

**MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 10<sup>th</sup> October 2019 at 7.30 pm.**

**Present:** G. Matthews (Chairman), S. Cusick (Vice Chair), Councillors I. Hogg (IH), C. Frost (CF), J. Minch (JM), J. Nicholson (JN), District Councillor H. St John (HSJ) and County Councillor Liam Walker (LW)

**In attendance :** Allison Leigh (Clerk) (AL)

**104/19. Apologies for absence:** Andy Clements (AC) and D. Fettes (DF)

**105/19. Declarations of interest:** None

**106/19. Minutes of meeting held 12<sup>th</sup> September 2019:** The minutes were approved and signed with a change from LW.

**107/19. Public Forum:** Representatives from Bewley Homes and Lichfields were in attendance to speak about the planning application for the land North and West and East of Belclose Cottage. There were also several members of the public in attendance.

Bewley and Lichfields noted that the plan was put into West Oxfordshire District Council (WODC) the week of the 30<sup>th</sup> September and is a Reserved Matters application which means they are submitting detail to the approved outline. It was noted the application had not been registered as of the date of the meeting.

With regards to a timeframe, they noted that they would hope to have consent in January/February 2020 and begin building around Easter 2020. Archeology surveys are currently taking place.

They noted the plan calls for 50 units on the site which will be a mixture of 1,2- and 3-bedroom homes. They will be 2-storey homes. They noted that 40% will be affordable housing. It was noted that there will be some rented units and some with shared ownership. They noted the prices for the affordable housing will be dictated by housing association.

It was noted that for the residents' homes butting against the development, there will be distance between them and the new homes, although the view will change.

There will be footpath access from Windmill Road. They noted that OCC is looking at cycle links. There will be possible access to the existing playground and there will also be a new public play area. They noted they wish for the development to feel part of the community.

They noted there will be an open space near Windmill Road.

They noted there is no protected ecology at the site. They are looking at bird and bat boxes as well as roof tiles to encourage swifts and possibly hedgehog domes. A resident noted that there are barn owls in the village and Bewley and Lichfields will look into one of the bird boxes possibly becoming an owl box.

LW noted that he will look to possibly extend the 40mph zone due to the new owners at Eynsham Hall and this development.

It was noted that the sewer system will be self contained.

It was noted there will be no wildlife/meadow area, but there will be an open area.

The question arose as to who will maintain the area. Bewley and Lichfields noted that there can either be a fixed contribution to the maintenance of £76,000 or they can maintain the grounds. This will be determined further down the line.

It was noted that the village has had great difficulty with the Bellway development construction. Bewley and Lichfields noted that they have a considerable contractor scheme. They work from 8am – 6pm Monday – Friday, often finishing at 4pm. They work a half day on Saturday and don't work on Sunday.

They noted that the school could be invited to do some artwork for the development as schools have done in some of their other developments

It was noted there is currently no provision for disabled access other than parking although Bewley said their homes would be adaptable.

A question arose as to climate issues. They noted that the energy choices are dictated by building regulations, but they have not planned to use more energy efficient methods beyond the regulations. The council expressed its disappointment with this state of affairs.

They noted there will be a dry pond and a wet pond.

AL will send the Bewley and Lichfields contact details to the council.

## **108/19. District and County Councillors' Reports:**

### **Oxfordshire County Council (OCC)**

LW noted that a section of New Yatt Road will be closed the 24<sup>th</sup> – 29<sup>th</sup> of November for speed humps, signage and a dropped kerb to be put in.

Safety audits will be carried out – one in the day and one at night.

LW noted he has passed on the query about a dropped kerb near the Windmill.

LW noted the new street lights will be installed between the 8-13<sup>th</sup> November. These will be LED lights.

### **WODC**

HSJ noted that there had been 2 houses on the Bellway site which had been built with the roof height higher than had been in the plans. Bellway has fixed this and put the roof as it should be. The residents local to the site have been pleased with this.

HSJ noted that on the original plan the footway link with Green Lane had steps which are not practical. HSJ will ask Bellway to look at this.

HSJ noted that there is a major issue on Green Lane with the water spilling onto the road by the culvert, largely when it has been raining.

HSJ noted the Bellway are to plant trees for every local man killed in WWI (names as listed on the war memorial). There will be a plaque for each tree. The type of trees has not been decided as of yet.

HSJ noted the West Oxfordshire Water Day is coming up on the 22<sup>nd</sup> October.

