

MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE JUBILEE HALL ON 13th NOVEMBER 2023

Present: Mrs Caroline Hjorth
Mr Duncan Boulton
Mr John Poole
Mr Ray Hudson

Ms Barbara Drysdale (Clerk)

Also present were: Cllr Georgina Heritage (SODC), Cllr Freddie van Mierlo (OCC) and four residents

Apologies were received from: Cllr Les Gordon & Cllr Margaret Poole (LPC)

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 October 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

- The council thanked Cllr Hudson for repairing the roof of the A40 bus shelter.
- The RFO told the council that the Lloyds 3.6% interest saving account was no good for LPC as money had to be locked away for a year.
- some of the hedges in Postcombe have been cut back; others would be done soon. The Clerk was instructed to remind landowners. (Cllr Boulton to provide location details for one hedge).

DB/
Clerk

Item 4: PUBLIC PARTICIPATION IN SESSION

Four residents voiced their concern about Item 9b (i) which they said would have a severe impact on neighbours.

Item 5: THAMES VALLEY POLICE

There were no reports.

Item 6: DISTRICT AND COUNTY COUNCILLORS’ REPORTS

The council noted receipt of both SODC and OCC monthly reports.
 Cllr Heritage also told the council she had visited the Cornwell solar farm to familiarise herself with such a project.
 Cllr van Mierlo told the meeting that the issue of the land at the entrance to Manor Close was at a stalemate over the land gap protocol but that he hoped some way would be found to resolve the situation.

Item 7: NEIGHBOURHOOD PLAN

The council viewed and approved a payment for the printing of a leaflet to remind residents to vote in the referendum on 23rd November.

Chair:

Date:.....

Item 8: FINANCE

a) Councillors received and noted a budgetary control report for year to date from the RFO which showed balances as of 8th November 2023:

Treasurers Account: £970.30

Business Savings Account: £22,281.18

Hall Account: £7,451.18

And noted that the RFO had transferred £2,000 from LPC's savings to Treasurers account on 10th November.

b) The council noted payment of: (as agreed at LPC's October 2023 meeting)

i) MP Ryder	LPRG&H CCTV completion	£1,635.00	S.19 LG(MP)A 1976
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c) Approval was formally given for the payment of the following outstanding accounts:

i) Age UK	Donation	£100.00	S.137 LGA 1972	
ii) CLB	Village hall shrub clearing	£264.00	S.111 LGA 1972	Chair/ JP
iii) Rentokil	Glis glis removal	£981.60	S.111 LGA 1972	
iv) OALC	Training course	£66.00	S.111 LGA 1972	
v) Ray Hudson	Bus shelter repairs	£84.29	S.111 LGA 1972	
vi) Print Shop	NP leaflets	£40.00	S.111 LGA 1972	
vii) PetWasteSolutions	Dog bin emptying	£92.95	S.111 LGA 1972	
viii) BGG	Grasscutting	£577.68	S.19 PG(MP)A 1976	
ix) Emma Rogers/Mears	Lewknor flower tubs	£68.54	CIL	

d) The council formally noted the rise in the cost of dog bin emptying from 77.46 +VAT to £89.20 +VAT, noted that there had been no rise last year and instructed the RFO to formally notify the contractor that LPC would continue with their services.

e) The RFO presented a 2nd draft budget from 2024-25 (sent by email and on paper on 8th). The council discussed and formally approved it.

Clerk

Item 9: PLANNING

a) Cllr John Poole reported on a Planning training course he had attended. He said it had been a very useful course which had stressed the importance of parish councils providing local knowledge on the impact of any planning application. In reference to Lewknor's Neighbourhood Plan, if it was approved on 23rd November it would automatically be considered in relation to any planning application.

b) The council discussed the following new applications:

i) 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

The council formally agreed to object with the following submission:

Lewknor Parish Council objects to this planning application for the following reason:

The proposal removes a vital parking space within a small residential area which is already congested with cars. This provides limited parking spaces for other residents and no room for visitors to park.

The lack of parking forces more motorists to park on the adjacent highway which impacts residents in these areas and also creates restrictions for free movement of traffic on that highway. Residents have voiced deep concern, as by granting this application will have a substantial impact on all residents.

ii) P23/S3608/FUL Field Farm, Shirburn Road, near Lewknor

Proposed steel portal framed agricultural cattle housing building

The council formally agreed to support this application.

c) The council noted the status of the following applications:

Clerk

Clerk

Chair:

Date:.....

