MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 14h September 2017 at 7.30 pm.

Present: S. Cusick (Vice Chair/Acting as Chair) (SC), I. Hogg (IH), J. Nicholson (JN), P. Lawrence (PL), C. Frost (CF), D. Fettes (DF), A. Clements (AC)

In attendance: Allison Leigh (Clerk) (AL), Liam Walker (County Councillor) (LW), Victoria Southern and Julian Lee (Bellway), members of the public

73/17. Apologies for absence: G. Matthews (GM), H. St John (HSJ)

74/17. Declarations of interest: None

75/17. Minutes of meeting held on 13th July 2017
Minutes were approved and signed.

76/17. Public Forum

- **Bellway Homes:** Victoria Southern and Julian Lee of Bellway Homes were in attendance. They presented their updated plans, which reflect amendments made based on meetings they've held with Phil Shaw of WODC. Among their plans mentioned were the moving of a public open space per the request of WODC and the replacement of a pond with a crate system. They also indicated they will work to keep their building works to a minimum.

  JN advised the meeting held last week was not a formal public meeting, but rather an information discussion between himself and a member of the public where other members of the public attended.

  The council had questions to which answers were given, which are as follows:

  Question 1. Safety of pathways and roads leading from the housing developments on New Yatt Road up to the school and other areas of the village.

  Answer: As per the S106 agreement and Outline Planning Permission (to the land north of NYR) Bellway are required to build a new footpath linking the developments along New Yatt Road with the rest of the village. During the technical reviews and S278 approval, road safety audits will be undertaken to assess the safety of the designs.

  Question 1a: The width of a section of the road leading to the apartments is only 4 metres wide and is 70 metres from the entrance to the apartments- how is the refuse truck able to collect rubbish/recycling

  Answer: The width of the road is 4.2m (4200mm) as per WODC guidelines. As part of the planning application we have also provided a Vehicle Tracking path, which proves that a refuse vehicle can successfully navigate the Road. With regards to the distance from the Refuse Vehicle to the apartments, a Bin Collection point will be installed to reduce the distance to 25m from the vehicle.

It will be the occupier/Management company responsibility to ensure the bins are in the collection point prior to refuse collection.

Question 1b: The parking bays for the apartments – not enough considering that some of the apartments are 2 bedrooms -- especially when some of the 4 bedrooms houses have 6-8 spaces on their drives.

Answer: The parking allocation for the apartments has been worked out at 1 parking space per 1-bedroom unit and 1.5 parking spaces per two-bedroom unit giving a total of 16 parking spaces. The current plan needs amending to reflect this as it is two spaces short.

Question 2. The situation of the apartments which are proposed to be built at the top of the NYR which will be more visible than if they were nearer the lower end of NYR.

Answer: As the proposed elevation shows, the apartments will not be visible from NYR in their current position as they are tucked behind existing and proposed buildings. The ground to ridge height of this 2.5 storey building is 9m which is similar to other house types on the site.

Question 3: The appearance of the properties is not keeping with rural housing – the village consists mainly of Cotswold stone or similar reconstructed stone NOT RED BRICKWORK.

Answer: When choosing a material palette for our sites we undertake a review of the materials used within the local area. This highlighted that North Leigh is predominantly constructed of Stone (natural and reconstituted) and Buff bricks (light Buff and dark Buff) as the main construction material. We did also note that render, timber cladding, tile hanging and red brick has been used in some instances.

As such our materials palette reflects this through the use of reconstituted stone, buff brick, render and red brick. In total, there are 64 buildings on site, this can be broken down into the following: -16 Reconstituted stone buildings - 28 Buff brick buildings - 14 Render buildings
- 6 Red brick buildings – two of which are partially rendered.
The red brick we have chosen is a smoked dark red multi brick and is similar to those properties in Park Close and Park Road.

All of the house types on site have been re-elevated to incorporate aspects of the local vernacular. Windows, header details, lintels, cills, front doors, gable depths and chimneys have been reviewed on each type.

Question 4: a) Shared Ownership – which housing association will deal with this? b) Affordable Housing – who are the landlords – is it partnership agreement with WODC?

