

MINUTES of the Parish Council Meeting of North Leigh Parish Council held on Thursday 11th November 2021 at 7.30 pm outside of the Memorial Hall

Present: Chairman Greg Matthews (GM), Vice Chairman Julie Minch (JM), Councillors Andy Clements (AC), Kevin Swann (KS) and Jim Nicholson (JN), Councillor and District Councillor Harry St John (HSJ) and County Councillor Liam Walker (LW) (who arrived during agenda item 127/21)

Also present: Allison Leigh (Clerk) (AL)

124/21. Apologies for absence: Councillor Susie Cuisck (SC)

125/21. Declarations of interest: None

126/21. Minutes of the meeting held 14th October 2021: The minutes of the meeting of 14th October 2021 were approved and signed with one deletion on page 2.

127/21. Public Forum: A member of the public was in attendance to discuss an overhanging tree on their property. They would like the tree felled due to the amount overhanging and that they felt it should not have been planted that close to their house in the first place.

HSJ agreed to come and meet the residents to review the situation.

The council acknowledged these comments and asked that AL contact a tree surgeon to come out and have a look.

128/21. District and County Councillor Reports:

Oxfordshire County Council (OCC)

LW noted there is a consultation on the state of Witney High Street's pedestrian zone which ends on the 3rd December.

LW noted there is a consultation on 20s Plenty in Oxfordshire which ends 31/1/2021.

LW noted the OCC budget will be reviewed in February.

West Oxfordshire District Council (WODC)

HSJ reported the following:

- WODC has adopted an affordable housing document.

- WODC is looking to bring back a policy for Community Infrastructure Levy (CIL) payments.
- WODC will hold a review of land and how it should be managed in a climate friendly way. One of these areas is North Leigh Common and comments are due by the 10th December.
- There has been a sewage leak in the field north of Green Lane.
- There was a ceremony the morning of the 11th November dedicating trees on the Bellway site to those who lost their lives in World War I. Members of the Gough and Breakspear families were in attendance.
- HSJ will be meeting with Mr Webb about the strip of land fronting onto Park Road. The family does not wish to sell the land, but is happy to enter into a rental agreement with the usage of land acting as a village car park. It was noted that some work would need to be done on the area to facilitate this and perhaps the school and Memorial Hall would be able to contribute.

The council is happy to proceed with expressing interest. HSJ will provide AL with the e-mail address and AL will contact Green & Co.

129/21. Matters arising from the October meeting and not appearing elsewhere on the agenda: None.

130/21. Parish Councillor Vacancies: The council noted there remain 2 vacancies on the council. The council asked AL to ensure the vacancy is posted on the noticeboards and website. AL will also send the notice to SC and Helen Keen to put on social media.

131/21: Noticeboards: AL reported that she had been in touch with the clerk of Hailey PC who reported the council had recently purchased a noticeboard and may not be interested in a new one. AL noted she had attempted to find the noticeboard in Wilcote, but could not so does not know the size of the board in terms of posting notices.

AL will contact Margaret Dixon about using the church noticeboard.

It was noted that perhaps noticeboards by the new Bewley site and at the end of Park Road new Eynsham Hall would be useful. The council agreed it would be good to have noticeboards in other areas of the parish for communication purposes.

132/21: Neighbourhood Plan: HSJ reported that he and KS had a call with Astrid Harvey of WODC.

It was noted that the next step would be to have a formal resolution from the PC to enter into a NP. The council would also need to decide on its boundary.

The council would like to ensure there is enough participation prior to agreeing to enter into NP. HSJ and KS will e-mail the original 18 people who had expressed interest at the time of the village survey to see if they are still interested.

133/21: Bus shelter maintenance and grass cutting: The council discussed the quotes of bus shelter cleaning and resolved to proceed with Multi-Hands quarterly.

With regards to grass cutting, the council asked if AL will get formal quotes from David Green and the contact recommended through Freeland PC's contact.

134/21: Cuckamus Green car parking/erosion: AL reported she had sent a letter to a resident regarding documents showing permission to park on Cuckamus Green. AL noted that Land Registry are due to come back to her with an update in early 2022.

135/21. Communication:

- **Parish Council newsletter:** The council discussed the next edition of the newsletter. It was noted that the following content would be useful:
 - Children's Playground update
 - Oxfordshire County council
 - New website update
 - Neighbourhood Plan update

137/21. Website: The council reviewed the new website samples and chose a direction with a beige header and new windmill logo. They would also like to ensure that North Leigh is included in the logo.

AL will communicate this to the website designer and advise the council as to next steps.

