

ADDERBURY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON ZOOM ON TUESDAY 30 JUNE 2020 AT 7.30PM

PRESENT: Councillor Diane Bratt (Chairman); Councillors Rod Head, Sue Jelfs, Ann Lyons and Martin Rye.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), Jonathan White, District Councillors Andrew McHugh and Sean Woodcock and two members of the public.

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

Parish Councillor Laura Walker submitted her apologies because she was at unwell, the apologies were accepted and the absence authorised.

Apologies for absence were also received from County Councillor Arash Fatemian and District Councillors Mike Bishop and Christine Heath.

Councillors Sheila August, Andy Millard and Garrad Millier were not present.

19/20 Declarations of Interest - All Councillors declared an interest because they were Trustees of the Lucy Plackett Playing Field.

Councillor Diane Bratt declared an interest in minute number 33/20, Fallen Tree at Adderbury Lakes because her nephew had submitted a quote for the work.

Resolved that the interests be noted.

20/20 Minutes – Prior to the meeting, the minutes of the meeting held on 19 May 2020 had been circulated to the Parish Council.

Resolved that the minutes of the meeting held on 19 May 2020 be approved and signed by the Chairman.

21/20 Matters Arising from the Minutes of 19 May 2020 – There were no matters arising.

22/20 Chairman's Announcements

- Dave Chandler – Condolences had been passed to the family of Dave Chandler.
- Adderbury Lakes and play areas – Currently continued to be closed and risk assessments would be completed before they were re-opened.
- WARA – The Parish Council would like to express its disappointment that a small group of residents calling themselves 'West Adderbury Residents Association' are spreading lots of 'fake news' relating to the Parish Council to further their own agenda to split the village of Adderbury.

If residents hear or receive information regarding the Parish Council and its workings which cause them any concern at all, please contact the Clerk for clarification and a factual response. The Parish Council would be pleased to hear from you.

- Biodiversity Project – Two residents were now involved with the area of land in St Mary's Road.
- Gracewell Carehomes - Proposed residential development was noted but no comments would be made until the Parish Council had been formally consulted by Cherwell District Council.
- Adderbury and Milton Feoffees – Terms of Office ended in May 2021 for Councillor Sue Jelfs and January 2022 for Paddy Leeman.
- Bryan Sheppard Memorial Tree – The tree was due to be planted in August 2020 and the Clerk would confirm with Gail Sheppard that the Parish Council had no issues with the planting. **Action TG**

23/20 Open Forum – None of the residents wished to address the Parish Council.

(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)

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24/20 Reports from County and District Councillors – There was no report from County Councillor Arash Fatemian.

District Councillor Andrew McHugh reported that he had attended a meeting of the Health and Wellbeing Board and it had been identified that Ruscote was one of the top ten deprived Wards in Oxfordshire. However he was also concerned about the parts of Adderbury which were deprived and he would be taking this matter forward.

Councillor McHugh also reported that because the lockdown was due to be relaxed further on 4 July 2020, there were concerns about people organising unofficial music festivals. If these went ahead, then all of the good work which had been done during the lockdown would be undone. Therefore, if anyone was aware of events taking place, he asked that he be advised and he would pass the information onto the relevant bodies.

The Chairman thanked Councillor McHugh for his reports.

Resolved that the reports be noted.

25/20 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:

20/01248/TCA Mrs J McLaine
Autumn Bank, 14 Round Close Road, Adderbury
Tree works

20/01226/F Mr Philip French
Gothic Cottage, Oxford Road, Adderbury
Refurbish the existing conservatory including enhancements to improve its thermal properties

20/01363/F Mrs Cindy Holdsworth
5 The Rise, Twyford
New detached 1.5 storey two bedroom dwelling

20/01367/TCA Mrs K Edge
The Lime Trees, 5 Church Close, Adderbury
Tree works

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:

20/01078/F Mr Sam Donaghy
9 Walton Avenue, Twyford,
Construction of garage

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

20/01421/F Mr Robert Stilgo
2 Grounds Farm Cottages, Oxford Road, Adderbury
Demolition of existing outbuildings and erection of single storey extension.
Replacement of existing timber windows with painted UPVC.

20/01489/F Mr Antony Humphrey

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Thistle Cottage, 2 Nell Bridge Cottages, Aynho Road, Adderbury
Ground floor infill extension to the front to extend the hall remove existing conservatory to the rear and create a two storey extension.

20/01543/LB & Mr Robert Stilgo
20/01542/F Grounds Farm, Oxford Road, Adderbury
Remove existing stonessfield slates and fit Welsh slates to roof slopes 2 and 3 of Grounds Farm farmhouse

- 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) the STRI report be noted;
 - 3) the Chairman and Clerk be authorised to continue progressing of the pitch area, working with Clark's Drainage (the company appointed by APC) and continue the management of the land.
 - 4) the Chairman, Clerk and Vice Chairman be authorised continue working with the WFAC residents team to progress Phase 2 of the project.
- iv) Planning Application 20/01208/F - Land West of, Horn Hill Road, Adderbury – The Parish Council discussed an application for an extension to the approved single dwelling

Resolved that Parish Council does not object to application 20/01208/F.

The Parish Council notes there is no objection from English Heritage and the building is some way back from the listed Friends Meeting House, however the development should not impose on the Friends Meeting House and the PC suggests some increased planting of hedging along the boundary with the cemetery to ensure this. **Action TG**

26/20 Village Matters

- i) Traffic Calming – The Parish Council considered a report from Councillor Martin Rye on the progress of the Environment Committee's Traffic calming project.

District Councillor Andrew McHugh reported that the Community Safety Fund which had been ring-fenced in the reserves at Cherwell District Council had been used during the Covid-19 Pandemic and would probably not now be available for community safety.

