutes of the meeting of Warborough Parish Council
Wednesday 6th September 2023 7.30 pm at the Greet Memorial Hall
DRAFT-DRAFT-DRAFT

- 2023/121 **Proposal to add to scope of works for TLGO**
RP proposed to add the following to the scope of work for TLGO
Cutting back verges from Old School House to end of lane and car park entrance. £195.00p + VAT and dump costs.
Tennis Courts Car Park cut back underside of hedge remove growth around shed and corner of car park treat with weed killer. £475.00p + VAT and dump costs.
New School Car Park clearing leaves and weeds cutting grass around new trees and apply weed killer to pavements £150 + VAT including dump cost.
Seconded by JB, all other councillors in favour.
- 2023/122 **Motion to install appropriate signage to east of 6 Bells warning of designated access**
Proposal from JB to source and install sign in appropriate material to ensure access is not blocked, all councillors in favour. **DECISION**
Discussion to take place with 6 Bells re siting of bins.
- 2023/123 **RAF Benson presentation: September 20th**
W&SS to hold brief AGM before the speaker from RAF Benson. All in hand.
- 2023/124 **Trees – Sylva schedule of works**
Report from NM that there is a great deal of work to be done with the trees in the parish. Following proposals made;
On the Rod Eyot surrounds – Lime - Remove major deadwood overhanging pathway & neighbouring properties. Remove epicormics on main stem to 3m. Remove basal epicormics. Beech = raise the canopy to 5m. SODC have approved a section 211 application for this work. Quotes awaited from contractors, but not expected to be more than £2,500 + VAT.
Further Inspection Work
Two trees require climbing inspection. T16 & T95 Norwegian Maples. One is on Green North & the other is adjacent to Warborough Road footpath. Sylva could do this work during the autumn to identify likely upper defects requiring action. Fees to complete this will be £180 + VAT per tree, so £360 + VAT total.
The remainder of the work schedule is substantial and would need a further transfer from reserves to cover the costs. This will also require a lot of time with the contractors / SODC to get quotes in / approvals via Section 211 submissions. It covers most of the Limes on the Green North & the vast majority of trees alongside the footpaths on Thame Road & Warborough Road.
Some of the trees included in the report are on land not owned by the PC, but land owned in trust by the C of E and responsibility of PCC. For these trees it is proposed we ask the clerk to contact OALC for confirmation on responsibilities. **ACTION**
Above seconded by JB, all other councillors in favour. **DECISION**
NM left the meeting.
- 2023/125 **Parish Asset – The Bathing Place**
NM was to report – to be moved to next meeting.
- 2023/126 **Necessary co-option of a new Councillor – Update**
Communications to go out re vacancy on the Parish Council **ACTION**
- 2023/127 **Discussion on maintenance costs of School Car Park**
JB to seek legal advice re council liability **ACTION**
- 2023/128 **Working Group Reports**
Infrastructure – A meeting needs to be arranged with Velocity re the traffic survey
Infrastructure Other – RP to check with TLGO whether the Whitehead Plot is on their schedule of works. **ACTION**
Recreation & The Green – Still awaiting some maintenance work on the playground. Bats replaced on table tennis table.
Greet Hall –Renovation committee in place, further work to be done.
Events – No updates
- 2023/129 **RFO Report**
BR reported there is still confusion re tax amounts charged by HMRC, RFO from Benson also looking into it. JB proposed to pay the amount stated is owed by HMRC until further investigation is completed. All councillors in favour.
BR requested to pay HMRC contributions by DD – proposed by JB, all councillors in favour.
- 2023/130 **Correspondence for further discussion if not covered under other Agenda items**
All correspondence in hand.
Request from Welbeck for a meeting re possible planning application discussed. JB explained that until the Neighbourhood Plan Review had been completed there would be no scope for a meeting.
- 2023/131 **Matters for report and inclusion on the next agenda**
VB explained she is stepping down as a councillor. Huge thanks from the PC for all her hard work and the contribution she has made to the council.

Meeting closed at 22.04