Answer: We are in discussions with an affordable housing provider, once we have a formal acceptance and contract we will be able to provide further

information. We intend to use the same provider for both the Shared Ownership and Affordable Housing.

Question 5. Landscaping – what monies will be allocated for maintenance and for how long?

Answer: The maintenance of the public open space on site will be undertaken by a management company, the money for this maintenance will be charged to the future occupiers on a monthly basis.

Members of the public were concerned that they were only allowed to speak for 10 minutes. The council reminded the public that the Parish Council meeting is not a public forum, but rather a meeting where the public can listen, but had been given 10 minutes for speaking at this meeting.

Members of the public are concerned about several items such as:

- Red brick not being in keeping with the village
- Social housing not dispersed throughout the development
- Why can't flats be positioned lower down for sightline purposes
- Concerned with where the new green space has been placed

JN advised that the council is objecting to this latest revision, but that it should be noted that approval had been given for the land to be developed.

Members of the public requested that Bellway come back for a public forum where Phil Shaw and HSJ would be present.

Members of the public raised the concern of the safety of the children's playground equipment as well as indicated they feel it is outdated compared to other villages.

IH indicated it had been inspected this summer.

The public mentioned there aren't many things for babies in the playground other than the baby swings which are very heavy to push.

IH indicated the possibility of increasing the precept for this.

A member of the public raised the issue of the footpath along Windmill road being an issue with nettles.

A member of the public raised the issue of potholes. LW will add this to his list to take a look at.

77/17. District and County Councillors Report:

The 233 Bus Service now runs half hourly between Burford to Woodstock. This was made possible by Section 106 money secured by OCC from development sites along the route. This is a popular bus service which also serves as a good link to Hanborough Station.

LW is working with Virgin Media as to the state of the works in the village. The state of repair has been problematic. In the next phase Virgin Media will do 100 feet at a time.

LW reported the potholes in Bridewell Close are on the schedule.

CF indicated the school bus is struggling as people are parking on the road.

CF reported the drains had been done, but reported there is broken pipe work so the problem may arise again. This would be an issue for Thames Water.

Parking was raised as a problem. It was reported that the PCOSs can't ticket vehicles - only traffic wardens can. LW is to ask the Chief Constable about this.

H. St John sent his apologies along with the WODC for September. See Attachment 1.

78/17. Thames Valley Police Report: It was reported that a NAG meeting had taken place in May.

79/17. Neighbourhood Plan:

The council resolved to defer this agenda item to next month's agenda.

80/17. Training Courses:

The following courses were approved DF and seconded by IH:

Course	**Attendees**
Roles & Responsibilities	SC, AC
Meetings and Minutes	SC
Local Councils and Charities	JN
VAT	AL
Planning	SC, JN, CF, AL

81/17: Virgin Media

- **Update:** See item 77/17 for LW's update. CF reported that Cuckamus Green looks good.
- **Payment resolution:** AL has sent payment details to McNicholas and will check bank statement to ensure payment has arrived.

82/17: Library Funding

The council discussed the funding for the library and resolved to fund it for April 2018 – April 2019. The cost will be £4,923.00

83/17: Grants/Donations

AL reported she had received a request for donation from Victims of Abuse. AL to research broadly how they are helping in North Leigh.

The council discussed the possibility of a donations policy. This is to be on the next agenda

84/17. Planning Applications: The council agreed to the following responses on the following Planning Applications.

Number	**Name**	**Date received**	**Date due**	**Response**
17/01845/RES	Bellway: Land North of New Yatt Road North Leigh	29/6/17	Goes to committee 11/9/17	
17/00275/HHD	Arden 5 New Yatt Road North Leigh (Erection of replacement garage)	13/7/17	3/8/17	No objections (responded 18/8/17, which WODC approved was ok)
17/00261/S73	Land North West of Nursery Road North Leigh Business Park	26/7/17	16/8/17	No objections (responded 10/8/17)
17/02508/S73	Farm Buildings Wilcote Manor Farm Wilcote	4/8/17	25/8/17	Responded no objections 18/8/17
17/02580/HHD	30 Bridewell Close (Single storey extension)	10/8/17	31/8/17	Responded no objections 18/8/17
17/02463/RES	Bellway – 76 homes	29/8/17	19/9/17	Council resolved to object to this application. JN to email AL

				the response to be sent to WODC.

