

# ADDERBURY PARISH COUNCIL

TUESDAY 25 JUNE 2019

**Clerk & Responsible Financial Officer**  
**Theresa Goss**  
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This is a summary of the decisions and not the formal minutes of the meeting of Adderbury Parish Council held on 25 June 2019.

If you require further information on the meeting, please contact the Clerk to the Parish Council, Theresa Goss on 01295 710965, during normal office hours.

**PRESENT:** Chairman Councillor Diane Bratt; Councillors Sheila August, Steven Cox, Rod Head, Ann Lyons, Keith Mitchell and Martin Rye.

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), Jonathan White (Co-opted member of the Environment Committee), County Councillor Arash Fatemian, District Councillors Christine Heath and Mike Bishop.

## SUMMARY OF DECISIONS

1. **Welcome** – The Chairman welcomed everyone to the meeting and advised on the procedure for the recording of meetings.
2. **Apologies for absence** – Parish Councillors Vicky Head, Sue Jelfs and Garrad Millier, District Councillor Andrew McHugh and Trish Fennell.
3. **Declarations of Interest** – All Councillors as Trustees of the Lucy Plackett Playing Field. Other interests would be detailed in the minutes.
4. **Minutes & Matters Arising** – The minutes of the meeting held on 28 May 2019 were approved. No matters arising.
5. **Chairman's Announcements**
  - The recent passing of Andrew Barnes was noted and the Parish Council's condolences had been passed to his family by the Clerk. A Memorial Service was being held at 2pm on Monday 15 July 2019 at St Mary's Church, Adderbury.
  - Councillors were reminded to regularly check their Parish Council emails and respond in good time.
  - Information on the Cherwell District Council's Parish Liaison Meeting held on 12 June 2019 was available on the CDC web site.
  - Councillor Steven Cox would attend the Parish Transport Representatives Meeting on 3 July 2019 at 1.30pm at County Hall in Oxford, if he was available.
  - An update on the Rural Community Forum meeting held on 5 June 2019 would be circulated by email.
  - The volunteers who had come forward to assist the Environment Committee with the work on the traffic calming measures were thanked for their work, especially Jonathan White, co-opted member of the Committee.
6. **Open Forum** – No residents.
7. **Reports from County and District Councillors** – County Councillor Arash Fatemian and District Councillor Christine Heath reported verbally to the Parish Council.

## 8. **Planning**

- i) Planning Applications - The planning applications considered by the Parish Council since the last meeting were noted and comments approved.
- ii) Results of Planning Applications - The results of planning applications determined by Cherwell District Council's Planning Committee were noted.
- iii) Planning Application 18/00220/F – The Chairman and Clerk were authorised to continue to progress the discharging of condition 5, progressing of the pitch area and the management of the land.

The Chairman and Clerk were also authorised, with the architect, to progress with formal pre-app discussions with Cherwell District Council (CDC) based on the concept designs, in preparation for the submission of the full planning application for phase 2 (community building, highway entrance).

The appointment of a Quantity Surveyor for the Initial Budget Cost Plan and the appointment of an Architect for the next stage of the planning application, following the Pre -App discussions with CDC were discussed later in the meeting.

- iv) 19/00963/OUT, OS Parcel 9100 adjoining and east of Last House adjoining and north of Berry Hill Road Adderbury, Re-submission of application 17/02394/OUT – Parish Council objects to the application.
- v) Planning Application 19/01047/OUT - Hallam Land Management Ltd, Land North East of Oxford Road West of Oxford Canal and East of Bankside Banbury – Deferred to the next meeting.

## 9. **Village Matters**

- i) FOCAL – Noted.
- ii) Working for Adderbury Community (WFAC) – Noted.
- iii) Bench for The Rise – Deferred to the Environment Committee to be included with the tree planting project at The Rise.
- iv) Location of the Silent Soldier – Be retained in its current location.

## 10. **Parish Council Matters**

- i) Vacancies – Laura Walker and Andy Millard were co-opted onto the Parish Council. Rhys Owens would be invited to be co-opted member of the Environment Committee.
- ii) Appointment of Council Representatives & Council Committees – Detailed in the appendix to the minutes.
- iii) Committee Minutes – The minutes of the meeting of the Environment Committee held on Wednesday 5 June 2019 were noted and the recommendations approved.

The minutes of the meeting of the Staffing Committee held on Tuesday 11 June 2019 were noted and the recommendations approved.

- iv) Councillors Training Courses – Noted.
- v) Parish Council Surgeries – No residents attended.
- vi) Health and Safety
  - The Rise play area – No issues.
  - Lucy Plackett Playing Field/play area – No issues. Councillors Sheila August/Rod Head would monitor the playing field and play area during August 2019.
  - Adderbury Lakes – No issues

- The Annual Play Area Inspections for the Lucy Plackett and The Rise were noted.

11. **Finance**

- Accounts for Payment – The accounts for payment were approved.
- Bank Reconciliation and Financial Report – Noted.
- Bus Shelters on Banbury Road – Noted that Councillor Arash Fatemian would support the Parish Council's second application for Locality Funding for the new bus shelter.

14. **Correspondence** – None.

**The Lucy Jane Plackett Charity**  
**(One item)**

15. **Party in the Park** – Thanks had already been passed to the Party in the Park Committee for their contingency plans on 15 June 2019, due to the adverse weather conditions.

16. **Public and Press** – The press and public were excluded for items 17 & 18.

17. **Milton Road Project** – Hadland, Manning, Bullock and Partners Ltd were appointed as the Quantity Surveyor for the Initial Budget Cost plan.

The Chairman, Vice-Chairman and Clerk were given delegated authority to negotiate with Latham's Architects. If the negotiation was successful then Latham's Architects be appointed, but if not, the item would be considered again at the next meeting of the Parish Council on 30 July 2019.

18. **Boreholes in Adderbury Cemetery** – The PC agreed to monitor the situation and continue to follow the revised burial policy to avoid areas which may have a high water table.

The Clerk and Chairman were authorised to look into marking out of suitable grave spaces in the cemetery.

The PC would investigate how many years of burials the cemetery potentially had (a rough estimate was 24 years in section 3 plus some in section 4) and consider measures to acquire future burial land elsewhere, as per Policy AD21 of the Adderbury Neighbourhood Plan.

19. **Meeting Dates** - Future meeting dates are as follows and would commence at 7.30pm at the Church House, Adderbury, unless stated otherwise:

- 30 July 2019
- No meeting in August 2019
- 10 September 2019
- 29 October 2019
- 26 November 2019
- No meeting in December 2019
- 14 January 2020
- 25 February 2020
- 31 March 2020
- 28 April 2020
- 26 May 2020

20. **Items for the Next Agenda (Items of Information Only)**

- Planning Application 19/01047/OUT - Hallam Land Management Ltd, Land North East Of Oxford Road West Of Oxford Canal And East Of Bankside Banbury - 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.