

**MINUTES of the Parish Council Meeting of North Leigh Parish Council (NLPC) held on Thursday 10<sup>th</sup> March 2022 at 7:30pm in the Youth Centre of the Memorial Hall**

**Present:** Chairman Greg Matthews (GM), Vice Chairman Julie Minch (JM), Councillors Andy Clements (AC), Susie Cusick (SC), Jim Nicholson (JN), Robert Gunn (RG) and Sarah Veasey (SV) (co-opted at agenda item 176/21) and County Councillor Liam Walker (LW)

**173//21. Apologies for absence:** Kevin Swann (KS), District Councillor Harry St John (HSJ) and Clerk, Allison Leigh (AL)

**174/21. Declarations of interest:** None

**175/21. Minutes of the meeting held 10<sup>th</sup> February 2022:** A change to minute 166/21 was made and the minutes of the meeting of 10<sup>th</sup> February 2022 were approved and signed.

**176/21. Parish Councillor Vacancy:** The council co-opted Sarah Veasey co-opted who signed declaration of acceptance of office. SV was given the Register of Interests to complete.

**177/21. Public Forum:** Two members of public attended and spoke about planning application for North Leigh Methodist Church. The main point was that proposed detailed design does not comply with the original conditions imposed on the outline permission granted regarding no further windows to be added. They requested that NLPCPC remind West Oxfordshire District Council (WODC) about the restrictions and it is the responsibility of the council to support the opinions of the community and that original conditions should be adhered to.

They also raised issue of rubbish on footpath near Bellway site. GM advised being dealt with by HSJ already.

**178/21. Neighbourhood Plan (NP):**

As neither HSJ nor KS were present, no update was possible. It was discussed whether it is if necessary to approve designated area prior to the inaugural NP sub-committee meeting. It was decided not to and the decision should be recommended by HSJ and KS for the council to approve at a later meeting.

**179/21: Operation London Bridge:** The council requests that the Clerk contacts the church to find out what their plans are regarding a book of remembrance etc. It was noted that perhaps a book could also be placed in the Memorial Hall.

**180/21: Litter Pick:** As HSJ was the only one involved, no report was received. The council considered it ok for it to proceed as planned and hoped lots of people will take part

**181/21. Communication:**

- **Parish Council newsletter:** KS was not present to report, AC confirmed all in hand to be delivered by royal mail w/c 4<sup>th</sup> April. A concern was raised as to content not being limited to NLPC issues and if WODC / CC reports to be included should they be asked to contribute to cost. LW is happy to contribute. This will be discussion at next meeting.

**182/21. Website:** Councillors were reminded that bios need to be submitted. The new website is due to go live at same time as next newsletter i.e., 4<sup>th</sup> April.

**183/21. Action items:** It was agreed an addendum will be added to the minutes with a list of actions, those responsible and a targeted date of completion.

**184/21: APCM/APM:** The council provisionally agreed to hold the Annual Parish Council meeting and Annual Parish Meeting starting at 7pm on Monday 9<sup>th</sup> May if the Memorial Hall is available. Otherwise, the Clerk will see what dates the hall is free.

SC volunteered to organise wine and nibbles.

The council asked the Clerk to contact Eynsham Hall developers to see if they would be willing to come and do an update presentation to the meeting on how the project is going. If not to see if Astrid Harvey of WODC would do a talk about the NP.

It was discussed, if possible, to put a note in the newsletter, but agreed not as yet to confirm hall/speaker and better to send out individual flyer via royal mail/leaflet drop to advertise if necessary.

**185/21. Planning Applications:** JN will send responses. There was a discussion about application 22/00465/FUL and NLPC's response. Also, NLPC would like to request contribution from Eynsham Hall for signs to extend 40 mph speed limit to common road.

