

ADDERBURY PARISH COUNCIL

A VIRTUAL MEETING OF ADDERBURY PARISH COUNCIL WAS HELD ON ZOOM ON TUESDAY 21 APRIL 2020 AT 7.30PM

PRESENT: Councillor Diane Bratt (Chairman); Councillors Steven Cox, Ann Lyons, Sue Jelfs, Martin Rye and Laura Walker.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), County Councillor Arash Fatemian, District Councillor Andrew McHugh and two members of the public.

APOLOGIES: Parish Councillor Rod Head submitted his apologies because he had another appointment, the apologies were accepted and the absence authorised.

Parish Councillor Andy Millard submitted his apologies because he was at work, the apologies were accepted and the absence authorised.

Parish Councillor Keith Mitchell submitted his apologies because he was unwell, the apologies were accepted and the absence authorised.

Apologies for absence were also received from District Councillors Mike Bishop and Christine Heath.

Councillors Sheila August and Garrad Millier were not present.

139/19 Declarations of Interest - All Councillors declared an interest because they were Trustees of the Lucy Plackett Playing Field.

Resolved that the interests be noted.

140/19 Minutes – Prior to the meeting, the minutes of the meeting held on 25 February 2020 had been circulated to the Parish Council.

Resolved that the minutes of the meeting held on 25 February 2020 be approved and signed by the Chairman.

141/19 Matters Arising from the Minutes of 25 February 2020 – There were no matters arising.

142/19 Chairman's Announcements

- Postponement of all Council Elections until 6 May 2021, which meant that the terms of office for all Parish Councillors were extended for one year, until that Election.
- Parish Council Surgeries had been cancelled for the foreseeable future due to the Covid-19 Pandemic.
- Lucy Plackett play area, The Rise play area and Adderbury Lakes were all closed to the public due to the Covid-19 Pandemic.
- Working for Adderbury Community/Biodiversity project for a number of areas in the village. Brief updates had previously been emailed to Councillors, however there was no report from FOCAL due to the Covid-19 Pandemic.
- Annual Parish Meeting (APM) 2020 – This meeting had been due to be held on Thursday 9 April 2020, but had been postponed due to the Covid-19 Pandemic. It was hoped it might be held at the end of May 2020, but a decision would be made nearer the time.

143/19 Open Forum – A resident reported that he was aware of the request which had been submitted to Cherwell District Council for a Community Governance Review which was requesting that a West Adderbury Parish Council be created. However he did not support this proposal and felt that Adderbury should not be split, it should stay as a whole village.

There was a discussion about the proposed boundary, however the boundary had not been made clear by the applicants when the request for the review had been submitted. Councillors and residents would be kept informed when Cherwell District Council begins the process.

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(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents and provide details of issues within its minutes, unless they are addressing the Parish Council in an official capacity or they specifically request for their name to be included)

144/19 Reports from County and District Councillors – Prior to the meeting, County Councillor Arash Fatemian and District Councillor Andrew McHugh had circulated their reports to the Parish Council.

Both Councillors reported on the Covid-19 Priority Funds which were available to the community and contact should be made with them if there were any eligible groups in Adderbury who would like to apply.

Resolved that the reports be noted.

145/19 Planning

- i) Planning Applications/Works to Trees – Prior to the meeting, the details of the planning applications/works to trees which had been considered by the Parish Council, since the last meeting, had been circulated.

Resolved that, it be noted and approved that, no observations had been made by the Parish Council in respect of the following planning applications/works to trees:

20/00857/TCA Mrs P Brown
The Rookery, High Street, Adderbury
Tree works

20/00796/F Mr & Mrs Harley
Stud Farm Stables, East End, Adderbury
Removal of existing roof lights to South face pitched roofs and installation of new roof lights; including two new feature roof lights over existing windows. Re-positioning of existing flue. Installation of new windows below existing arched windows located in living room. Replacement of existing flat roof finish with Green Sedum roof blanket system.

20/00818/F Mr Aran Horrell
17 Sydenham Close, Adderbury
Erection of a single storey rear extension

Resolved that, it be noted and approved that, observations had been made by the Parish Council in respect of the following planning applications/works to trees: None

Resolved that, it be noted and approved that, objections had been made by the Parish Council in respect of the following planning application/works to trees: None

Resolved that, it be noted that, the Parish Council is considering the following planning applications/works to tree and tree preservation orders:

20/00809/F Mr Steve O'Rourke
26 Deene Close, Adderbury
Side extension to create new dwelling

20/00867/REM Crest Nicholson Midlands
Land South Of Cotefield Business Park Phase 2 Adj To, Blossom Field Road,
Bodicote
Variation of condition 1 (approved plans) of 18/01309/REM - Minor Material Amendment for plot substitutions of housetypes for Plots 64-76 and Plots 79-95. To replace approved drawings with new drawings as appropriate.

20/00916/TPO Mr Fairbairn
Greenhill House, Greenhill, Twyford
T1 - Pollard Sycamore to the main union. Due to excessive squirrel damage at almost all main unions and a large cavity at the base. This tree is in the ground of a group of flats/houses and therefore has high pedestrian footfall - Subject to TPO 15/2016

20/00911/TCA Dr J Greenberg

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Hamelin Cottage, Horn Hill Road, Adderbury
Various tree works

20/00589/F David Kennedy
17 The Rise, Twyford
Single storey rear extension

- ii) Planning Results – The results of planning application determined by Cherwell District Council since the last meeting of the Parish Council, had been circulated to all Councillors prior to the meeting.

