**PARISH COUNCIL GENERAL MEETING**

**To Join Zoom Virtual Meeting**

Meeting ID: 878 9893 0200

Password: 009680

**15th February 2021**

**MINUTES**

**21/695 Resolution to approve apologies for absence**

* To receive any apologies for absence from the meeting. Members who cannot attend a meeting shall tender their apologies in writing to the Parish Clerk prior to the meeting – Section 85(1) of the Local Government Act 1972.
	+ Apologies for absence were not received from:
		- Cllr C. Bowden
		- Cllr R. Solesbury Timms
	+ Apologies received from:
		- Cllr. A. Deary – Family Commitments – COVID

**Proposed: Cllr. M. Allen Seconded: Cllr. S. Jerrams Coughtrey**

**21/696 Members’ declaration of interest in items on the Agenda**

* Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting
	+ Members had no specific pecuniary interests on items under consideration of the Agenda.

**21/697 OPEN MEETING**

* An opportunity for individuals to raise any items concerning the Parish
	+ 1 member of the public participated to observe and comment if required.

**21/698 Planning - Letters, Decisions and Applications Chair/Cllrs/Clerk**

 **20/698.1 Applications - Determined by SNC – Local Planning Authority**

* **S/2021/0177/TCA – 1 Rose Hall Lane, OX17 2NQ**
	+ **Removal of Cypress Trees to Boundary Hedge which are dead/dying due to Cypress Cander. Grind out roots, replace with 9 Portuguese Laurel. Total length of Hedge 9 metres. Length of Hedge to be removed 5 metres**
	+ Planning application reviewed - Cllrs had no objections or comments to make relating to the application other than they would want neighbours’ views taken into account
* **S/2021/0142/FUL – 9 The Olde Well Cottage, Main Road, OX17 2ND**
	+ **Single storey Garden Studio**
	+ Planning application reviewed - Cllrs had no objections or comments to make relating to the application other than they would want neighbours’ views taken into account
* **S/2021/0075/FUL – Portal 11 Upton Lodge buildings Astrop Road, OX17 2PJ**
	+ **Dismantle existing concrete portal frame barn. Erect new purpose built steel portal frame building on similar footprint to accommodate Veterinary Practice and other Use Class E business.**
	+ Planning application reviewed - Cllrs discussed the concerns raised by a resident and felt SNC Planning should be advised of the issues raised.
* **S/2021/0092/FUL – 19 Tenlands, OX17 2NL**
	+ **Single storey rear extension**
	+ Planning application reviewed - Cllrs had no objections or comments to make relating to the application other than they would want neighbours’ views taken into account

**20/698.2 – Decisions - Local Planning Authority Responsibility**

* **NONE received before the Agenda issued. Decisions received since this date would be noted at the next PC meeting 1st March 2021.**

**21/699 Playing Fields (PFA) – Astrop Road Cllr. K. Burgess**

* Update & Way Forward
* Parish Council membership
	+ Review still being undertaken relating to general Administration & Charity functions that need to be followed.
	+ Parish Council to be notified following decision reached on a representative attending PFA meetings.
	+ CCTV issues were relayed and whether the PC could help financially – Cllrs reminded by the Chair that funds were given to install current unit but information required not forthcoming.

**21/700 Community Wellbeing – COVID-19 Cllrs/Jones/Burgess**

* Winter Support in the Community
	+ Pet Support
	+ Food/Prescriptions/Other
		- Shopping (food/prescriptions) and dog walking continues
		- Elderly residents – taxi arrangements secured, if and when required to Drs/hubs for Covid vaccinations

**21/701 Chairman’s Report Chairman**

* Signage in the village for the Heseltine Gallery – Residents/Cllrs Views
	+ Clerk has been advised by Chenderit Representative that she has been liaising with Cllr Allen – yet to be finalised.
* Tier 4: High – Any Concerns? – None so far – any general issues dealt with when notified.
* Stanwell Park – Dog Walking Path – Improvements
	+ Information relating to financial costs will be sent to the Clerk
	+ The surface should last approx..20yrs
* Finance Working Party Meeting – update
	+ Chair explained that a number of issues need to be addressed and therefore a long meeting – she apologised that Cllrs had to wait before PC meeting could start. Recommendations put to Cllrs were agreed – minutes will follow.

