

MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 12th March 2020 at 7.30 pm.

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

Also present: Allison Leigh (Clerk) AL

186/19. Apologies for absence

187/19. Declarations of interest: None

188/19. Minutes of meeting held 13th February 2020: The minutes were approved and signed.

189/19. Public Forum:

Bewley Homes:

Bewley Homes were in attendance to discuss their planning application 19/02736/RES – Land north of A4095. They reported that they are about to submit amended plans which have not changed radically. They have indicated that they have moved some properties out of a flood risk area. They also mentioned a ‘green buffer’ which has been expanded and will be detailed in the landscape plans which will go in.

They reviewed the Parish Council’s objection and addressed their points. (The discussion is in italics):

1.The Planning Layout differs greatly from that originally approved. A number of details have been removed to the detriment of the community facilities. *Bewley indicated that the layout provided as part of the outline planning permission was purely illustrative. Their proposed layout follows the overall parameters of that plan in terms of landscape buffer, provision of Local Equipped Area for Play (LEAP) and number of units etc., but they feel they have improved the site layout in a number of ways to provide a better scheme for the site.*

1.1 The public open space and play area at the north side has been reduced in area to accommodate large houses with garages and extensive gardens. *Bewley responded that the play area to the north fulfils the Councils requirements and provides a 400 sqm LEAP. They have managed to provide additional green spaces across the site and distribute this in a more accessible manner for the future residents. They said that Public Open Space is used differently by different*

people, so distributing this across the site, provides this opportunity and enhances the living environment for the residents. HSJ asked if the play area could be larger. The council asked if they could look at Windmill Road being used as a cut through. In terms of the play equipment, Bewley noted that they would consult with the school and residents as to what would be best placed there. This will be discussed at a later date. It was also noted that there need to be other open space in the village where older children can play.

1.2 The swale, water attenuation feature, at the south west has been removed. *Bewley reported this was not removed from the proposals and was shown on the drainage design drawings. They understand the confusion here and therefore have now also shown it on the planning layout.*

1.3 Access to the play area at the eastern edge has been removed. *Bewley noted they are showing a footpath up to the site boundary as a continuation from the main spine road, which would be capable of providing access to the play area in the future. They noted they cannot go any further and make proposals for land they do not control.*

1.4 The S106 requirement for a detailed specification, agreed layout and management scheme for a LEAP and public open space on the site have not been submitted. The applicant has proposed a sum of £71,916 (not indexed linked as required) instead. The applicant does not offer consultation with the PC as required. *The S106 requires the detailed specification to be agreed prior to first occupation. Bewley is very happy to include the Parish Council in discussion surrounding the nature of the new LEAP. The S106 requires us to offer the LEAP and Public Open Space to the Parish Council, with a payment of £71,916 (which will be index linked). If the Parish Council do not choose to take ownership and management responsibilities of the LEAP and Public Open Space, Bewley will put it into a Management Company for future maintenance.*

1.5 The applicant suggests a sum of £57,000 towards a multi games area within the village. This is £800 short of the contribution of £57,800 required in the S106 agreement. The applicant does not offer consultation with the PC as to the location and details of the facilities to be provided. *As per the requirements of the S106, Bewley will pay to the District Council the full amount of £57,800 (index linked). Bewley recommends that the Parish Council make early contact with the District Council to agree where the money is spent. The council noted it needs to get in touch with the District Council on this.*

2 On the matter of highway safety:

2.1 There are no details of the cycle/footpath to be provided on the A4095 between Park Road and Common Road. *OCC is yet to decide on the location/details of the footpath. The S106 requires Bewley to safeguard a 3m strip of land through the site, in case OCC wish to provide this as part of the*

footpath link at a later date. Bewley has done this and it is shown on the layout plan.

2.2 The PC proposes an extension of the A4095 40mph limit from the Park Road junction through to the Common Road junction. *Bewley noted this is not a requirement of the outline planning permission. The council reported that this is being provided as part of the Eynsham Hall access proposals.*

2.3 The potential effects of proposed road changes at the entrance to Eynsham Hall should be recognised. *Bewley noted the access was approved as part of the Outline planning permission and they understand that the Parish Council are content with the proposals.*

2.4 A pedestrian crossing/ dropped kerb is suggested on the Windmill Road exit from the site. *Bewley noted they will be providing a dropped kerb on either side of Windmill road with tactile paving, where the footpath/cycle link emerges.*

