

**MINUTES of the meeting of North Leigh Parish Council held in the Memorial Hall on Thursday 13<sup>th</sup> September 2018 at 7.30 pm.**

**Present:** S. Cusick (Vice Chair) (SC), Councillors P. Lawrence (PL), I. Hogg (IH), and Andy Clements (AC) and County Councillor Liam Walker (LW)

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

**78/18. Apologies for absence:** G. Matthews (Chair), Councillors, J. Nicholson (JN), D. Fettes (DF), and C. Frost (CF) and Harry St John (Parish and District Councillor) (HSJ)

**79/18. Declarations of interest:** None

**80/18. Minutes of meeting held on 12<sup>th</sup> July 2018:** The minutes were approved and signed.

**81/18. Public Forum:** David Gough was in attendance to listen and deliver the payment for the Annual Feast from Mr Hatwell.

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**82/18. District and County Councillors Report:**

**OCC**

LW reported that he has had some reports of issues with Bellway such as trucks at the bottom of Common Road. He indicated there isn't much to be one about this particular issue. He reported that the work on the south side has been started. He reported that there have been some issues of rubbish being discarded by lorry drivers. He has passed these onto the site manager.

He reported that there are road works by Bridewell Close to do patching and Perrott's Close to repair footpaths. He indicated OCC is trying to do larger patching and sealing.

He reported there are gas works being carries out until the 25<sup>th</sup> September. He reported that neither he nor the village had had any notice of the works and/or the traffic lights.

LW reported that OCC will be going digital and there will be job losses. They are trying to protect the frontline services.

LW reported that decisions on the Oxford Cambridge Expressway will come.

**WODC**

HSJ was not in attendance, but sent this report:

As the council, knows the Local Plan has been given the green light by the Inspector and the Full Council is meeting back end of September to formally adopt it so the Plan should be adopted soon after. That is good news in so far as it prevents any more speculative applications like Gladman. However North Leigh is still threatened by traffic issues if North Witney were to proceed.

At the meeting it was noted that Barnard Gate is not in the Local Plan.

Rectory Homes has now been granted consent for 50 units on the land adjoining the adventure playground and AL has circulated the S106 to the council. When they aim to start remains to be seen but at least all the traffic will go onto the A4095 but the council will need to watch out for dust and noise issues that have been a persistent problem on both Bellway sites.

HSJ has been trying to resolve the treatment of the footway by Providence Cottage with OCC and Bellway and thinks they may at last concede some sort of give way and build out to slow traffic down further. He is awaiting new plans and will report further. Their initial suggestion was to have the giveway in the westbound lane whereas HSJ and others think having it in the east bound lane makes more sense for various reasons. Whatever is concluded it still has to be audited for safety and HSJ wonders if the immediate residents were to pay some of the cost of a wholly independent expert to give a second opinion on the safety audit done by the firm Bellway have appointed as safety auditors (who are the same ones that did the design for the Kler site for 40 - so in HSJ's view are not wholly independent) then that would enable the council to query OCC if the independent view/answer is that the scheme is not safe enough. A quote is being obtained from a local resident who works for another national highway consultants firm Peter Brett. If the PC were to contribute that would help...HSJ will soon hear what sort of cost this may be.

The flooding problem in the school car park remains to be resolved - the Council have traced some problem in the drain system but HSJ has asked them to check whole system...it eventually goes under windmill road and outfalls in ditch on west side of the Adventure Playground.

There is a meeting at WODC for councillors to cross examine Thames Water on 4th Oct so if councillors have any queries let HSJ know. It was noted that one of the issues that will be discussed is the pollution of rivers. It was noted that there is blue algae at the moment which is danger to animals.

The issue of Speedwatch was raised. AL indicated she is meeting with a sergeant with TVP for another council and will ask about using data obtained

from speed guns. LW said that if the council uses any approved speed recording devices, it could be helpful to have the data.