HSJ noted a climate contact has been assigned.

HSJ noted that he has had no information regarding the work on the Windmill from the Enforcement Team. He noted this is the only Windmill in West Oxfordshire so it is important to keep on top of the progress. In terms of a next step, if works aren't carried out, HSJ noted a compulsory purchase could be looked into.

HSJ noted he had been in contact with Volunteer Link-up about their work. The council agreed that this isn't for the council to be involved in, but is happy to consider any donation requests.

HSJ noted that they had done a Speedwatch in the village recently and the numbers were down.

HSJ noted that more bin stickers for speed are needed. AL will order more bin stickers.

**109/19. Website:** AL noted that she, Greg and Julie have been in contact about a spec. Greg and Julie are now happy with the spec and AL will e-mail companies with the spec.

**110/19: Village Questionnaire:** The council reviewed the e-mail from AC with potential questions for the questionnaire. The council thought that possibly 10 carefully crafted, multiple-choice questions would yield more information. It was agreed that each councillor will circulate 3 possible areas for the questionnaire. Some mentioned were, sport and environment. One idea of a question might be: How often do you use the shop, playground, etc and then give a range to answer.

The council agreed that the idea of residents who answer being put into a prize draw is a good idea.

**111/19: Donation Policy:** AL prepared a Donation Policy to be used for all future donation requests. The council reviewed and agreed to adopt this policy.

**112/19: Financial Regulations:** AL made revisions to the Financial Regulations per the NALC changes. The council agreed to those, but JM mentioned some inconsistencies which AL will look at and sent to JM for review.

**113/19. Planning Applications:** There were no new planning applications.

#### **114/19. Open Spaces Report**

**School Playground lease:** IH reported that the council is still in the position where OCC has said that the estates contact IH originally spoke to about the terms of the lease didn't have the right to negotiate those terms so they cannot be agreed to.

The council is not happy about this and agreed that a face to face meeting with OCC would be useful. LW will look to assist with this.

**Playground Inspection/ reports:** With regards to the Adventure Playground, IH noted this needs another cut. AL will arrange this.

With regards to the Children's Playground, IH noted that the rocking horse needs to be repaired. AL noted that she had spoken to Nigel Green about weeding by the zip wire and cutting the hedge by the Children's Playground. IH will contact AL if this isn't done within a week or so.

**Cuckamus Green report:**

- **To hear the report on Cuckamus Green:** CF reported that all is in very good order. The bins have been checked and are well managed. One more grass cut is needed for the winter. AL will arrange.

- **To have an update on the possible tree replacement on Cuckamus Green:** CF reported that she had met with residents by Cuckamus Green about the tree that had been removed. The group mentioned possibly to have a Hawthorne to replace it. CF will make enquiries about purchasing a new tree. Once the tree is decided, CF will speak to David Green about planting it.

The residents mentioned they would like a tree surgeon to look at the trees on the green. CF noted this. They also mentioned an issue with people parking by the green which CF noted as well.

- **To review quotes for signage regarding dogs on Cuckamus Green:** AL presented costs for signage regarding dogs on Cuckamus Green. No decision was made.

**Bus shelters:** AL presented the quotes for the shelters from DF. The council would like more information on what the shelters will look like and AL will ask DF to send specs to the council. In anticipation of approval of the spec, the council noted that it is happy to proceed with the following companies:

Relocation of seat on Cuckamus Green: Bob Alsworth  
Bus shelter on Cuckamus Green (timber): The Shed Man  
Bus shelters on Park Road: Shelter Store

**Grass cutting:** The council noted that there is an area near Evenlode Close that could use a cut. It was noted that there is an issue with weeds by the shop. HSJ will look at this.

**Maps:** The council resolved to proceed with a subscription to Parish Online for digital maps.

The issue of the salt that needs to be moved arose. It was noted that once moved, the salt should be covered in order for it to be usable.

The council noted that the salt bin at Bridewell Close is being used, but CF noted that immediate residents are not happy with its location.

The council revisited its decision on not having an extra bag of salt delivered and would now like to have a bag of salt. AL will contact the Winter team of OCC and see if this is still possible.

It was noted that the right-hand door of the noticeboard at East End was damaged and is believed to have been done by wind. AL is working with the company which supplied the noticeboard to get a cost of replacing the door. She will check with the insurance company to see if this can be covered.

SC noted there is a hedge needing cutting and asked AL to speak to Bewley Homes about it.