- i) P22/S2744/HH & P22/S2745/LB Poplar Farm, Box Tree Lane, Postcombe
Proposed single storey rear extension, and internal/fenestration alterations to the existing house. Decision awaited
- ii) P23/S2734/FUL Field Farm, Shirburn Road, Lewknor
Steel portal-framed agricultural cattle-housing building Approved
- iii) P23/S2073/FUL The Manor House, Weston Road, Lewknor
Water and air permeable weed barrier laid with Cotswold Shingle sprinkled over the top Decision awaited
- iv) P23/S2490/LDE The Storeground, Aston Hill, near Aston Rowant
Mixed use of site for residential use workshops and storage Decision awaited
- v) P23/S2362/HH 26, Watlington Road, Lewknor
Retrospective application for a pergola over existing decking Approved
- vi) P23/S3220/LDP Three Lands Cottage, Chalford Road, Postcombe
Replacement outbuilding Withdrawn

Item 10: HIGHWAYS AND TRANSPORT

- a) Community SpeedWatch. Councillors noted receipt of an email (17th Oct) setting out the process for creating a Speedwatch group; Cllr John Poole agreed to discuss with Postcombe residents and prepare to register a group aimed at monitoring speeding on the A40. JP
The Clerk told the meeting that OCC had written to say they would be able to cover the whole cost of the speeding signage project in Postcombe using their CIL funds.
- b) B4009 pavements. The council noted that OCC had dismissed the LPC's call for repairs to be carried out on the pathways between the bus stops. Cllr van Mierlo said he would continue to lobby OCC officers over the issue. It was agreed the Clerk would draw up an email to be sent jointly by LPC and Cllr van Mierlo to the bus companies asking for their financial help. Clerk
- c) Hill Road steps. Cllr van Mierlo said he was trying to find out which officer in OCC could help with (hopefully) renovating these steps; the Chair was continuing to try to get the tree officer to get overhanging trees cut back. SODC has recently swept the steps. Chair
- d) Cllr Hudson agreed to complete the survey for the Lane Rental consultation. RH
- e) Flytipping: The council noted the recent spate of flytipping in the parish including a large amount just under the M40 flyover. SODC was working to trace the offender.
- f) Cllr John Poole raise the issue of persistent parking on OCC grass verge by the Postcombe noticeboard which was destroying the grass and blocking the use of the public bench. JP

Item 11: CIL

As mentioned above, OCC had said it had enough CIL funds to cover the project to try to improve the speed signage in Postcombe.
The Chair told the meeting that the resident who had taken over the Lewknor village tubs had purchased some new winter plants; invoice to be paid next month. Clerk

Item 12: CCTV AT THE VILLAGE HALL

The council noted that the CCTV installation had been completed and that the chair of LPRG&H was being given training on using the system.

Item 13: LEWKNOR'S EMERGENCY PLAN

The council welcomed news that several residents had agreed to be formally signed up as First Aiders and listed on the plan. The revised plan was approved.

Chair:

Date:.....

Item 14: VILLAGE SHOP

The council discussed and approved the proposal for a bridal company to take over the village shop; the Clerk was instructed to contact SOHA to confirm LPC's approval and to remind SOHA to contact Community First Oxfordshire for their comment as mentioned in the contract and that the premises were not to be used as a domestic dwelling.

Clerk

Item 15: OCC GRASSCUTTING CONTRACT

The council formally approved the revised contract from OCC which was signed by the Chair.

Clerk

Item 16: TOWN & PARISH COUNCIL CHARTER

The Chair told the council of the meeting she had attended about the Charter and asked all councillors to complete the survey. It was agreed that the most important aim was to improve communication between parish, district and county councils.

All

Item 17: CLERK

The council approved the revised Contract of Employment which was signed by Cllr Boulton (Vice Chair and Staffing committee member) and the Clerk.

It was formally noted that, as approved at LPC's October meeting, the new salary and HMRC standing orders had been signed and actioned.

Item 18: CORRESPONDENCE RECEIVED

- a new bus service (no 127) started last week twice weekly through the parish from Watlington to Thame. The Clerk would write a notice about this for the next Grapevine.
- central government had blocked legislation to allow PC meetings to be held remotely.
- the council agreed to the annual donation to CAB, to be paid next month.
- the council noted the annual subscription to SLCC, to be paid next month.

Clerk

The meeting closed at 9.55pm

Chair:

Date:.....