2.5 The PC is concerned that lessons have not been learned from other local developments is which residents show a preference for on-street parking on streets thus obstructing access by service and emergency vehicles. The PC suggests all roads and streets on the site shall be a minimum of 5.5m wide. *Bewley noted the road widths meet the necessary standards and the scheme has been carefully designed with additional parking in front of garages and a number of visitor parking bays to avoid the need for on-street parking. They noted the only access to the site is from outside the village.*

2.6 S106 agreement requires £16,460 plus £2,100 (each indexed linked) for 2 no. bus shelter/stop facilities on Park Road. The PC requires confirmation from the applicant and OCC that the PC will be fully consulted prior to installation. *Bewley noted they are required to pay this contribution index linked and will do so. They advised that the Parish Council makes early contact with OCC to discuss the location/installation of the bus stops.*

The council noted that the site is named on Bewley's website as Marlborough Gardens. Bewley reported the site is not yet named and will ensure this is removed from their site.

Bewley reported they are willing to donate to a village feast, if there were one, as a goodwill gesture.

The issue of flooding was noted and the council asked Bewley to consider potential flood areas. Bewley noted this should not be an issue as the sewerage is at the bottom of the development.

Public Forum

Members of the public were in attendance to discuss the 26 Park Road planning application. They reported they have extreme flooding issues in their garden and this application will only fuel these issues. They have put their objections in. HSJ noted he has asked for this to go to Planning committee.

The council reported it will be objecting to this planning application. JN will strengthen the council's comment regarding flooding for AL to post tomorrow. HSJ will look for policy numbers to go along with the comments.

AL will e-mail the residents once a planning committee date is set.

190/19. District and County Councillors' Reports:

Oxfordshire County Council (OCC)

LW reported that the damaged barrier at the school has been repaired.

LW reported that between 23rd – 27th March Bellway will be resurfacing outside the site and the road will be closed.

LW reported OCC will be spending £32million in 2020/2021 in road re-surfacing and Boddington Lane and Park Lane are included in this plan.

LW reported he will have his Councillor Priority Fund for 2020/2021.

LW reported there are cases of Covid-19 in Oxfordshire OCC is working with Public Health England and following government advice. He advised people to look after the elderly and vulnerable.

West Oxfordshire District Council (WODC)

HSJ reported that he has tried to meet with Bellway and had a meeting scheduled, which they cancelled.

HSJ noted the steps connecting Green Lane to Bellway's 40 house development is a very serious accessibility issue.

The issue of excess water on Green Lane was raised.

HSJ reported the WODC element of the council tax will be approximately £104 for a Band D house which is slightly higher than last year, but the 2nd lowest in the UK.

HSJ reported that as of last year, WODC has delivered 500 affordable homes around the district.

191/19. Website: It was reported that a shell of a site has been done and was shown to the council. The council were happy with the progress and hopeful it could be mentioned in the May submission to the Nor'Lye News.

192/19. Village Questionnaire: AC reported that he will have a questionnaire at the April meeting.

193/19. VE Day 2020: It was reported that there have been offers of help, but no one to spearhead an event. CF reported she had spoken to the Masons who are happy to do something in the garden, possibly a pig roast. It was noted that the Guides and WI are willing to help.

The council noted that an event such as this would be easier to cancel/postpone should it need to due to Covid-19.

194/19. Donations:

North Leigh Youth Project: The council resolved to donate £2000 to North Leigh Youth Project for 2020/2021.

Volunteer Link-Up: The council agreed to donate £100 to Volunteer Link-Up for 2019-2020.

The Parish Council would also like to donate £150 to West Oxfordshire Citizens Advice for 2019/20.

195/19. OCC Fix My Street Super User. The council would like to put a note in asking if any residents would like to volunteer to be a Fix My Street Super User.

196/19. Litter Pick: CF reported that the litter pick will take place on the 29th March from 11am-1pm. She reported that the Youth Club and Guides will be helping, but the Beavers can't this year. The rubbish will be collected on the 31st March.

196a/19. Planning Applications:

<u>Planning number</u>	<u>Address</u>	<u>Proposal</u>	<u>Comments</u>
20/00224/FUL	26 Park Road North Leigh	Demolition of existing bungalow. Erection of five dwellings	See Attachment A
20/00427/HHD	34 Bridewell close North Leigh	Single storey rear extension with roof terrace above, alterations to existing rear dormer and installation of flue	North Leigh Parish Council has no objections to this planning application.

20/00488/HHD	Chalfont East End North Leigh	Erection of detached garage.	North Leigh Parish Council has no objections to this planning application.
20/00489/HHD	23 Common Road North Leigh	Erection of two storey side extension with the addition of roof lights	North Leigh Parish Council has no objections to this planning application.

