

ADDERBURY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING (ADVISORY) HELD ON ZOOM ON TUESDAY 27 JULY 2021 AT 7.30PM

PRESENT: Councillor Diane Bratt (Chairman); Councillors Jackie Head, Rod Head, Oliver Ighani, Sue Jelfs, Ann Lyons and Laura Walker.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), County Councillor Arash Fatemian, Trish Fennell and three members of the public.

APOLOGIES: Councillor Matthew Gerrard submitted his apologies because he was at work, the apologies were accepted and the absence authorised.

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

District Councillors Mike Bishop, Adam Nell and Andrew McHugh.

33/21 Declarations of Interest - All Councillors declared an interest because they were Trustees of the Lucy Plackett Playing Field.

Recommended that the interests be noted.

34/21 Minutes – Prior to the meeting, the minutes of the meeting held on 29 June 2021 had been circulated to the Parish Council.

Recommended that the minutes of the meeting held on 29 June 2021 be approved and signed by the Chairman.

35/21 Matters Arising from the Minutes of 29 June 2021 – There were no matters arising.

36/21 Co-options – The Chairman reported that there had been four applications for co-option, however, only one candidate had attended a Parish Council meeting as a member of the public.

Recommended that:

- 1) Lucy Wells be co-opted onto the Parish Council; and **Action TG**
- 2) the other applicants be invited to attend the Parish Council meeting on 14 September 2021; and
- 3) if the other applicants attend the Parish Council meeting on 14 September 2021, their applications will be considered at the meeting in October 2021. **Action TG**

37/21 Chairman's Announcements

- Planning application 21/00104/F – This application had now been approved by Cherwell District Council and the project could continue to be progressed.
- Anti-Social Behaviour at the Lucy Plackett Playing Field – Thames Valley Police had been requested to increase patrols at the playing field. Residents were encouraged to report all incidents of anti-social behaviour to Thames Valley Police, using 101.
- Parking on the verges by the Pickled Ploughman had been raised by residents since it blocked the vision splay for vehicles exiting nearby roads and driveways and is a traffic hazard especially for ambulances frequently on blue light runs. The Clerk will contact the Pickled Ploughman to request their customers use the pub's own car parking areas. **Action TG**

38/21 Open Forum – A resident addressed the Parish Council with regard to the removal of the trees on the Milton Road land.

Two residents addressed the Parish Council with regard to the work so far on the Milton Road land.

The Chairman confirmed that all field drainage and tree work had been completed in accordance with the relevant planning permissions.

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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)

- 39/21 Reports from County and District Councillors** – County Councillor Arash Fatemian addressed the Parish Council meeting and reported that the County Council had met at Spice Ball Leisure Centre and they had increased their number of Scrutiny Committees.

A petition had also been set up relating to the closure of the Barford Road Bridge which was currently closed to vehicles over two tons and included a width limit. It was hoped the petition would encourage the County Council to complete the repair works more quickly due to the impact it was having on the surrounding areas. Councillor Fatemian would email details of the petition to the Clerk. **Action AF**

Recommended that the report be noted.

40/21 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.

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

21/01826/F 1 Norris Close, Adderbury, Banbury
Extension to side and rear of property and new garden room

Recommended that, it be noted and approved that, an objection had been made by the Parish Council in respect of the following planning applications/works to trees:

21/01966/F Land to Rear of Gracewell Care Home, Gardner Way, Adderbury
The erection of 18 dwellings and access road

Recommended that, it be noted that the Parish Council was considering the following planning applications/works to trees:

21/02143/F Nell Bridge House, Aynho Road, Adderbury
Erection of a single storey side extension

21/02234/F Old Marks, East End, Adderbury Did you receive my comments on this one?
Single storey rear kitchen / utility extension (amendments to 21/00143/F)

21/02210/F Ivydene, Horn Hill Road, Adderbury
Remove existing potting shed and erect new single storey rear extension plus new workshop and new front porch

21/02245/F The Lake House, Lake Walk, Adderbury
Erection of a gazebo

- 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.

Recommended that the report be noted.

41/21 Village Matters

- i) Traffic Calming – The Clerk reported that the chicanes were due to be completed on 30 July 2021.

Recommended that:

- 1) the report be noted; and

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- 2) clarification be sought from the County Council with regard to the publication of the comments received during the public consultation exercise on the proposed closure of the Horn Hill Road/Milton Road junction. **Action TG**
- ii) FOCAL – Councillor Laura Walker gave an update on the work of FOCAL and its involvement with the Community Day in September 2021.