Resolved that the report be noted.

- iii) Planning Application 19/02796/F/Milton Road Project – OS Parcels 3309 and 4319 Adjoining and North of, Milton Road, Adderbury - The Parish Council considered a report from the Chairman with regard to the progress of the planning application for the recreation of sports & community pavilion with associated carpark and sport facilities (outdoor pitches and MUGA) following planning consent for change of use of agricultural land to sport/recreation and community use (18/00220/F).

Resolved that:

- 1) the report be noted;
 - 2) Chairman and Clerk be authorised to continue progressing the pitch area and the management of the land and to work with Clark's Drainage (the company appointed by the Parish Council); and
 - 3) the Chairman, Clerk and Vice-Chairman be authorised to continue working with the Architect to progress the planning application for Phase 2 of the project.
- iv) 19/01047/OUT, Hallam Land Management Ltd, Land North East of Oxford Road West of Oxford Canal and East of Bankside, Banbury – The Parish Council considered an outline planning application for a residential development of up to 850 dwellings; green infrastructure including formal (playing fields with changing rooms, allotments) and informal open space, landscaping; and associated infrastructure including a balancing pond; on land off the A4260, with access off the existing Longford Park access off the A4260 (Oxford Road), and a new access off the A4260 (Banbury Road). All matters of detail reserved, save for access.

Resolved that the Parish Council objects to application 19/01047/OUT. **Action TG**

146/19 Village Matters - None

147/19 Parish Council Matters

- i) Emergency Executive – The Parish Council considered delegating to the Chairman, Vice-Chairman and Proper Officer the authority to take any decisions on behalf of the Parish Council, during the Covid-19 Pandemic, if a Parish Council meeting was unable to be held, either virtually or physically.

Resolved that authority be delegated to the Chairman, Vice-Chairman and Proper Officer the authority to take any decisions on behalf of the Parish Council, during the Covid-19 Pandemic, if a Parish Council meeting is unable to be held, either virtually or physically.

- ii) Vacancy – The Clerk advised that there had not been any applications for co-option onto the Parish Council.

Resolved that the report be noted and the vacancy continues to be advertised. **Action TG**

- iii) Committees:

- Staffing Committee – Prior to the meeting, the minutes of the Staffing Committee held on 25 February 2020 had been circulated to the Committee.

Resolved that the minutes be noted and the recommendations approved. **Action TG**

- iv) Structure at the Walled Garden Allotments – The Parish Council considered a request for a structure at plot number 1 at the Walled Garden Allotments.

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Resolved that the request be approved. **Action TG**

148/19 Finance

- i) Accounts - The Clerk submitted to the Parish Council, the accounts to be paid.

Resolved that the following accounts for payment, be approved:

Payee	Amount
T Goss – Salary for April 2020	£1137.62
T Goss – Expenses April 2020	£13.50
HMRC – Monthly Payment	£137.86
Oxfordshire County Council Pension Fund	£384.71
Lester Maintenance Services – Fit new swing seat in The Rose	£20.00
S. Cochrane – Emptying gutters at Lucy Plckett Activity Centre	£50.00
Green Scythe Ltd – Grass Cutting in the Lucy Plckett in March 2020	£231.00
Theresa Goss – Zoom monthly cost	£14.39
Mr N Prickett – Grass cutting	£150.00
Rascals Horticultural Services – Allotment and Cemetery maintenance	£125.00

- ii) Bank Reconciliation & Financial Report - Prior to the meeting, the Clerk had circulated the bank reconciliation, as at 21 April 2020 for the accounts at Santander, Barclays and Cambridge Building Society and the financial report.

Resolved that the bank reconciliation for the Barclays, Santander and Cambridge Building Society accounts and the financial report, be noted.

- iii) Accounts 2019/2020 – The Parish Council considered the Annual Governance and Accountability Return for the year ended 31 March 2020 and the Receipts and Payments as at 31 March 2020.

Resolved that:

- i) the Receipts & Payments Account as at 31 March 2020 be approved; and
- ii) the Annual Governance Statement 2019/2020 (Section 1) and the Accounting Statement for 2019/2020 (Section 2) be approved. **Action TG**

149/19 Correspondence – There was no further correspondence.

THE LUCY JANE PLACKETT CHARITY **(No Items)**

150/19 Exclusion of the Public and Press

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minute numbered 151/19 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

151/19 The Leys – The Chairman reported on the meeting with the Parish Council's Solicitor, Spratt Endicott,

Resolved that:

- 1) the report be noted;
- 2) the Clerk and Chairman to progress the agreed actions. **Action TG**

(Members of the public were invited back into the meeting at the conclusion of this item)

152/19 Meeting Dates – The Chairman reported that until further notice, Parish Council meetings would be virtual meetings held on Zoom. They would all commence at 7.30pm.

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However due to the current situation with the Covid-19 Pandemic, the Chairman also highlighted that these meeting dates are subject to change at short notice and details would be published on the Parish Council web site.

- 19 May 2020

153/19 Items for Future Agendas (For Information Only)

- Statement of Internal Control 2019/2020
- Review of the Effectiveness of the Internal Audit 2019/2020

(Meeting closed at 8.40pm)

Chairman – 19 May 2020