Jonathan White asked Councillor McHugh whether he would escalate a matter at Thames Valley Police (TVP) relating to the Parish Council's request relating to the locations for the TVP enforcement van. The Parish Council had offered to pay for hardstanding for the enforcement vans, if they would be used by Thames Valley Police. However, despite asking a number of times, there had not been any response from TVP. Councillor McHugh agreed to follow this up with Thames Valley Police. **Action AMc**

Resolved that the report be noted.

- ii) FOCAL – Councillor Ann Lyons reported that there had not been any update on the re-opening of the library and fundraising was continuing.

Resolved that the report be noted.

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- iii) Working for Adderbury Community (WFAC) – Prior to the meeting, the Parish Council received a progress report on the project.

Resolved that the report be noted.

- iv) Adderbury Lakes – The Parish Council considered a report with regard to weed removal at Adderbury Lakes.

Resolved that:

- 1) the report be noted;
- 2) the Lakes Management Group continues to follow up the survey and progress with this work; and **Action DB**
- 3) thanks be sent to the Lakes Management Committee, especially Rick Atkinson and Nigel Claxton, for their work at the Lakes. **Action DB**

- v) Community Governance Review – The Parish Council considered a report on the Community Governance Review, which was being carried out by Cherwell District Council, following the submission of a petition.

Resolved that:

- 1) the Parish Council notes that the Community Governance Review has been submitted to Cherwell District Council;
- 2) the Parish Council does not support the proposal for a West Adderbury Parish Council;
- 3) the Clerk, Chairman and Vice-Chairman be authorised to submit comments to Cherwell District Council, on behalf of the Parish Council, opposing such a split in the village; and **Action DB/KM/TG**
- 4) a statement be published on the Parish Council website/village web site/Facebook etc to state and explain the Parish Council's agreed position on the Community Governance Review. **Action TG**

- vi) Millennium Cup 2020 – The Parish Council discussed whether the Millennium Cup should be judged this year, in light of the Covid-19 Pandemic.

Resolved that the Millennium Cup be awarded in 2020 and it be judged by Councillor Sue Jelfs.
Action SJ

27/20 Parish Council Matters

- i) Vacancies – The Parish Council considered two applications for co-option onto the Parish Council.

Resolved that Ian Bailey and Oliver Ighani be co-opted onto the Parish Council. **Action TG**

- ii) Committees

- Environment Committee – The minutes of the Environment Committee held on 23 June 2020 would be circulated in readiness for the next meeting of the Parish Council on 28 July 2020.

Resolved that the report be noted.

28/20 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 May 2020	£1170.99
T Goss – Expenses May 2020	£14.39
HMRC – Monthly Payment	£155.44
Oxfordshire County Council Pension Fund – Monthly Payment	£400.16

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Signs Engraving – Signs for Lucy Plackett Playing Field	£117.60
Thomas Fox Landscaping Ltd – Grass Cutting for May 2020	£943.23
Green Scythe Ltd – Grass cutting LPPF for May 2020	£463.20
Rascals Horticultural Services – Allotment and Cemetery maintenance for May 2020	£215.00
Prysebros Ltd – Weed Control for May 2020	£561.60
T Goss – Stationery Order	£121.16
Rascals Horticultural Services – Allotment and Cemetery maintenance for June 2020	£280.00
Thomas Fox Landscaping Ltd – Grass Cutting for June 2020	£883.23
DW Clark Drainage Ltd – Milton Road Project	£21,434.16

- ii) Bank Reconciliation & Financial Report - Prior to the meeting, the Clerk had circulated the bank reconciliation, as at 30 June 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) Parish Council Bank Accounts – The Parish Council considered a report with regard to closing the two bank accounts at Santander and opening two new accounts with Unity Bank, which allowed for on-line banking.

Resolved that:

- 1) the two bank accounts at Santander and Barclays Bank and the one account at the Cambridge Building Society be closed;
- 2) two new bank accounts be opened at Unity Bank; and
- 3) the following signatories on the Parish Council bank account be approved: Councillors Diane Bratt, Ann Lyons, Laura Walker and Martin Rye and Theresa Goss (Clerk and Responsible Financial Officer). **Action TG**

- 29/20 Correspondence** – There was no further correspondence from the Clerk. District Councillor Andrew McHugh advised that there were still Covid-19 funds available at Cherwell District Council to provide support for community groups.

THE LUCY JANE PLACKETT CHARITY

- 30/20 Adderbury Park Football Club** – This item was withdrawn from the agenda.

31/20 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 minutes numbered 32/20 & 33/20 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

- 32/20 The Leys** – The Chairman reported that there was no update on this matter.

Resolved that the report be noted.

- 33/20 Fallen Tree at Adderbury Lakes** – The Parish Council considered two quotes for the removal of a large tree at Adderbury Lakes, which had fallen onto land owned by Stud Farm Stables.

Resolved that:

- 1) the report be noted;
- 2) the Parish Council authorises the Clerk and the Chairman and/or Councillor Martin Rye to accept a suitable quote, after consultation with other members of the Lakes Management Committee; and **Action DB/MR/TG**
- 3) the choice of contractor should be based on the most competitive price, but also considering that the work needs to be completed in the next 4 to 6 weeks. **Action DB/MR/TG**

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

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34/20 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.

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.

- 28 July 2020
- No meeting in August 2020
- 8 September 2020
- 27 October 2020
- 24 November 2020
- No meeting in December 2020
- 12 January 2021
- 25 February 2021
- 30 March 2021
- 27 April 2021
- 18 May 2021

35/20 Items for Future Agendas (For Information Only)

- Environment Committee Minutes - 23 June 2020

(Meeting closed at 8.50pm)

Chairman – 28 July 2020