Recommended that the report be noted.

- iii) The Milton Road Community Project – The Parish Council considered a progress report on the building project. Councillor Jackie Head also provided a verbal update on WFAC.

Recommended that:

- 1) the reports be noted;
 - 2) the Chairman and Clerk be authorised to continue the management of the land and the pitch area including the mowing and other requirements like fertiliser;
 - 3) the Project Management team continues working with the WFAC residents' group to progress the building phase of the project and that the Project procedure plan will be brought before the Parish Council as soon as it is ready; and
 - 4) the Chairman and Architect continue to work on the discharge of planning conditions.
- iv) Parking Issues, Litter Bins and Signage – The Clerk advised that she had requested more information from the resident who had made the request for additional litter bins and 'No Ball Games' signage for Croft Lane, as well as highlighting parking issues on High Street and Croft Lane. However an update had not yet been received.

Recommended that this item be deferred to a future meeting when more information has been obtained from the resident concerned. **Action TG**

42/21 Parish Council Matters

- i) Cherwell District Council Draft Statement of Community Involvement – The Parish Council discussed the public consultation document.

Recommended that comments be submitted to the Chairman, Vice-Chairman and Clerk before the deadline of 23 August 2021. **Action ALL**

- ii) Committee Minutes and Recommendations – Prior to the meeting, the minutes of the Environment Committee held on 15 July 2021 had been circulated to the Parish Council.

Recommended that the minutes be noted and recommendations be approved.

- iii) Health and Safety – The Parish Council considered a number of health and safety inspections.

Recommended that, it be noted that:

- Play area inspection at The Rise – Councillor Rod Head reported that the quote for the surfacing was still awaited. Also, the fencing around the play area needed to be repaired. Paul Lester would be asked to provide a quote. **Action TG/RH**
- Play area inspection at the Lucy Plackett Playing Field – Councillor Ann Lyons reported that the quote for the play area surfacing was still awaited. There had also been some litter on the field as well as the anti-social behaviour discussed earlier in the meeting.
- Adderbury Lakes – The Chairman reported that there were no issues at Adderbury Lakes,

43/21 Finance

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

Recommended that the following accounts for payment be approved:

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Theresa Goss – Salary and Expenses for July & August 2021	
HMRC – Payment for July & August 2021	
Oxfordshire County Council – Clerks Pension for July & August	
Derek Latham and Co – Milton Road Project	£2400.00
Design Grow – Maintenance at Adderbury Lakes June 2021	£69.60
Green Scythe Ltd – Grass cutting at the Lucy Plackett Playing Field	£781.80
Fourth Corner Ltd – Allotment and Cemetery Maintenance	£639.07
Glasdon UK Ltd – Dog Waste Bin	£248.54
GeoXphere Ltd – Parish On-Line	£150.00
Paul Lester – Repairs to play equipment	£125.00
PE Walsh – Milton Road Field grass cutting	£380.00

- ii) Bank Reconciliation & Income Since the last Meeting - Prior to the meeting, the Clerk had circulated the income which had been received since the last meeting and the bank reconciliation, as at 27 July 2021 for the accounts at Unity Trust Bank and the Cambridge Building Society.

Recommended that the income and the bank reconciliation be noted.

- iii) Financial Report - Prior to the meeting, the Clerk had circulated the financial report as at 27 July 2021.

Recommended that the report be noted.

- 44/21 Correspondence** – Correspondence had been received from Gigaclear and circulated to Councillors with regard to the roll out of fibre broadband in the village.

It was agreed that Parish Council surgeries would commence in September 2021.

THE LUCY JANE PLACKETT CHARITY

(No items)

- 45/21 Meeting Dates** – The Chairman reported that from September 2021, Parish Council meetings would be held in Church House, High Street, Adderbury, at 7.30pm on the following dates:

- 14 September 2021
- 26 October 2021
- 30 November 2021

46/21 Items for Future Agendas (For Information Only)

- Co-options onto the Parish Council
- Quote for Works at Adderbury Cemetery
- Monitoring of brambles at the Lucy Plackett Playing Field
- Bench Survey – Rod Head
- Parking Issues, Litter Bins and Signage

(Note: In accordance with Parish Council minute number 170/20, 'the Parish Council agrees to grant the Clerk and Responsible Financial Officer, delegated authority to make decisions on behalf of the Parish Council, where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline' the Clerk and Responsible Financial Officer, confirms all of the decisions made during the advisory Parish Council meeting held on 27 July 2021).

(Meeting closed at 8.15pm)

Chairman – 14 September 2021