HSJ noted that the cemetery car park hedge needs cutting. AL will follow up again with the contractor.

**83/18. Thames Valley Police (TVP) Report:** There was no report.

**84/18. General Data Protection Regulation (GDPR):** AL reported that she had read the latest GDPR toolkit from NALC. Based on this she has sent an e-mail to the lawyers who wrote the document with questions and is waiting for a response.

AL reported that she continues learn more about what compliance means for Parish Councils. She will be attending a GDPR training session given by OALC in October.

**85/18. Salt bins:** AL reported that she had received an e-mail from OCC asking about salt and any additional salt bins needed. AL reported she had a request from residents with regards to a salt bin needed by Bridewell Close and Perrotts Close. The council agreed to this additional bin for a cost of £250 + VAT. AL will e-mail OCC about this.

Unused bags of salt continue to remain at Richard Langley's house. The council discussed perhaps Richard disposing of it, but rejected that idea. IH will look into storing it in a car park near Windmill Road and then look into how to move it. This will be an agenda item for the next meeting.

**86/18.** AL reported that she had an e-mail from the Good Neighbour Scheme to say that there are currently 9 residents of North Leigh who are volunteers registered with them. There are 12 North Leigh residents who are registered clients who use their services. AL will put a notice in the Nor'Lye News about this.

**87/18. Tree of Remembrance Project:** AL reported that OCC has a Tree of Remembrance Project where they are offering a free sapling and commemorative plaque for all local councils in Oxfordshire. The council noted that HSJ is looking at commemorative trees being planted at one of the Bellway sites. The council asked AL to check on the type of tree and the due date to confirm this. some possibly locations mentioned were bit the Masons, in the Cemetery and on Caucasus Green.

**88/18. War memorial – cleaning and letters re-painted:** AL reported that she had met with Peter Van Cauwelaert, JN, Steve Legg, HSJ and O.G. Stonemasonry at the war memorial. The cleaning of the memorial was

discussed and Peter Van Cauwelaert wondered if the council would be willing to assist with the costs.

The process would be that the memorial would be cleaned and then it would be decided, based on the results of the cleaning, what, if any, work needed to be done on the letters. This will all be completed by the 11<sup>th</sup> November.

The council agreed to proceed and AL will inform the O.G. Stonemasonry.

**89/18. Library update from meeting on 18/7/18:** AC reported that Phil Bloomfield is the Chairman of the Friends of North Leigh Library. There are 4/5 people in the group and the minutes had been sent and AL circulated them to the council. The next meeting will be on the 3rd October.

**90/18. Planning Applications:**

**NLPC Decisions**

| <u>Planning number</u> | <u>Address</u>                                    | <u>Date comments made</u> | <u>Comments</u>   |
|------------------------|---|---------------------------|---|
| 18/01973/FUL           | Land West of Ferndale, New Yatt Road, North Leigh |                           | <p>The PC considers the development to be inappropriate on this site, being adjacent to the recently approved Bellway sites, one to the west and a second on the opposite side of New Yatt Road.</p> <p>These earlier developments necessitated modifications to the highway which in our opinion, have only marginally mitigated adverse conditions of the road. The addition of a third entrance point can only increase risk of serious incidents. If approved, entrance to the site should be through the adjacent Bellway site.</p> <p>The access road to the site as proposed will require the relocation of a telegraph pole.</p> <p>The access road itself as proposed, is little more than a track and is inadequate for the access of emergency vehicles (ambulances, fire engines and police), indeed this is recognised by the applicant in proposing a "passing place " on site.</p> |

|              |                     |         |   |
|--------------|---------------------|---------|---|
|              |                     |         | <p>The five units in the site will generate at least 10 family cars and potentially more. The roadway should be a minimum width of 4.8 m. to enable two cars to pass safely.</p> <p>The three units on the north end of the site are three stories high and will overlook properties on Green Lane.</p> <p>Whilst recognising that this is an "infill site" where relaxed guidelines apply, we say the proposals will generate additional risks to people and vehicles on an already inadequate highway and North Leigh Parish Council object to and oppose this application.</p> |
| 18/02025/HHD | 22 Windmill Heights | 12/8/18 | North Leigh Parish Council has no objections to this planning application.  |