The council discussed items to ask for in the Section 106 monies with regards to planning application 17/02463/RES such as bus shelters an upgrade of the playground and a zebra crossing in between the school and the library. JN to look into submitting to WODC

85/17. Open Spaces Report

- **Adventure Playground lease:** AL to get current lease and send to the council for review of a solicitor.
- **School Playground lease:** IH to e-mail Mavis Morgan with responses to her e-mail of the 21st July 2017.
- **Playground inspection/reports**
- **Grass cutting:** It was discussed that a map of the village delineating who is responsible for which cuts would be helpful. AL to look into a Parish Online membership as there is mapping available on the site. The timings of the grass cutting at the church were discussed. It was reported that HSJ had indicated one part of the church grass doesn't get cut when there are wildflowers.

  Grass cutting to be on next agenda.
  .

86/17. Finance

- **Finance Report**

Payments since last meeting

Payee	**Item**	**Cheque number**	**Amount**	**Date**
Playsafety Limited	RoSPA inspection	102642	£163.80	14/9/17
WODC	Fortnightly cleaning of Adventure Playground	102643	£132.07	14/9/17
Allison Leigh	Clerk Salary	102644	£440.56	30/9/17
OALC	Roles and Responsibilities course – Andy Clements and Susie Cusick	102645	£156.00	14/9/17

OALC	Local Councils and Charities Course – Jim Nicholson	102646	£42.00	14/9/17
OALC	Planning – Susie Cusick, Jim Nicholson and Carol Frost	102647	£126.00	14/9/17
VOID		102648		
OALC	Meetings and Minutes Course – Susie Cusick	102649	£42	14/9/17
WODC	Fortnightly cleaning of Adventure Playground	102650	£132.07	14/9/17
WODC	Cuckamus Green, Windmill Heights grass, St Mary's Churchyard, Cemetery	102651	£420.16	14/9/17
Allison Leigh	Mileage and expenses	102652	£116.12	14/9/17
MV Firmin	Grass cutting – Adventure Playground	102653	£468.00	14/9/17

Receipts since last meeting

21/7/17	HMRC – VAT refund	£1,738.45
27/7/17	Plot reservation – Mike Robey	£950.00
27/7/17	Stella Sullivan – 2nd inscription	£40.00
8/8/17	Fess for Baldwin interment of ashes	£75.00
8/8/17	Fees for Hannah Wilson	£400.00

Account Balances as of 31/08/17

Community Account
GB50MIDL40470760614815 £ 10,773.25

Business Money Manager
GB34MIDL40470771294318 £ 42,476.52

- **Clerk Home Allowance:** The Council resolved to pay the clerk a monthly home allowance of £18 per HMRC's rules for councils.

AL reported she had received and e-mailed the audit report from BDO to the council. AL will post the Notice of Conclusion in the Hall.

87/17. Cemetery/ Churchyard:

- **Activity:** AL presented the activity report for the Cemetery:

Element	**Date**	**Notes**
Hannah Wilson Burial – double depth plot	24/7/17 – date of burial	
Barbara Baldwin – burial of ashes	2/8/17	
Request for 2nd inscription on grave of Barbara Baldwin	18/8/17	Working on transfer of rights
Request for inscription on grave of Michael Cleary	18/8/17	Approved

- **Car park – car parking and damage at Turner Hall**

  AL reported that Margaret Dixon would like to discuss the car park situation with HSJ further to determine next steps as cars/construction vehicles are parking there for non-church/cemetery use.

  CF reported that there is some damage to the car park and there is water collecting around it. AL to contact Margaret Dixon as to who is responsible for the car park.

- **Bench donation/memorials:** AL reported that Margaret Dixon had indicated the Baldwin family have a bench they would like to donate. The council discussed if items should be donated or if they should only be donated as a memorial. The council felt the bench is a good idea, but SC to look at the bench to establish its condition for placement in the Cemetery.

88/17. Traffic/Highways Matters/Speedwatch

P. Lawrence to continue to try and set up a Speedwatch time.

89/17. Correspondence: None.

