

MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE JUBILEE HALL ON 11th DECEMBER 2023

Present: Mrs Caroline Hjorth (Chair)
Mr Duncan Boulton
Mr Les Gordon
Mr John Poole
Mrs Margaret Poole

Ms Barbara Drysdale (Clerk)

Also present were: Mr Peter Gardner and Ms Kayti Foster (NP committee)

Apologies were received from: Cllr Ray Hudson (LPC), Cllr Freddie van Mierlo (OCC)
& Cllr Georgina Heritage (SODC)

Item 1: MEMBERS’ DECLARATION OF INTEREST

None were received.

Item 2: APPROVAL OF THE MINUTES OF THE MEETING OF THE PARISH COUNCIL

The minutes of the parish council meeting held on 9th November 2023 were accepted as being a true record of proceedings by councillors and signed accordingly by the Chair.

Item 3: MATTERS ARISING FROM PREVIOUS MINUTES

There were none that are not covered under other headings.

Item 4: PUBLIC PARTICIPATION IN SESSION

No requests had been received by the Clerk.

Item 5: THAMES VALLEY POLICE

There were no reports.

Item 6: DISTRICT AND COUNTY COUNCILLORS’ REPORTS

The meeting noted receipt of Cllr Heritage’s monthly report and apologies for absence from Cllr Heritage and Cllr van Mierlo.

Item 7: FINANCE

a) Councillors received and noted a budgetary control report for the year to date from the RFO which showed balances as of 6th December 2023:

- Treasurers Account: £1,321.00
- Business Savings Account: £20,305.78
- Hall Account: £6,205.58

Cllr Boulton (finance) signed the Cashflow.

The RFO told the meeting she had transferred £500 from LPC’s savings account to its Treasurers Account.

b) Approval was formally given for the payment of the following outstanding accounts:

i) SLCC	Subscription	£148.00	S.111 LGA 1972	Chair/JP
ii) CAB	Donation	£100.00	S.142 (2A), LGA 1972	

Chair:

Date:.....

iii) PetWasteSolutions	Dog bin emptying	£92.95	S.111 LGA 1972	
iv) B Drysdale	Clerk's expenses	£57.60	S.112(2) LGA 1972	
v) CLB Landscaping	Bulb planting	£180.00	CIL	
vi) Lisa Armstrong	Lewknor flower tubs	£72.64	CIL	
c) The council approved a donation of £200 to Thames Valley Air Ambulance and £150 to the Watlington Hospital Charitable Trust; to be paid in January.				Clerk
d) The final budget was approved along with a precept submission of £20,000; the Chair signed the precept form and the RFO was instructed to submit it to SODC early in January.				Clerk
e) The RFO told the meeting that LPC now received its bank statements online which were then saved on the parish council laptop.				

Item 8: PLANNING

- a) The council discussed the following new applications:
- i) P23/S3860/LDP 4, Church Lane, Lewknor
Construction of lean to timber shed with glazed roof to rear of house
And formally agreed to support this application Clerk
- ii) P23/S4010/HH Poplar Cottage, Box Tree Lane, Postcombe
Alteration/extension to existing outbuilding to form residential annexe
And formally agreed to support this application Clerk
- b) The council noted the amendment to the following planning application:
P23/S3395/HH 2, Town Farm Close, Lewknor
Erection of new fence and access gate to front of property, replacing front lounge window with patio doors, garage to become study with new access from entrance hall. Bi-folding doors installed to garage carried out under Permitted Development Decision awaited
- c) The council noted the status of the following applications:
- i) P22/S2744/HH & P22/S2745/LB Poplar Farm, Box Tree Lane, Postcombe Decision awaited
Proposed single storey rear extension, and internal/fenestration alterations to the existing house.
- ii) P23/S2073/FUL The Manor House, Weston Road, Lewknor Refused
Water and air permeable weed barrier laid with Cotswold Shingle sprinkled over the top
- iii) P23/S2490/LDE The Storeground, Aston Hill, near Aston Rowant Decision awaited
Mixed use of site for residential use workshops and storage
- iv) P23/S3608/FUL Field Farm, Shirburn Road, near Lewknor Decision awaited
Proposed steel portal framed agricultural cattle housing building
- d) The council discussed the Watlington Relief road; it was agreed that LPC should watch how this proceeded so it could consider what effect it might have on Lewknor parish, including during the construction process.