**New applications**

| <b><u>Planning number</u></b>    | <b><u>Address</u></b>                    | <b><u>Date received</u></b> | <b><u>Date comments due</u></b> | <b><u>Comments</u></b>  |
|----------------------------------|--|-----------------------------|---------------------------------|---|
| 18/02309/LBC and<br>18/02308/HHD | Holbrook Farm<br>East End<br>North Leigh | 28/8/18                     | 18/9/18                         | The council agreed to submit a response of no objection to this planning application.   |
| 18/02358/FUL                     | Bridewell Farm<br>Wilcote<br>North Leigh | 28/8/18                     | 18/9/18                         | The council agreed to submit the following to this planning application: North Leigh Parish Council has no objections to this planning application. However, concerns have been expressed over the impact of increased traffic flow on surrounding country roads and lanes. A local traffic impact assessment is suggested. |
| 18/02411/HHD                     | 85 Common Road                           | 4/9/18                      | 25/9/18                         | The council agreed to submit a response of no objection to this planning application.   |

|              |                                   |        |         |   |
|--------------|-----------------------------------|--------|---------|---|
|              | North Leigh                       |        |         |   |
| 18/02590/HHD | High Banks Green Lane North Leigh | 5/9/18 | 26/9/18 | The council agreed to submit a response of no objection to this planning application. |

AL advised that she had a phone call from Brian Conlon of WODC regarding planning application 18/01973/FUL. He wanted to let the council know that WODC has reviewed the parish council's comments. They are largely to do with highways and led the council to object to the application. OCC highways have responded and do not object to the application. So, the council's views are in opposition to OCC's.

The trigger for going to planning committee is when the parish council's views cannot be resolved by condition or negotiation. WODC feels the objections can be resolved by condition based on the response from OCC.

Brian feels that if the parish council did want this to go to committee, the objections raised would largely be about other sites, but not this one specifically, and it may raise other issues rather than ones specific to this development.

SC would like to speak with Briand Conlon about this and AL will pass on his details.

- **S106 agreement monies:** AL circulated a document on this from HSJ to the council
- **E-planning:** AL reported she has a quote from EPSON for a projector. The council was happy with the projector overall, but would like to confirm what format of files it requires and what types of computers it is compatible with. AL will research.

## 72/18. Open Spaces

- **School Playground lease:** AL reported that she, GM and IH have been in e-mail correspondence on this having received a quote from Pullmans. IH feels this should go on the next agenda, but AL will look for the original lease in the meantime. IH reported he has contacted the school and left a message regarding the security fence being moved close to school.

- **Playground inspection/reports:** IH reported that he was looking to contact someone at TVP about the vandalism at the school playground, but didn't have a contact. AL will look into this.

AL enquired as to the mattresses and rubbish at the Adventure Playground. IH reported it is still there and AL will continue to try and get in contact with WODC. She reported she had contact them about rubbish, but has not had a reply.

- **Cuckamus Green report:** As CF is way, there was no report.
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- **Grass cutting:** AL reported that she is working through the list that was e-mailed to the council.
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- **Noticeboards:** AL enquired as to whether the council would like to review the possibility of re-cycled wood. The council agreed it would like to proceed with the oak noticeboards quoted. AL will review with Wendy Goddard as to cost sharing and report back to the council as to what the exact cost would be to the council.