<u>Planning Number</u>	<u>Address</u>	<u>Proposal</u>	<u>NLPC Comments</u>
22/00202/LBC	Eynsham Hall North Leigh	Demolition of modern buildings and extensions, alterations and	:NLPC has no comments to make regarding the on-site building works. Should the

		extensions to existing buildings and erection of new purpose-built buildings to provide hotel 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	section relating to the exit road be approved however, the Parish Council would require the following conditions be attached; a) the applicant shall make a financial contribution to the construction of the proposed cycle path on the A4095 between Common Road and Park Road. b) the applicant shall make a financial contribution to the proposed extension of the 40 mph limit on the A4095 at the Hall entrance/exit, from its current length to include the whole of the distance between Common Road and Park Road
22/00354/HHD	1 Breakspear Way North Leigh	Erection of timber outbuilding/summerhouse with a pitched roof	North Leigh Parish Council has no comments on this planning application.
22/00229/S73	Lyndhill East End North Leigh	Variation of condition 2 of planning permission 20/03541/FUL to allow changes to fenestration and the installation of a flue	North Leigh Parish Council has no comments on this planning application.
22/00465/FUL	North Leigh Methodist Church Chapel Lane North Leigh	Conversion of church to dwelling (part retrospective)	NLPC OBJECTS to the application Comments; Condition 4 of the previous approval 18/03415/FUL, states; "Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and re-enacting that Order with or without modification) <u>no additional windows/rooflights shall be constructed in the elevation(s) of the building.</u>

			<p>REASON To safeguard privacy in the adjacent property."</p> <p>Application 22/00465/FUL includes numerous additional rooflights and alterations to existing windows which will impact on the privacy of adjacent properties. This is a direct contradiction of the earlier prohibition and should therefore be rejected.</p>
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Planning Appeal

<u>Planning Number</u>	<u>Address</u>	<u>Proposal</u>	<u>NLPC Comments</u>
21/01887/FUL	26 Park Road North Leigh	Demolition of existing bungalow. Construction of a two storey dwelling	NLPC has no objection to the application in principle, should approval be granted however the PC requires the following condition; "Demolition and construction equipment and delivery vehicles shall be used and parked only on the site to avoid obstruction of and damage to that section of Park Road"

**186/21. Open Spaces Report**

- **Playgrounds:**

**Children's Playground:**

- It was reported start date delayed and now scheduled to begin on 21/03/22

The school has been informed of start date and there are notices in the Memorial Hall and notice boards. Nearby neighbours to be advised.

JM met with a grounds maintenance contractor to discuss hedge near to zip wire. He has advised the hedge be cut back to fence line and should be able to do within maximum original quote amount. (He said someone

else had produced the pile of garden waste still on site and done more clearance!). JM to speak to neighbour as their hedge will be affected by this.

They looked at laurel hedge and agreed this should be left as will look very straggly if cut back and the children appear to play in it. This hedge is to be kept cut to current level not allowed to spread more though.

### **Adventure Playground:**

It was agreed the Adventure Playground should be the next project for development and refurbishment.

### **Children's Playground Lease:**

The Clerk notes she is awaiting response from OCC so this was not discussed.

- **Cuckamus Green report:** SC reported that all is ok. The council asked the Clerk to ask David Green to observe no mow May and not cut until June at earliest.
- **Allotment land/parking lease:** There was no discussion as HSJ was not in attendance.
- **Ash trees at Windmill Heights:** SC reported she and the Clerk had met with BGG to get quote to fell 3 ash trees, create some seating from wood and leave pile of logs for general public to help themselves to. The Clerk is also getting quote from Summit Trees and SC believed the Clerk is organising a 3<sup>rd</sup> quote. GM said still did not think necessary to remove all of them.
- A discussion was had about planting new smaller trees and a local resident has offered to pay for one of these.

### **187/21. Cemetery/Churchyard**

- **Activity:** AC reported on the cemetery activity provided to the council by the Clerk.

AC reported had met with the Clerk and BGG and getting quote to clear mud from top of parking area (plus separate quote to do same to church /turner hall parking area), lay new gravel on some of the paths in the cemetery. Also quote obtained for cutting back hedgerow (which could be done by end of March for £600 + VAT. SC said hedge cutting advised to stop between March – July for birds plus agreed need at least one more quote. The Council asked for AL to obtain this. If not able to get quote and agree before end of March will have to wait until later in year.

BGG have recommended the paths be sprayed for weeds twice a year.

**188/21. Traffic/ Highway matters/Speedwatch:** AC reported that Speedwatch is now operating as registered with TVP system but only 5 operators have done the required training and signed up so far which is disappointing. AC is hoping to get more people from community to take part and not have to lead all of the sessions as he does now. SV suggested putting information on the Nextdoor site and the North Leigh Community Noticeboard. LW advised OCC and WODC do this a lot but needs someone to manage.