Item 9: HIGHWAYS AND TRANSPORT

- a) Community SpeedWatch: Cllr John Poole told the meeting that he had started the process of setting up a Postcombe group and hoped that approval would be given by the end of the month on the sites for such speed checks. JP
- b) Installation of the new VAS: the Clerk told the meeting that after several email conversations with OCC, the county council had accepted that it owned the A40 VAS and therefore would cover the cost of a replacement for the broken one; the replacement would be one removed from the new 20mph zone within the parish.

Chair:

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The council noted that the new 20mph VAS would be paid for and installed by OCC but that LPC would need to formally place the order with the supplier; details of how the process would work would be confirmed by OCC.

c) B4009 pavements. The Clerk told the meeting that she had emailed the CEOs of both bus companies that use the bus stops on the B4009 asking for their financial help in improving the pavements used by bus customers; no reply had been received yet from either. The emails had been approved by Cllr van Mierlo and his name added to them.

d) Hill Road Steps. Following a report from Cllr Hudson that a resident had slipped on these steps, the Clerk had made a report on FixMyStreet but it had been rejected because FixMyStreet claimed there were no steps at this location. The Clerk had escalated the issue with Highways "Engagement". No further response yet.

The Chair told the meeting that the OCC tree officer had ordered a hard cut of the overhanging trees.

e) Salt bin in Beacon View. The Clerk told the council that OCC was waiting on its contractor to install the new bin.

Clerk

f) Beacon View signage. The council discussed a request received by the Chair for a "children playing" sign to be erected. It was agreed the Clerk would contact OCC.

Clerk

g) The upkeep of hedges in the parish. It was agreed that the Clerk would contact OCC about the overhanging hedges on the A40 in Postcombe because after several requests over two months, the landowner had not cut them back. Cllr Boulton would contact another landowner to cut back other hedges in Box Tree Lane.

Clerk/
DB

Item 10: NEIGHBOURHOOD PLAN

The council formally noted that Lewknor's Neighbourhood Plan had been overwhelmingly approved at the referendum on 23rd November. Mr Gardner told the meeting that the SODC cabinet would be meeting on Thursday to formally approve the plan which would then become part of the Local Plan. It was agreed that NPSG and LPC would continue to monitor the NP as a living document and amend or update as and when necessary.

All

The parish council repeated its grateful thanks to the huge amount of work carried out by the NP steering group.

Item 11: VILLAGE HALL

The Chair, who also sits on the LPRG&H committee, told the council that rental rates were being increased. She also told the meeting that repairs were needed to the boiler; it was formally agreed that these would be paid for out of LPC's LPRG&H bank account; further details to follow at LPC's January meeting.

Clerk

Item 12: CIL

The Clerk told the council that she had submitted the annual monitoring report on CIL expenditure as required by SODC.

Item 13: VILLAGE SHOP

The council noted that the legal process for a new tenancy in the village shop was ongoing.

Item 14: UNPAID PROBATION WORK

The Clerk told the council that she had heard back from the organisation which arranged voluntary community work carried out by people on probation. She had repeated LPC's request for help to clear the pavements on the A40. However, she had been told that the volunteers

Chair:

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were not allowed to work on pavements closer than 1.2 metres to a road. Councillors asked the Clerk to request a working party to help clear the Lewknor church graveyard.

Clerk

Item 15: CORRESPONDENCE RECEIVED

- High Sheriff's award: a nomination was agreed which the Clerk would submit.
- Internal Audit papers: to be formally discussed at January meeting

Clerk

Clerk

The meeting closed at 9.10pm

Chair:

Date:.....