

**MINUTES of the Parish Council Meeting of North Leigh Parish Council held on Thursday 16<sup>th</sup> December 2021 at 6:00 pm in the Youth Centre of the Memorial Hall**

**Present:** Chairman Greg Matthews (GM), Vice Chairman Julie Minch (JM), Councillors Andy Clements (AC), Kevin Swann (KS), Susie Cusick (SC) and Jim Nicholson (JN), Councillor and District Councillor Harry St John (HSJ)

Also present: Allison Leigh (Clerk) (AL)

**148/21. Apologies for absence:** None

**149/21. Declarations of interest:** HSJ declared an interest in agenda item 153/21: Volunteer Link-up Donation.

**150/21. Minutes of the meeting held 11<sup>th</sup> November 2021:** The minutes of the meeting held 11<sup>th</sup> November 2021 were agreed and signed.

**151/21. Public Forum:** No members of the public were in attendance.

**152/21. Matters arising from the November meeting and not appearing elsewhere on the agenda:**

- AL reported that SC will be meeting with Summit Trees on Saturday the 18<sup>th</sup> December to review the overhanging tree in Windmill Heights
- AL reported she had 2 expressions of interest in the Parish Councillor vacancies, but has not heard from them since asking for a write up as to their expression of interest.
- AL reported she has had confirmation from Oxfordshire County Council (OCC) that the Parish Council own the new bus shelters.
- AL reported she is working on quotes for the staining of the new timber bus shelter on Common Road.

## 153/21. Finance Report:

<b><i>Payments to be authorised</i></b>						
<b>Payee</b>	<b>Item</b>	<b>Cheque number</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>	<b>Date</b>
Staff Costs	Staff Costs	online payment	568.87	0.00	568.87	31/12/2021
Allison Leigh	Expenses - Mileage, home allowance	online payment	81.00	0.00	81.00	16/12/2021
Harry St John	Reimbursement for poppy wreath	online payment	20.00	0.00	20.00	16/12/2021
WODC	Adventure playground cleaning	online payment	121.47	24.29	145.76	16/12/2021
Grundon	Cemetery bin emptying	online payment	60.67	12.13	72.80	16/12/2021
Peter Smith and Son	Reimbursement for fees double paid for Barnett	online payment	500.00	0.00	500.00	16/12/2021
Nigel Green	Mowing of children's play area and seat by Church road - August 10th and 30th, September, October 12 and 26, Novemer 14 and 30	online payment	353.00	0.00	353.00	16/12/2021
					1741.43	

### Bank Reconciliation as of 30/11/2021

Cash in Hand 1/4/21	78705.78
Add total receipts as of 30/11/2021	33838.20
Subtract Total payments as of 30/11/2021	24848.92
<b>Cash in Hand 30/11/2021</b>	<b>87695.06</b>
*****	*****
<b>Unity Bank Balance 30/11/2021</b>	<b>87695.06</b>
Receipts outstanding	0
<b>Total</b>	<b>0.00</b>
<b>Plus unrepresented receipts</b>	<b>0.00</b>
<b>Adjusted Bank Balance</b>	<b>87695.06</b>

**22/23 budget and precept:** The council reviewed the budget and requested that it have a column showing total spend, another showing how much will be used in reserves as well as one showing what the total spend minus the reserve will be in order to determine an accurate precept.

AL noted that WODC cannot extend the date to submit a precept, but that the council can submit a draft precept and submit a final after the next meeting. Based on this and budget review, the council agreed on a draft precept of £50,000. The council will decide the final precept at the January meeting.

- **Donation requests:**
  - Volunteer Link-up: The council resolved to donate £200 to Volunteer Link-up.
  - Clean Slate: The council resolved to donate £100 to Clean Slate.
  - Witney Baby Bank: The council resolved to donate £100 to Witney Baby Bank.
  - Ambulance service: The council resolved to donate £200 to the first responders who held the defibrillator training/CPR courses.
- **External Auditor report 2020/2021:** The council acknowledged receipt of and accepted the External Auditor report for 2020/2021.

**154/21. Communication:**

- **Parish Council newsletter:**
  - Articles of content: KS noted the following content might be useful and will create a draft:
    - Year in review
    - Neighbourhood Plan
    - Photo competition for photos for the website
    - Write up from Liam Walker
  - Due date of content to Kevin Swann: The council resolved to have a delivery date of the 17<sup>th</sup> January. AL will check that the printer can print these during the 1<sup>st</sup> week in January.