AC has obtained prices for permanent community speedwatch signs:

600 mm x 150 mm = £46.57

1m x 250 mm = £84.67 both ex vat

LW reported on the results of the survey he conducted re introducing 20 mph limit to North Leigh. The majority had been in favour so he asked for formal approval to propose this to OCC. A discussion about whether this is enforceable or not and if it would apply to all roads in the village. LW advised fine detail would be discussed when implemented. NLPC's approval was given by majority vote. A discussion was had as to which roads would be put forward for 20mph, but no decision was made.

LW also reported he is chasing New Yatt Road resurfacing plus the state of work done on A4095 by Bewley still being looked at as uneven. SV raised the issue of the state of Green Lane and the problems with water and sewerage. LW advised keep reporting to Fix My Street.

## 189/21. Finance Report

### Payments Authorised

Code	Date	Bank	Cheque No	Description	Supplier	VAT	Net	VAT	Total
Contingencies	25/02/2022	Unity Bank		Defibrillator pads	Imperative Training	S	52.50	10.50	63.00
Website design and c	10/03/2022	Unity Bank		Website design and dev	Pete Borlace	X	560.00		560.00
Cemetery Bin Manag	10/03/2022	Unity Bank		Cemetery bin managem	Grundon	S	5.47	1.09	6.56
Website design and c	10/03/2022	Unity Bank		Website design and dev	Vision ICT	S	550.00	110.00	660.00
Grass opposite Eyns	10/03/2022	Unity Bank	300002	Grass cut opposite Eyns	David Green	X	120.00		120.00
Black Alley Hedges	10/03/2022	Unity Bank	300002	Dark Alley Strim grass	David Green	X	52.00		52.00
Cemetery Bin Manag	10/03/2022	Unity Bank		Cemetery bin managem	Grundon	S	45.87	9.17	55.04
Website design and c	10/03/2022	Unity Bank		Website design and dev	Dark White Digital	X	840.00		840.00
Clerk home allowance	10/03/2022	Unity Bank		Clerk mileage and home	Allison Leigh	X	54.00		54.00
Adventure playgrou	10/03/2022	Unity Bank		Adventure Playground C	WODC	S	121.47	24.29	145.76
Cuckamus Green and	10/03/2022	Unity Bank	300002	Grass cutting - Cuckamu	David Green	X	405.00		405.00
Grass by Park Road,	10/03/2022	Unity Bank	300002	Weeding bordering Winc	David Green	X	20.00		20.00
PWLB	31/03/2022	Unity Bank		Loan payment	PWLB	X	2,411.25		2,411.25
Clerk's salary/payee	31/03/2022	Unity Bank		Clerk salary	Staff	X	526.50		526.50
						<b>Total</b>	<b>6,354.22</b>	<b>155.05</b>	<b>6,509.27</b>

## Receipts

Code	Date	Bank	Description	Supplier	VAT	Net	VAT	Total
Cemetery fees	11/02/2022	Unity Bank	Cemetery fees	E Taylor and Son	X	250.00		250.00
Cemetery fees	23/02/2022	Unity Bank	Cemetery fees	Member of public	X	35.00		35.00
Cemetery fees	24/02/2022	Unity Bank	Cemetery fees	Member of public	X	35.00		35.00
Contingencies	24/02/2022	Unity Bank	S106 Monies	WODC	X	76,848.90		76,848.90
				<b>Total</b>		<b>77,168.90</b>		<b>77,168.90</b>

- **Budget against spend:** The council reviewed the budget against spend to date. There were no comments as it seems on track. It was noted it was good to have received the S106 monies.
- **Credit card application:** The council signed the credit card form agreeing the following:
  - No cash withdrawals
  - Single payment limit of £300
  - Monthly limit of £500 agreed.

**190/21. Correspondence:** The council reviewed the correspondence.

### **191/21. Matters for report:**

JN announced will be formally resigning tomorrow evening after doing planning report.

SV expressed an interest in being on the planning sub-committee.

AC reported getting a phone call from a reporter asking about NLPC's response to the planning applications / activity at Eynsham Hall.

RG asked about needing separate email accounts for NLPC work. GM advised it is best practice to have one but not essential.

**192/21. Date and time of next meeting:** The date of the next meeting was confirmed as the 14<sup>th</sup> April 2022.

### **193/21. Report from the HR Working Group:**

The council discussed staffing matters. This was a confidential agenda item with members of the public and press excluded.

The meeting finished at approximately 9.50 pm.