- **Update on Bellway:** see agenda item 190/19

198/19. Open Spaces Report

- **Children’s Playground lease:** IH reported we are waiting for the new lease from OCC. He reported that the council needs to start consulting with regards to what equipment the school/parents/children would like to see in the play area.
- **Playground Inspection/ reports:** IH noted the playgrounds were both in good order.
- **Cuckamus Green report:** CF reported that Cuckamus Green is in good order.
 - **Update on tree planting** – CF reported that the planting of the new tree took place on the 28th February. The need for watering in the warmer weather was considered. CF can do some of this. It needs to be done 3 times per week. Nicholsons noted there is ivy at the bottom of one of the trees. A few trees need trimming. HSJ and CF will review this. One suggestion was to see if local residents could assist with watering.
 - **Parking** – It was noted that AL will look to see what paperwork she has on the boundary. It was noted that any work done to the boundary should be done in the summer when it is dry.
- **Salt:** AL noted she has been trying to get in touch with BGG regarding the salt, but is not hearing back. She will continue to try.
 - **Update on salt bins on Green Lane and Common Road:** It was noted that LW is working on fixing the issue of the sign on the salt bin on Common Road. It was noted that the salt bins are emptying rapidly so AL will put a note in the Nor’Lye news in the winter asking residents to use the salt responsibly. When OCC delivers the salt, AL will ask them to let her know it has been delivered so that council can double check.
- **Noticeboard at East End:** AL reported the door is ready. For The Noticeboard Company to carry out the repair, the cost would be £350. The council agreed to proceed with this.

199/19. Cemetery/Churchyard

- **Activity:** AL reported there had been a full burial in February and an ashes burial in March.

AL and AC reported there had been an issue with the size of one of the graves recently dug. The issue of how the management of the grave diggers is done was discussed. AL will look to see what other clerks are doing. AL will arrange a meeting for her, Andy Clements and the grave digger.

AL reported she and AC will update the fees and circulate prior to the Annual General Meeting for adopting.

200/19. Finance

<u>Payments authorised</u>						
<u>Payee</u>	<u>Item</u>	<u>Cheque number</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>	<u>Date</u>
Andrew Baker	Balance for Bus shelter at Cuckamus Green	102985	3288.00	657.60	3945.60	21/02/2020
Nicholsons Nurseries	Tree at Cuckamus Green	102986	190.00	38.00	228.00	21/02/2020
Grundon	Cemetery bin management	Direct Debit	21.60	4.32	25.92	31/01/2020
Allison Leigh	Clerk salary - March	102987	466.37	0.00	466.37	31/03/2020
Allison Leigh	Clerk expenses - March	102988	67.50	0.00	67.50	12/03/2020
North Leigh Youth Project	Room hire	102989	20.00	0.00	20.00	12/03/2020
WODC	Adventure Playground cleaning	102990	117.22	23.44	140.66	12/03/2020
Andrew Brock	Payment for gardening services at Windmill Heights	102991	520.00	0.00	520.00	12/03/2020
Pellmans LLP	Solicitor fees for negotiating lease of Children's Play Area	102992	1710.00	342.00	2052.00	12/03/2020
PWLB	Loan payment	Direct Debit	2546.25	0.00	2546.25	31/03/2020
Vision ICT	Initial invoice for design/development of new website	102993	550.00	110.00	660.00	01/04/2020
The Church Noticeboard Company	50% Deposit for replacement door for East End Noticeboard	102994	127.50	25.50	153.00	12/03/2020
Mr R Allsworth	Move concrete seat and lay concrete base for new Cuckamus Green Bus Stop	102995	1050.00	0.00	1050.00	12/03/2020
Scribe	Annual license fee	102996	283.00	56.60	339.60	01/04/2020
OALC	Subscripton 2020/21	102997	333.86	66.77	400.63	01/04/2020
Oxfordshire Playing Field Association	Subscripton 2020/21	102999	53.00	0.00	53.00	01/04/2020
<u>Receipts</u>						
<u>From</u>	<u>Item</u>		<u>Amount</u>		<u>Total</u>	<u>Date</u>
None						

Bank reconciliation

Cash in Hand 1/4/19	65408.37
Add total receipts as of 29/2/2020	40617.65
Suttract Total payments as of 29/2/2020	36312.20
Cash in Hand 29/2/2020	69713.82
*****	*****
Communit Account balance 29/2/2020	9491.83
Business Money Manager Account Balance 29/2/2020	55953.21
Less unrepresented cheques:	
Cheque 102977	466.37
Cheque 102979	20.00
Cheque 102983	268.00
Total	754.37
Plus unrepresented receipts	0.00
Adjusted Bank Balance	64690.67

- **2019/2020 Internal Audit:** The council considered 3 quotes for an internal auditor and resolved to proceed with IAC.

