

MINUTES of the Parish Council Meeting of North Leigh Parish Council held on Thursday 10th February 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), Kevin Swann (KS), Susie Cusick (SC) and Jim Nicholson (JN), Robert Gunn (RG). Councillor and District Councillor Harry St John (HSJ)

156/21. Apologies for absence: County Councillor Liam Walker (LW) (Note: There was no report from LW.

157/21. Declarations of interest: None

158/21. Minutes of the meeting held 13th January 2022: The minutes of the meeting of 13th January 2022 were approved and signed.

159/21. Parish Councillor Vacancies: The Parish Council resolved to co-opt Robert Gunn for one of the Parish Councillor vacancies. RG signed the Declaration of Acceptance form and will return the Register of Interests to AL.

160/21. Public Forum: A member of the public was in attendance to enquire about plans for the Queen's Jubilee. The council noted that the church will be holding a Thanksgiving service on Sunday 5th June followed by a community lunch centered around the Turner Hall and field.

The member of the public enquired about the possibility of using Cuckamus Green for a party. The council is happy for an event to happen there if they are keen to organize one. The member of the public will think about this.

JM noted that the bellringers will be ringing during the Jubilee weekend.

161/21. Neighbourhood Plan (NP): HSJ reported he'd sent an e-mail to those who had previously expressed interest in joining a Steering Committee. HSJ will confirm a date once decided.

HSJ also noted that the council needs to define the area of designation for the NP for West Oxfordshire District Council (WODC). AL will work on this.

HSJ stated that WODC is about to commence a review of the current Local Plan. A NP would need to comply with the Local Plan as well as national planning policies.

JM reported that the Memorial Hall Committee will be holding an event on the 20th March from 2-4pm with to enable village organisations to have a table and

promote themselves. It was suggested that the PC have a table with the proposition of a Neighbourhood Plan featured at it.

HSJ delivered his WODC report at this point in the meeting and reported the following:

- Bellway has nearly finished and all houses are sold bar one. Bellway is due to plant trees and replace dead ones. They should be gone by the end of March/beginning of April. The LEAP is due to be put in very shortly. The estate road into the development needs to be given its final surface prior to adoption by OCC.
- WODC's budget is due to go to a full council meeting at the end of February. There may be a surplus in 2022/2023, but there will be a shortfall in 2023/2024. HSJ didn't see the precept on WODCs list, so AL will double check as she did send it.
- HSJ referenced WODC's 'Hedgehog Highway' campaign which invites residents, particularly those living in urban areas, to create gaps in otherwise impassable garden fences and walls, to give hedgehogs - as well as other wildlife - greater freedom to roam, forage and breed in an effort to boost declining numbers.
- HSJ referenced OCC's Local Transport Plan. The consultation is open until 16th March 2022.
- HSJ reported that he has resigned the Conservative whip and membership. He is now an independent member for North Leigh Ward. HSJ reported he will no longer be on the WODC Planning Committee but will alternate with another member. He will be on the Environment and Economic and Social Overview/Scrutiny committees.

JM asked if HSJ was aware of when the resurfacing of the Bewley entrance/junction on the A4095 would be redone. HSJ will follow up with LW.

162/21. Communication:

- **Parish Council newsletter:** KS asked for those working on articles to have content to him by 28/2/22. The following articles are due to be in the newsletter:
 - 2022/2023 Precept – AL
 - Photo competition for the website – AL
 - WODC – HSJ

- No mow May – SC
- Library – AC to follow up
- Playground - JM

The newsletter is due to be delivered the week of the 4th April.

163/21. Website: AL reported that the working group had a discussion with the website team. AL has been working on content for the new site and added on parish council documents such as minutes and agendas.

It was noted that councillor bios need to be updated. AL will send the council about information to be provided. AL will also send the council the draft site to review. AL is waiting for the website team to provide the amenities and societies pages and once ready she will add content. AL will be writing to societies for content. JM will send AL a contact who can provide AL with a list of societies.

The council asked that the website be launched at the same time as the newsletter. AL will contact the website team about a launch the week of the 4th April.

164/21. Planning Applications:

Planning number	Address	Proposal	NLPC Comments
22/00081/HHD and 22/00082 /LBC	Church Farm Cottage Church Road North Leigh	Replacement of existing twin skin stainless steel flue to lounge wood burning stove with insulated flue. Increase height of top of chimney from current 1.5m above thatch to 1.8m above thatch.	NLPC has no comments on this planning application
21/02393/LBC and 21/02392/HHD	Thatch Cottage The Green East End	Replacement doors and windows	NLPC has no comments on this planning application
22/00028/FUL	The Bungalow Wilcote	Demolition of 2 bungalows and associated buildings and construction of a replacement dwelling. The erection of a detached garage with ancillary accommodation above, the provision of a swimming pool with associated pool building. Change of use of land to domestic curtilage.	NLPC has no comments to make on the design details of the application. The PC however, remain very concerned (as expressed on the previous application at this site) that the movement of construction equipment and vehicles delivering building materials to the site on local roads and tracks, will cause

