

MINUTES of the meeting of North Leigh Parish Council held via Zoom on Thursday 11th June 2020 at 7.30 pm.

Present: G. Matthews (Chairman), Councillors C. Frost (CF), 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)

34/20. Apologies for absence: S. Cusick (Vice Chair) and D. Fettes (DF).

At this time in the meeting. IH reported that he will be resigning as councillor at the end of this meeting. The council thanked him for all of his time and effort while on the council.

35/20. Declarations of interest: None.

36/20. Minutes of meetings held 9th April 2020 and the 14th May 2020: To sign and approve the minutes of the meetings of the 9th April 2020 and 14th May 2020. These will be signed when possible. Until then, AL will file with a note to this effect.

37/20. Public Forum: A member of the public was in attendance to listen.

38/20. District and County Councillor Reports:

Oxfordshire County Council (OCC)

LW expressed his thanks to IH for his time on the council.

LW reported that there have been no Covid-19 reported deaths in the past two weeks. He reported there has been a bit of a spike in new cases and reiterated the importance of social distancing.

LW reported that primary schools have been re-opening. He reported that parents wishing to keep their children home will not be fined. LW reported that 94% of schools had been open since the beginning of lockdown for the children of key workers.

LW reported that OCC will be receiving £2.9M for active travel measures from the government. £200K of this will be immediately available and cycling and walking areas will be focused on.

LW reported he had conducted a survey asking about residents' thoughts on a reduction in speed limit to 20mph. North Leigh had 25 respondents: 22 were in favour and 3 were against.

LW reported that Boddington Lane has had some drainage and re-surfacing work done. The contractors will be returning on the 15th of June to re-do an area not properly done in the first instance.

LW reported that Bellway will be putting in the speed humps the 29th June – 3rd July and the road will be closed at this time.

LW reported he met with Eynsham Hall regarding the cycle path between North Leigh and Long Hanborough. Eynsham Hall will put £30K towards this and Bewley Homes will put £50K towards this. The project will cost £250K and LW is working on other financial resources to fund this.

West Oxfordshire District Council (WODC)

HSJ reported that the Bewley planning application will be going to Planning Committee on Monday the 15th June with the planning department's recommendation for approval. HSJ has raised great concern with the sewage system.

HSJ has been trying to get in touch with Bellway's new site manager, but has had no response.

HSJ reported that a resident has been pressing for action to be taken on the repair of the Windmill. He reported a schedule of work has been approved and the owner now needs to contract a builder to carry out the work. HSJ will continue to press this issue. HSJ expressed concern with the disrepair of the houses across the road as well.

HSJ reported that he has been sending WODC information to AL for the website.

HSJ reported there is a Windrush Against Sewage Pollution (WASP) meeting on the 23rd June.

LW mentioned a re-organisation of Witney town centre as shops begin to re-open. The plan is to close Welsh Way between Marriotts and High Street to try and improve cycling. It was noted that there was miscommunication between WODC and OCC as there was no mention to OCC of the road closure. So, this won't be in place for Monday the 15th, but will at some point soon after.

JM mentioned that the name of Bewley's development is still listed as Marlborough Gardens on their website. HSJ will follow up on this.

39/20. Virtual Meeting Procedures: The council resolved to adopt the Virtual Meeting Procedures circulated.

40/20. Village Questionnaire: AC reported that he had circulated a draft of the Village Questionnaire and received comments. He will circulate the next draft. The council agreed that the allotments, website and the possibility of a Neighbourhood Plan should be on the questionnaire. The council discussed the best time to circulate this and would like to try for this summer. The plan would be to hand delivery paper copies with a view for them to be returned via a box in the shop. The council would like the possibility of the questionnaire to be on the website with a view to filling in online as well.

41/20. West Oxfordshire District Council Climate Change Strategy

Consultation: The Parish Council resolved not to respond as a council, but invited individual councilors to respond if they wished.

42/20. Donation Policy and Donations:

- Donation Policy: The council resolved to continue with the current donation policy of reviewing donations quarterly.
- Donation requests:
 - Oxfordshire Association for the Blind: The council resolved to donate £100 to Oxfordshire Association or the Blind.
 - Marie Curie Emergency Appeal: The council resolved to donate £50 to Marie Curie Emergency Appeal.
 - Clean Slate: The council resolved to donate £100 to Clean Slate.