### **115/19. Cemetery/Churchyard**

- **Activity:** It was noted that there had been one burial since the last meeting.

HSJ reported that he has seen some lighting on a grave. AL will go to see what grave this is.

AL noted she had a call about a sunken grave which Andy Slade has sorted. AL and AC will have a discussion around this as Margaret Dixon has reported that some graves are sunken and Andy Slade notes this is due to our regulations. However, AL noted this had arisen as an issue prior to these regulations coming into place.

### **116/19. Finance report:**

<b>Payments authorised</b>						
<b>Payee</b>	<b>Item</b>	<b>Cheque number</b>	<b>Amount</b>	<b>VAT</b>	<b>Total</b>	<b>Date</b>
Allison Leigh	Clerk salary - October	102946	544.37	0.00	544.37	31/10/2019
Allison Leigh	Clerk expenses - October	102947	58.06	0.00	58.06	10/10/2019
HMRC	PAYE	102948	91.40	0.00	91.40	10/10/2019
WODC	Adventure playground cleaning	102949	117.22	23.44	140.66	10/10/2019
North Leigh Youth Project	Room hire	102950	20.00	0.00	20.00	10/10/2019
Oxfordshire Association for the Blind	Donation	102951	100.00	0.00	100.00	10/10/2019
North Leigh Parish Council Church	Donation for hedge trimming	102952	200.00	0.00	200.00	10/10/2019
PWLB	Loan payment	Direct Debit	2580.00	0.00	2580.00	30/09/2019
The Royal British Legion	Poppy wreath	102953	20.00	0.00	20.00	10/10/2019
BGG	Cemetery and Church Grass/Cemetery hedge	102954	550.00	110.00	660.00	10/10/2019
Oxfordshire County Council	Library payment	102955	2584.00	0.00	2584.00	10/10/2019
Allison Leigh	SLCC and expenses	102956	75.85	0.26	76.11	10/10/2019
<b>Receipts</b>						
<b>From</b>	<b>Item</b>		<b>Amount</b>		<b>Total</b>	<b>Date</b>
Co-op Funeral Care	Cemetery fees		400.00		400.00	26/09/2019
Bradley Hatwell	Feast rent		25.00		25.00	16/09/2019
HSBC	Bank interest		26.55		26.55	06/09/2019

### **Bank Reconciliation as of 30/9/19**

Cash in Hand 1/4/19	65408.37
Add total receipts as of 30/09/19	37579.67
Suttract Total payments as of 30/09/19	22725.88
<b>Cash in Hand 30/6/19</b>	<b>80262.16</b>
*****	*****
<b>Communit Account balance 30/09/19</b>	<b>26650.10</b>
<b>Business Money Manager Account Balance 30/09/19</b>	<b>54065.23</b>
Less unrepresented cheques:	
Allison Leigh	453.17
<b>Total</b>	<b>453.17</b>
<b>Plus unrepresented receipts</b>	<b>0.00</b>
<b>Adjusted Bank Balance</b>	<b>80262.16</b>

- **2020/2021 Budget items:** AL noted she will be working on the budget for 2020/2021 for the November meeting and asked if there are any items that should be included. Possible items noted were:
  - Website
  - Legal expenses for OCC lease
- **Electronic banking:** The council discussed the possibility of moving to electronic banking and would like AL to research.

**117/19. Traffic/ Highway matters/Speedwatch:** It was noted that there will be a demo of a speed sign on the 16<sup>th</sup> October.

The council asked for more signs to be put on cars regarding parking. AL will speak to PCSO Hilary Rabson about more signs.

**118/19: Nor'Lye News:** The following items were noted as some of interest in the Nor'Lye News:

- Potential new tree on Cuckamus Green
- Bus shelter project
- Meeting with Bewley Homes/Lichfields



- Parking responsibly
- Keeping hedges trimmed
- Road closure on New Yatt Road

**119/19. Correspondence:** None.

**120/19. Matters for report:**

- There is a North Leigh Library Working Group on Monday 14/10/2019. CF reported she will be able to attend.
- CF noted there is a meeting on the Village Charities on 26/10/19
- JM noted that she was unable to attend the North Leigh Youth Project meeting.

**Date and time of next meeting:** The next Parish Council meeting will be held on the 14<sup>th</sup> November 2019 at 7:30pm in the Memorial Hall.

The meeting closed at 10pm.

Chairman ..... Date.....