## 92/18. Finance:

### *Payments to be authorised*

| <u>Payee</u>       | <u>Item</u>                                     | <u>Cheque number</u> | <u>Amount</u> | <u>VAT</u> | <u>Total</u> | <u>Date</u> |
|--------------------|---|----------------------|---------------|------------|--------------|-------------|
| WODC               | Adventure Playground cleaning                   | 102831               | 113.91        | 22.78      | 136.69       | 13/9/18     |
| WODC               | Adventure Playground cleaning                   | 102832               | 113.91        | 22.78      | 136.69       | 13/9/18     |
| Allison Leigh      | Clerk Salary                                    | 102833               | 453.17        | 0          | 453.17       | 30/9/18     |
| Allison Leigh      | Mileage and expenses                            | 102834               | 88.93         | 2.61       | 91.54        | 13/9/18     |
| NPJ Green          | Mowing – April, May, June (6x) and hedgecutting | 102835               | 303.00        | 0          | 303.00       | 13/9/18     |
| Playsafety Limited | Play area inspection                            | 102836               | 136.50        | 27.30      | 136.50       | 13/9/18     |
| NLYP               | Room hire                                       | 102837               | 20.00         | 0          | 20.00        | 13/9/18     |
| Edge IT Systems    | Cemetery database                               | 102838               | 220.00        | 44.00      | 264.00       | 13/9/18     |

*Receipts since last meeting*

| <b>Payee</b>        | <b>Item</b>  | <b>Amount</b> | <b>Date</b> |
|---------------------|--|---------------|-------------|
|                     | Cemetery fees for Mortimer – EROB and interment              | 400.00        | 16/7/18     |
| Peter Smith and Son | Cemetery fees for Stokes – EROB and interment (non-resident) | 800.00        | 7/8/18      |
| HMRC                | VAT – 1/4/17 – 31/7/18                                       | 2091.64       | 31/8/18     |

*Account Balances as of 31/7/18/18*

Community Account £19,520.78  
GB87HBUK40470760614815

Business Money Manager £46,710.56  
GB71HBUK40470771294318

*Reconciled accounts as of 31/7/18/18* £60,511.44

AL presented two options of quarterly budget reporting against spend from Scribe. The council agreed to proceed with the Summary of Receipts and payments at each meeting and if any change in future reported was needed, it will inform AL.

**93/18. Cemetery/ Churchyard:**

- **Activity:** AL reported that a burial would be taking place.
- **Cemetery gate:** AL has received a quote of £625 including wood and labour from Eynsham Sawmill. She is waiting for a price for an iron gate.
- **Regulations:** The council agreed it would like to move this to the next agenda.

AL reported that residents has mentioned that there is no sign indicating which car park is the cemetery car park. AL will look into a cost for this and report back to the council.



**94/18. Traffic/Highways Matters/Speedwatch:**

It was reported that a cyclist had come off their bike on New Yatt Road. LW is looking into this.

AC reported that Speedwatch continues to run. HSJ and LW had come to a recent Speedwatch event. It was reported that the worst areas are New Yatt Road and East End. It was discussed that data should be collected in a form that the council can use in making any future arguments necessary.

The purchase of some speed equipment was discussed.

It was noted that it would be useful to collect data for New Yatt Road and sent it to highways.

LW is looking into how Church Enstone was able to put traffic calming in their village.

**95/18. Correspondence:**

AL reported that she had met with Diana and Patrick Power. Diana would like to request that the history archive materials in cupboard 6 of the Memorial Hall be moved to the Parish Council’s cupboard number 7 and the Women’s Institute materials be moved to cupboard 6. The council does not have an issue with this and AL to follow up with Paul Burgum and the Women’s Institute.

AL reported she and SC had been on a code of Conduct seminar. AL will get the updated Code of Conduct and submit to all councilors.

AL reported that East Hagbourne Parish Council is happy to share their standing orders with North Leigh Parish Council and that they are nearly done with modifications.

**96/18. Matters for report: To raise matters for discussion without decision or items for next meeting: None**

**Date and time of next meeting:** Thursday 11<sup>th</sup> October 2018 at 7.30 pm.

The meeting closed at 9:25pm.

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