201/19. Traffic/ Highway matters/Speedwatch: AC gave an update on recent speedwatches and noted that in East End 40% of drivers travel at over 35mph.

202/19: Nor'Lye News: It was reported that the following should be in the Nor'Lye News:

- OCC Super User
- Covid-19 information

203/19. Correspondence: AL handed out election paperwork.

AL reported she had a letter from Bradley Hatwell to say he won't be doing the feast this year. AL will send him a note to say the council is sorry to hear that and thank him for all of his work in previous years.

AL reported she has an e-mail from the Fixtures Secretary of North Leigh Football club who would like to attend a meeting. The council is happy for this and AL will let him know.

204/19. Matters for report: AL noted that her other council was doing something to support those vulnerable/self-isolating due to Covid-19 and she will send this information to the council.

It was noted that there are still cars parked by the gate at the Windmill. AL will follow up with Liam on this.

Date and time of next meeting: The date of the next meeting will be Thursday the 9th April 2020 at 7:30pm.

The meeting closed at 10:15pm

Application 20/00224/FUL 26, Park Road

North Leigh Parish Council objects to this application for the following reasons;

1. The site is unsuitable as it represents backland development on a long this site overlooking the gardens of a number neighbouring properties - conflicts with Policy OS1 and OS2

The site is less than 15m wide by 140m long. The result would be a narrow, cramped, and overdeveloped scheme inappropriate for the existing linear character of our village.

Policy H6 allows for one for one replacement of dwellings but the applicant is seeking five for one.

The local plan was adopted just over a year ago and has a land supply compliant with NPPF etc.

There is no need for further houses in the village where almost 180 dwellings are either planned, already built or under construction.

2 .The proposed “driveway” width is inadequate, being too narrow to service the potential number of resident’s private cars i.e. 13 which is probably an underestimate and parking is limited. The track is too narrow to allow two-way traffic to pass safely and since there would be no lighting”, even more dangerous at night. There is no footway for pedestrians/disabled or mothers with children so not safe. The driveway is also too narrow to accommodate refuse collection and emergency vehicles and therefore bins would have to be pushed (uphill) up to the Park Road frontage for collection and no bin storage area provision is obvious. Conflicts with Policy OS4

3. Park Road is particularly hazardous in this section due to the proximity of the village school and children’s playground very close to a bend that is blind in both directions and has parked cars often cause overtaking for cars travelling west. To have an extra driveway generating more turns must increase the hazard to an unacceptable extent. Additional cars coming into and from the development would add to the risk of serious traffic accidents involving young children. Conflicts with Policies OS2 and OS4

Flooding

The site suffers from regular surface water flooding which in turn has flooded neighbouring gardens to the east and some of the houses in Windmill Road - no’s 73 and 75 to which the occupants can if asked attest. It is not clear how the applicant proposes to deal with the surface water generated by the proposals without aggravating the existing flooding problem the cause of which has still not been established let alone cured. The flooding is, we believe, caused by existing drains not functioning properly and the proposal could exacerbate the problem by building over the drain we think may be blocked.

It is unclear where and how the foul drainage from the proposed dwellings will be

dealt with since the levels on the site are radically different from one end to the other.

4. There is an enhanced risk of serious traffic accidents from contractors' vehicles and equipment during the demolition and site clearance period

5. There is further enhanced risk of serious traffic accidents involving school children during site development and house construction period.

6. The positions of some of the proposed houses are too close to the site boundary and could cause overlooking, shading and loss of privacy amenity etc to existing neighbouring properties and particularly because of significant changes in level from one end of the site to the other and in relation to other dwellings nearby especially in Windmill Road. Conflicts with Policy OS2

7 Foul water drainage along Park and Windmill Roads is presently inadequate in this part of the village. This is suspected to be partly due to failing pipework now 50 plus years old and too much surface water getting into the sewer system and overloading it - clear evidence of this is occurring at the Church Hanborough STW. More houses in North Leigh will further increase the problem.

Should the application be approved despite these material objections that far outweigh any perceived benefit, the Parish Council would demand a condition be applied whereby no supplier or contractor be allowed to park any vehicle on any stretch of Park Road between the Memorial Hall and the Windmill Road junction without the express permission of OCC Highways Department and Thames Valley Police during the construction period. They should be parked within the site. A condition should be imposed requiring a drainage plan to be produced and approved by TW/OCC prior any work starting on site.