138/21. Planning Applications:

<u>Planning number</u>	<u>Address</u>	<u>Proposal</u>	<u>NLPC Comments</u>
21/02800/FUL	The Bungalow Wilcote	Demolition of 2 bungalows and associated buildings and construction of a	North Leigh PC have previously objected to this application on the grounds that it would be overbearing to the landscape the Wychwood Project Area and the

		<p>replacement dwelling. The erection of a detached garage with ancillary accommodation above, the provision of a swimming pool with associated pool building and the erection of a greenhouse. Associated works and landscaping. (Amended plans).</p>	<p>surrounding area and thus contrary to Policies EH2 and EH13 of the Local Plan. Whilst recent revisions to the application i.e. lowering the height of house, goes some way in reducing the scale and massing of the dwelling, The repositioning of the house to face north rather than east remains unchanged and will still dominate the landscape.</p> <p>The PC's objection remains.</p> <p>The PC is also very concerned that the movement of construction equipment and vehicles delivering building materials on local roads and tracks leading to the site will cause damage to verges, ditches and hedges and will impact on local wildlife. Should approval be granted and without prejudice, North Leigh PC would require a condition limiting the dimensions and weight of such equipment and vehicles and requiring the applicant to repair all damage so caused.</p>
21/03503/FUL	26 Park Road North Leigh Witney	Demolition of existing bungalow and erection of a dwelling with detached garage	<p>North Leigh PC have no objection to the application in principle, should approval be granted however the PC requires the following condition:</p> <p>"Demolition and construction equipment and delivery vehicles shall be used and parked only on the site to avoid obstruction of and damage to that section of Park Road".</p>

- **S106 monies:** AL reported she has sent in the S106 form to WODC and will advise the council once she has a reply.

139/21: Asset Register/Risk Assessment: The council reviewed the Asset Register and enquired as to the ownership of the bus shelters per LW. AL will check with Geoff Barrell of OCC.

AL will put the Asset Register and Risk Assessment on the December agenda with a view to adopt.

140/21. Open Spaces Report

- **Playgrounds:**

- HSJ reported that Matthew Green is the agent for the family who own the land he is thinking of for a new all-age playground. He noted this will be a matter of discussing with Rectory Homes, the family and the Parish Council. HSH will investigate further and come back to the council with an update.

- JM presented a design from Proludic. Proludic have said they will be able to carry out the work using access from Park Road and will not require any access or storage via the school. JM noted she is in discussions with Thames Water with regards to the building in the play area. The hope is that if agreed, installation could take place in early 2022.

It was noted that once agreed in principle, Proludic can do a site visit.

AL will send the plan to OCC once the lease is finalized.

- There were no reports on the Children's Playground and Adventure Playground.

- Children's Playground Lease: AL reported there are some monies owed in arrears for the playground. The council is happy to proceed with the amount of payment due so as to move forward. AL will check the old lease and if there are any errors in calculations, AL will inform OCC.

- **Cuckamus Green report:** The council asked if AL could ask if Steve Legg might be willing to stain the new bus shelter the same colour as the older one.

- **Allotment land/parking lease:** See agenda item 128/21.

- The council discussed BGG and Windmill Heights. AL suggested that perhaps as there is no formal contract with BGG that they might like to have us proceed with a different contractor if the maintenance is too difficult for them.

AL will follow up with BGG regarding the meadow area of the church.

141/21. Cemetery/Churchyard

- **Activity:** There were no new burials since the last meeting.
- **Mapping software:** AL reported she has had a call with Epitaph and is going to work to see if their software continues to work for the council's needs. If not, the council is happy for AL to present a quote from Scribe.
- It was noted that the council had an e-mail about the state of the Garden of Remembrance. The correspondence noted that the layout is uneven and AL e-mailed back to say it had been in the past, but the graves going forward will be uniform. The correspondence also noted that there is overhanging vegetation causing leaves to fall on the graves. AL and AC will have a look and make a recommendation.

142/21. Traffic/ Highway matters/Speedwatch:

- A4095 and Common Road Junction: The council discussed the accident that took place at the junction of A4095 and Common Road. The cause was not related to light, but the council had correspondence to say there is not light at the junction and that it is dangerous. LW will have a look at the lighting issue and explore a street light there.
- Traffic calming: The council discussed a mobile sign and the posts that would be needed. There was no resolution on this.

143/21. Community emergency/resilience planning: The council discussed **and** asked that AL ensure the information on its emergency form for OCC is up to date.

144/21. Finance Report:

Payments made since the October meeting

<u>Payee</u>	<u>Item</u>	<u>Cheque/online payment</u>	<u>Amount</u>	<u>Date</u>
Staff Costs	Staff Costs	Online payment	484.32	30/11/2021
Allison Leigh	Expenses	Online payment	36.00	11/11/2021
Witney Signs	Replacement phone number on signage at Children's Playground	Online payment	54.00	11/11/2021
Geosphere	Parish Online subscription	Online payment	120.00	11/11/2021
WODC	Adventure Playground	Online payment	145.76	11/11/2021

	Cleaning 1/10 - 31/10/21			
Andrew Baker	Final payment on timber bus shelter at Cuckamus Green	Online payment	2872.80	11/11/2021
Andy Clements	Royal Mail - posting of newsletters	Online payment	240.60	11/11/2021
Grundon	Cemetery bin emptying	Online payment	52.57	11/11/2021

- To review an initial 22/23 budget: The council reviewed the initial budget, but will review in detail at the December meeting with a view to adopt a budget and precept based on the budget.

145/21. Correspondence: The council reviewed the correspondence list. The council is happy for the litter survey to be sent in provided all of the boxes are ticked.

A correspondence was received asking about Bellway's LEAP. HSJ reported that Bellway has ordered the LEAP equipment. It will be on site where the sales office is, so will be installed at some point in the new year.

The council support the climate bill and agreed for AL to write to the MP in support of it.

146/21. Matters for report: None

147/21. Date and time of next meeting: The date of the next meeting has been changed to Thursday, 16th November at 7:30pm in North Leigh Memorial Hall.

The meeting closed at 10:03pm.