**155/21: Review and adoption of Code of Conduct:** The council resolved to adopt the Code of Conduct.

**155/21. Planning Applications:**

<u>Planning number</u>	<u>Address</u>	<u>Proposal</u>	<u>NLPC Comments</u>
21/03620/S73	Eynsham Hall North Leigh	Variation of condition 25 of planning permission 20/01756/FUL to allow amendments to the drainage strategy	North Leigh Parish Council has no comments on this planning application.
20/01756/FUL	Eynsham Hall North Leigh	Demolition of modern buildings and extensions, alterations and extensions to existing buildings and erection of new purpose-built buildings to provide hotel	North Leigh Parish Council has no comments on this planning application.

		accommodation and guest facilities. Provision of new exit road, car parking, infrastructure, landscaping (to include retention, creation and enhancement of Priority Habitats) and other ancillary works (Amended plans)	
21/03720/FUL	44 Common Road North Leigh	Demolition of existing residential property. The erection of 10 detached and semi detached two storey dwellings and construction of a new access onto Common Road, with associated garaging and parking, landscaping and all enabling works	North Leigh PC object to this application. See Attachment 1.

**156/21: Asset Register/Risk Assessment:** The council resolved to adopt the Asset Register, but would like to put all of the bus shelters as one item which AL will do.

The council resolved to adopt the Risk Assessment with a change to 4d to ready "payment to the wrong party" instead of cheques to accommodate online and card payments.

**157/21: Children's Playground refurbishment:** The council resolved to sign an agreement with Proludic for the refurbishment of the Children's Playground. The council asked AL to contact OCC making them aware of the refurbishment.

The council discussed the lease start date. While the council can understand paying arrears, the council would like the start date of the lease to be the date it is signed. Pellmans is working with OCC on this.

**158/21. District and County Councillor Reports:** There was no report from OCC.

### **West Oxfordshire District Council**

HSJ submitted the following report:

*WODC is (like OCC) consulting on its proposed draft budget - basically we will be looking for an increase of c £5 pa on a band D dwelling and aiming at another balanced budget. Inevitably between now and Feb/March the picture should be clearer as to what funding will be forthcoming from Whitehall so figures may change. Inflation is hitting costs especially fuel on waste collection vehicles.*

*TW mended the water main burst at top of Church Road but haven't repaired the road surface damaged by the torrent of water that ran down Church Road for c 3 days - am chasing them.*

*I attended a ceremony on Nov 11th involving memorial plaques for the Gough and Breakspear family members who died in WW1. More plaques will follow by end of the winter when remaining trees are planted.*

*I have done some stewarding at the Witney WODC shop pop up vaxx centre over last fortnight and will be doing another stint at the Windrush HC this Sunday.*

HSJ also reported that he has not yet met with those previously expressing interest in a Neighbourhood Plan, but intends to.

**159/21. Correspondence:** The council reviewed the list of correspondence since the last meeting.

**160/21. Matters for report:** GM noted that the next meeting may be via Zoom depending on Covid. AL reported that councils can't legally meet via Zoom as of the date of the December meeting. The council discussed a delegation of power and resolved to proceed with the following:

*In response to the continuing Covid-19 outbreak and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority after discussion with the Chair, to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the Council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.*

If virtual meetings have not been agreed as lawful by the government by the January meeting, the council will meet in person in January to resolve the final budget figure.

**161/21. Date and time of next meeting:** The date of the next meeting will remain Thursday, 13<sup>th</sup> January 2022.

The meeting closed at 7:40pm.

## Attachment 1

North Leigh PC object to this application.

The applicant argues that objections raised against previously refused application 21/02900/FUL have been fully met. This is not the case.

Housing developments totalling 175 units have been or are being erected in North Leigh village, thus satisfying the need for housing in this medium sized village. The proposal is for a further 10 units and will further impact on village facilities and harm the character of the area. This is contrary to Policy OS2 of the Local Plan. 2031.

The proposed density of units at 20 per hectare may be appropriate for urban developments, but is inappropriate for and harmful to the character of the village. This is contrary to Policy OS4 of the Local Plan.

Whilst the new proposal now includes 2 affordable units, the mix of units consists eight 3-bed units and two 4-bed units and does not include any 2-bed units. This is contrary to Policy H4 of the Local Plan.

During 2021 numerous problems with foul water and sewage leakages have occurred on Common Road close to the proposed site resulting in emergency call-out of Thames Water repair crews. The applicant has not consulted Thames Water and has not drawn up an appropriate foul water drainage plan. This is contrary OS4 of the Local Plan.

Should the application be approved and without prejudice to our objections, the Parish Council require the following conditions to be attached;

- a) demolition and construction equipment and vehicles shall be used and parked only on the site to avoid damage to and obstruction of that part of Common Road
- b) all vehicles leaving the site to be subject to fully automated wheel washing facilities to prevent mud and construction debris being carried on to Common Road.

Also, without prejudice to our objections and pending the introduction of the Community Infrastructure Levy (CIL), the Parish Council require the following compensation in mitigation of the social impact of the development on the village;

- a) the A4095/Common Road junction verges to be landscaped in consultation with the Parish Council and maintained by the applicant for a period of 25 years.
- b) a financial contribution be made to a new cycle track between Common Road and Park Road junctions of the A4095
- c) an appropriate traffic calming scheme be installed on Common Road.