**21/702 Clerk/RFO Report Clerk/RFO/Cllrs**

* Permissive Bridleways 2021
	+ Landowner asked if he will accept 1yrs payment to take matters forward to give residents time to form a Group. He agreed verbally.
	+ Clerk to write asking for written agreement.
* Elections – “Wanted” Poster & Census 2021
	+ Poster to be displayed in the Notice Boards
* Police – Doorstep Canvassing During Lockdown restrictions
	+ Cllrs to receive a copy of the letter explaining the rules
	+ Note relating to Purdah will be issued to all Cllrs
* Astrop Play Area – Arson/Police/Work carried out
	+ Crime reference number has been sent to the Police for action to be taken
* BT Cable Repairs – Waters Lane
	+ Appropriate authority has been notified and followed through.
	+ Chair felt we should remove this as an Agenda item as the Clerk had liaised with appropriate authority and now down to them.
* Policies/Procedures issued
	+ Cllrs were asked to respond to email/s sent to them re: approval
* Website
	+ Responsibility has now been passed to the Maintenance Manager who will be attending a training session with 2Commune shortly.

**21/702 Clerk/RFO Report Clerk/RFO/Cllrs**

* Internal Audit
	+ Audit will take place as normal – possible virtual meeting. The auditor has written reminding Cllrs to comply with his comments last year.
* Siemens Insurance/Came & Co Obligation
	+ Photos and invoice copies have been sent as requested and cheque will be issued shortly.
* Grit Bins – usage/replacement
	+ Info on usage has been posted on Parish Council FaceBook page
	+ Bins are the responsibility of the Parish Council
* Dispensations
	+ Cllrs were asked to respond to email sent to them i.e. to complete form if not already done so.
* Census 2021 – 21st March (Sunday)
	+ Reminder given to Cllrs – any concerns/questions to be forwarded to the Clerk
* Rural Partnership Project
	+ Still ongoing – SNC yet to respond.
* Salmons Lane – Street Light
	+ Due to current workload a letter has not yet been sent to the residents.
* Working Parties – Update
	+ Reminder to Cllrs to respond asap.

**21/703 Engagement with Residents/Highways/Enforcement Clerk**

**(a) Salmons Lane – Lighting**

* Enforcement – Conservation Area – Repairs
	+ As mentioned above letter still required however Enforcement indicated they would also write explaining how this issue might be resolved.

**21/704 VAS Warning Signs – Update Cllr. K. Burgess/Clerk**

* Date/Location of future installation
	+ Unit has been moved from the Chacombe Road to Main Road
	+ Police have been sent the graphs detailing vehicles/speed
* Licence – 8.8.19
	+ Still in force.

**21/705 Neighbourhood Plan – Update Cllr. T. Rice/Cllrs/Clerk**

* Steering Group – Update – Future Meeting
	+ Next meeting scheduled for: Wednesday, 24th February
	+ Meeting took place with SNC planning – update relayed
* Vision Statements
	+ Will be used/taken into account preparing future documents
* Appeal – Land South of Thenford Road – Letter
	+ Resident’s concern that info not recorded has been handled
	+ Appeal meeting will start on 16th March for 9 days – Clerk to observe.

**21/706** Urgent Matters relating to COVID-19 – Unknown when the Agenda is being issued.

 Any issues were discussed and agreed during the meeting.

**21/707 Next meeting**

* **1st March 2021 – Parish Council General Meeting**

**Signed:** **…………………………………………………………….** **Dated:** **……………………… 2021**

**Chair**