		Associated works and landscaping.	serious damage to verges, ditches and hedges en route, and will impact on local wildlife. Should approval be granted, NLPC would require a condition limiting the dimensions and weights of such equipment and vehicles and require the applicant to repair all damage so caused.
22/00104/HHD	34 Bridewell Close North Leigh	Single storey rear extension with roof terrae above, alterations to existing roof dormer and installation of flue. (Retrospective).	NLPC has no comments on this planning application

HSJ reported that Planning application 21/03720/FUL is going to the Lowlands Planning Committee at some stage, but is not on the 28th February agenda:

44 Common Road, North Leigh

- Demolition of existing residential property. The erection of 10 detached and semi detached two storey dwellings and construction of a new access onto Common Road, with associated garaging and parking, landscaping and all enabling

165/21: Asset Register/Risk Assessment: NLPC adopted the Asset Register and Risk Assessment. AL will check with the insurers with regards to the amounts covered.

AL noted that she will work on risk assessments for the play areas and cemetery.

166/21. Open Spaces Report

- **Playgrounds:**
 - The council asked AL to check with Nigel Green as to whether he might be able to reduce the laurel hedge as well as clear the brambles on the east side prior to the refurbishment taking place. If he is unable to do so, the council will arrange for this to be done another way.
 - The refurbishing of Children's Playground is due to take place in mid-March and should take approximately 3 weeks. JM noted she will leaflet the neighbouring properties and school making them aware of the works.
 - The Children's Playground working group looked at the safety of equipment and deemed it safe for the next weeks prior to the

refurbishment. SC noted the Adventure Playground needs refurbishing and asked for this to be on the March agenda.

- HSJ raised the land near Bewley being rented and possibly used as an all-age play area.

- **Children's Playground Lease:** It was noted that the council is waiting for a response from OCC.

- **Cuckamus Green report:** SC reported that all was in good order.
- **Allotment land/parking lease:** The council is happy with the Heads of Terms. The council also discussed the possibility of reducing the rent increase.
- **Ash trees at Windmill Heights:** HSJ and SC will go and look at the Ash trees together to determine next steps.

167/21. Cemetery/Churchyard

- **Activity:** AL reported the cemetery work has been busy with transfers and memorial applications.
- JM noted that the ground is muddy above the reinforcement mesh in the cemetery car park. The council should look at some mitigation. AC and AL will take a look.
- **Mapping software:** AL noted that AC and AL have yet to meet on this.

168/21. Traffic/ Highway matters/Speedwatch: AC reported that enough residents have filled in the appropriate paperwork so the Bushnell can now be used for speedwatch.

The council asked AC to get costs for signage indicating a speedwatch area.

AL reported there had been correspondence requesting the whole of NL parish be a 20mph zone and requesting that the surfacing of Common Road is repaired. The council asked AL to refer the resident to LW with regards to the 20ph speed limit and to let him know when the resurfacing will be done.

169/21. Finance Report:

Payments authorised

<u>Date</u>	<u>Description</u>	<u>Supplier</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
10/02/2022	Training course	OALC	2.50	0.50	3.00
10/02/2022	Training course	OALC	27.50	5.50	33.00
10/02/2022	Adventure Playground Cleaning	WODC	121.47	24.29	145.76
10/02/2022	Clerk mileage and home allowance	Allison Leigh	36.00	0.00	36.00
10/02/2022	Clerk PAYE	HMRC	123.40	0.00	123.40
10/02/2022	Donation to Volunteer Link up	Volunteer Link-up	200.00	0.00	200.00
10/02/2022	Donation to Witney Baby Bank	Cogges Parochial Church Council	100.00	0.00	100.00
10/02/2022	Donation	South Central Ambulance Charity	200.00	0.00	200.00
10/02/2022	Cemetery bin management	Grundon	40.85	8.17	49.02
10/02/2022	Training course	OALC	27.50	5.50	33.00
10/02/2022	Donation to Citizens Advice	Citizens Advice West Oxfordshire	200.00	0.00	200.00
11/02/2022	Post of newsletter	Andy Clements	7.92	0.00	7.92
28/02/2022	Clerk salary	Allison Leigh	590.16	0.00	590.16
Total					1,721.26

Receipts

Date	Description	Supplier	Total
17/01/2022	Cemetery fees	Peter Smith and Son	250.00
31/01/2022	Cemetery fees	Peter Smith and Son	125.00
		Total	375.00

AC asked for the £200 donation which is in the 2021 2022 budget for West Oxford shire Citizens Advice be actioned. AL will add this to the payments.

170/21. Correspondence: The council reviewed the list of correspondence since the last meeting.

171/21. Matters for report: GM noted that the renewal of the website domain name will be coming up.

172/21. Date and time of next meeting: The date of next meeting date was confirmed as the 10th March 2022. Apologies for the March meeting were given by AL and HSJ.

The meeting closed at 9:30pm.