90/17. Matters for report: To raise matters for discussion without decision or items for next meeting:

There have been complaints regarding the parking situation on Park Road and

Windmill road.

AL to put a notice in the NLN for people to be aware in the bends in the road.

CF gave her apologies for the next meeting.

Date and time of next meeting: Thursday 12th October 2017at 7.30 pm.

The meeting closed at 10:15pm.

Chairman …….

Date ……

ATTACHMENT 1

CONGRATULATIONS AND SUPPORT FOR YOUNGSTERS AFTER EXAMS

Congratulations to all students who achieved their objectives after receiving GCSE, AS and A-Level exam results last month. For those who got their desired grades, and those who would like support, OCC is giving advice for 16 to 19-year-olds about staying in learning, finding a job or starting an apprenticeship. Throughout the results period and beyond, staff will be available via the web chat service on the Oxme website to talk to young people and parents about the wide range of learning and employment opportunities available in Oxfordshire, and to help with applications. Information can be accessed via a dedicated page on the Oxme website www.oxme.info/resultsday

233 BUS WOODSTOCK TO WITNEY AND BURFORD

There is good news for the 233 bus service as from 4 September, the frequency will be increasing to half hourly; this is with the assistance of S106 funding.

Stagecoach have done their best to optimise rail connections at Hanborough Station although it is quite difficult to match a half hourly bus service with a train service which is not quite hourly, Nevertheless it will be a great improvement on the present arrangement.

This is something I have lobbied Stagecoach MD, Martin Sutton, for some years and it is good to see it becoming a reality.

Above picture is with Woodstock Town Cllrs Frank Collingwood and Brain Yoxall along with Martin Sutton

BUS TURNING CIRCLE

The improved bus services to Oxford Parkway and the City have been appreciated by many residents however for the residents of Vermont Drive the turning of buses has greatly impacted on their quality of life. A turning circle at the Wootton junction was identified as a solution and funding was found to deliver the scheme which

should be finished soon. There is still further work to be carried out regarding buses but this will be a major step forward.

KEY PROJECTS AROUND GROWTH AND INFRASTRUCTURE REACH CRITICAL POINTS

Key projects informing how Oxfordshire grows and develops in the coming years will reach critical points in September. They are:
The Oxfordshire Infrastructure Strategy - led by Oxfordshire County Council (OCC) on behalf of the Oxfordshire Growth Board, the strategy will be considered for board approval on 26 September by Oxfordshire's six councils, who collectively deliver projects from the government's City and Growth Deals. Public consultation on the strategy's prioritisation framework concludes on 3 September.

Housing Infrastructure Fund - bids totalling up to £500m will be made by OCC, with the support of the Growth Board, to the government's HIF by 28 September. Oxfordshire Growth Board will decide on the business case for a spatial plan for Oxfordshire.
Place Based Proposal – negotiations are underway with government to agree a package for Oxfordshire that will help unlock housing and increase productivity through a number of freedoms and flexibilities. The initial proposal is due to be with DCLG by 6 September and an MP briefing session will be arranged to provide an overview of the proposal.
The National Infrastructure Commission establishes governance in the region around major infrastructure projects and connectivity through the `first and last mile` principle.

CHANGES TO DAYTIME SUPPORT

As demand for social care grows, OCC needs to make sure there is a secure core service in place for the future. To achieve this OCC is introducing a new daytime service. This follows a review of adult daytime support and a public consultation. From 1 October OCC's Health and Wellbeing and Learning Disability Daytime Support Services will be replaced by a new Community Support Service. This will be delivered from eight centres: Abingdon, Banbury, Bicester, Didcot, Oxford, Wallingford, Wantage and Witney. Everyone with eligible care needs for daytime support is guaranteed to receive a service and can choose to receive this from OCC. Most day services in Oxfordshire are provided by community groups - three-quarters of these receive no council funding and continue to flourish. The vast majority of the 47 voluntary sector day services that have received funding from OCC have been awarded transitional grants. Further grants will be available in the future. Many people who use daytime services have multiple needs and the Community Support Service buildings will be used by all service user groups with staff providing personalised support to meet individual needs. By introducing these

changes OCC is making sure that the services are in place for the people that need them most. Further information is available at https://www.oxfordshire.gov.uk/cms/news/2017/mar/changes-daytime-support

HOUSEHOLD WASTE RECYCLING CENTRE UPDATE

As detailed in the July Parish Report, OCC has signed a new Household Waste Recycling Centre (HWRC) contract that secures all seven sites in the medium term, with no change to the sites opening hours or days. Banners and leaflets are now on site at all seven HWRCs, informing local residents that there will be a change in non-household waste charges from the 1st October. The existing DIY 1,2,3 for free scheme is being replaced by a small fixed fee per item of £1.50 for non-household waste. Tyres and plasterboard will also be charged for at an affordable rate. OCC is not obliged to provide residents with a disposal site for non-household waste. However, in the HWRC public consultation carried out in summer 2016, 91% of responses indicated that residents would prefer to pay to deposit non-household waste as a way of saving money and protecting other council services. Soil, rubble, hard-core, plasterboard (gypsum) other DIY type items are classified as construction waste, not household waste, and are expensive for OCC to dispose of. OCC recognises that many householders carry out small DIY projects from time to time, and by applying a small charge this allows HWRCs to continue accepting these discretionary types of non-household waste. Non-household or DIY items, as a general rule are materials created from the construction, demolition, alteration or repair of a home or garden. Residents can still dispose of all their household waste free of charge at any of the county's HWRCs. Also new in October 2017 will be a bin for recycling hard plastics. After a successful trial at Dix and Alkerton HWRCs, items such as plastic garden furniture and children's toys will be collected and recycled from all sites. PCs may want to remind residents that all HWRCs are open until 8pm on Thursdays until 1 October 2017. More information about the changes is available online at www.oxfordshire.gov.uk/chargeablewaste and http://news.oxfordshire.gov.uk/new-household-waste-recycling-centre-contract-for-oxfordshire-announced/

OXFORD TRANSPORT STRATEGY: DEMAND MANAGEMENT OPTIONS CONTINUE

As part of the Oxford Transport Strategy (OTS), work continues around the potential introduction of demand management measures, including consideration of a workplace parking levy, congestion charging and access restrictions in Oxford. The strategy also includes ambitious proposals for rapid transit, mass cycling and a much stronger emphasis on place and better air quality across the city. September sees the next stage of a programme of work including research with businesses in Oxford and residents across the county, using focus groups and individual interviews, to gather attitudes and views on transport, congestion, and demand management options. Sample representatives from major employers, small and medium enterprises and sole traders will be contacted to better understand their

expectations, needs and priorities for transport improvements. Workplace parking surveys will also be carried out to understand the availability and occupancy of car parking in the city. Over 1,500 employers will be contacted in writing to request permission to carry out a survey on their land. Wider consultation on demand management options will be vital to help shape proposals and this is expected to take place between next February and April.

NIC CYCLING ADVISER VISITS OXFORD

The Sunday Times journalist Andrew Gilligan was in Oxford on 7 and 8 August in his newly appointed role of cycling adviser to the National Infrastructure Commission (NIC). Mr Gilligan has been asked to write a report, by 11 September, on cycling across Oxford, Milton Keynes, Cambridge and the Growth Corridor and how to make it "world class".

The former London Cycling Commissioner was appointed to the role in July by NIC Chairman, Lord Andrew Adonis. During his visit, co-ordinated by OCC and involving Oxford City Council, the University of Oxford, local cycling charity Cyclox, the Oxfordshire Cycling Network and OxLEP, Mr Gilligan was able to gather information and views on current and future provision for cyclists in the city. He had meetings with the me as the Leader; the Cabinet Member for Environment, Councillor Yvonne Constance, and Bev Hindle, Strategic Director for Communities, along with several of his directorate colleagues. Discussions covered the Local Transport Plan, recent infrastructure achievements, plans for the future including provision for cycle commuters (who account for 19% of all commuter journeys in the city), how to get more people into cycling and cycling's health benefits.

Above picture is with Andrew Gilligan and Oxford City Leader Cllr Bob Price

Cllr Ian Hudspeth
07956270 318
Ian.hudspeth@oxfordshire.gov.uk