43/20. Planning Applications:

<u>Planning number</u>	<u>Address</u>	<u>Proposal</u>	<u>Parish Council Response</u>
19/02736/RES	Land North And West And East Of Belclose Cottage Witney Road NorthLeigh Bewley Homes	Reserved matters pursuant to 16/04234/OUT-landscaping, appearance, layout and scale and the discharge of planning conditions 7, 8, 9, 14, 15 and 20. (Amended)	North Leigh PC repeats our disappointment that the developers have retained the reduced area of the LEAP on the northern edge of the site and have failed to discuss details of the LEAP with the PC. We understand that Thames Water have expressed doubts that their systems can cope with extra demand from developments in the parish and the surrounding area and yet have not objected to this development. This adds to

			our resolve not to withdraw our objections.
20/01095/FUL	Lyndhill East End North Leigh	Demolition of existing bungalow. Erection of a 2-story dwelling	North Leigh Parish Council has no comments on this planning application.
20/01020/HHD	Church Farm house Church Road North Leigh	Erection of a wooden children's 'tree house' – a raised timber shelter nestled within surrounding trees for the purpose of providing a play space for children.	North Leigh Parish Council has no comments on this planning application.

It was noted that the council had received a revision to planning application 20/00488/HHD, Chalfont, East End after the agenda was published. This was for a repositioning of a garage on the front drive. The council had no comments to the initial planning application and has decided not to comment this time either.

44/20. Open Spaces Report

- **Playground Inspection/ reports:** AL reported that her and SC had been to the Children's Playground today. All was in order other than a large amount of pigeon droppings. AL and SC will discuss the cleaning of this. AL and SC met a tree surgeon who will provide a quote for a tree survey. AL has another contractor coming next week.

JM reported she had been to the Adventure Playground and the grass was looking tidy.

- **Cuckamus Green report:** CF reported that all is in order at Cuckamus Green. AL asked if CF had heard from David Green about the low branches as she had left him a voicemail, but she has not. AL will follow up again.

A discussion was had around the erosion of the edges of Cuckamus Green. It was reported that this is caused by resident parking. The council discussed the possibility of putting stones along the boundary. AL

will ask DF about the paperwork mentioned on the boundary and/or search in the files for this information.

- **Management of Roadside Verges:** The council discussed the proposal from the Cotswold Conservation Board. North Leigh agrees with this proposal that less cutting of verges is beneficial for biodiversity. North Leigh's verges are cut by OCC once per year. If another cut is needed from a sightline point of view for safety, the council will do another cut, but agrees that less cutting of the verges is to be desired.

45/20. Cemetery/Churchyard

- **Activity:** There has been one ashes burial and a few memorial stone applications. AL has had a few requests for stones on recent burials and has made the funeral directors/stone masons aware that stones cannot be placed until at least 6 months after burial.
- **Fees:** A proposed fee schedule was circulated. A few comments had come via e-mail. The council overall was in agreement with the fees, but would like some re-ordering for clarity. AL will update and re-circulate. The council agreed that the fees should go on the website once agreed.
- **Cemetery / Church / Turner Hall carpark sign:** Steve Legg of the Parochial Church Council (PCC) proposed a sign at the entrance to the Cemetery/Church/Turner Hall car park to clarify that this is primarily for cemetery, Turner Hall and church users. The council agreed to this sign.

46/20. Finance report:

<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>
Staff Costs	Staff Costs	103014	466.37	0.00	466.37	30/06/2020
Allison Leigh	Clerk expenses	103015	45.00	0.00	45.00	11/06/2020
WODC	Adventure Playground cleaning	103016	120.15	24.03	144.18	11/06/2020
BGG	Grass cutting at Cemetery and churchyard	103017	500.00	100.00	600.00	11/06/2020
Grundon	Bin collection from cemetery	Direct Debit	41.70	8.34	50.04	30/04/2020
Oxfordshire Association for the Blind (OAB)	Donation	103018	100.00	0.00	100.00	11/06/2020
Marie Curie	Donation	103019	50.00	0.00	50.00	11/06/2020
Clean Slate	Donation	103020	100.00	0.00	100.00	11/06/2020
<u>Receipts</u>						
<u>From</u>	<u>Item</u>		<u>Amount</u>		<u>Total</u>	<u>Date</u>
No receipts						

Bank Reconciliation

Cash in Hand 1/4/20	58780.01
Add total receipts as of 31/5/2020	20500.00
Subtract Total payments as of 31/5/2020	6732.12
Cash in Hand 30/4/2020	72547.89
*****	*****
Community Account balance 31/5/2020	15353.63
Business Money Manager Account Balance 31/5/2020	57336.00
Less unrepresented cheques:	
Cheque 102989	20.00
cheque 103012	121.74
Total	141.74
Plus unrepresented receipts	0.00
Adjusted Bank Balance	72547.89

47/20. Items for Website: HSJ reported he is working on a history piece for the website.

JM asked if the roadworks could be place into the calendar section of the website.

48/20. Correspondence:

a) The issue of the cutting of the grass in the churchyard was raised. AL reported that the PCC has presented an order of the closure of the churchyard from 1996. HSJ and the PCC believe that at that time the PCC and the Parish Council came to an agreement that the Parish Council would take care of the ground maintenance of the churchyard. This decision was based on the Local Government Act 1972, which states that the maintenance of a closed churchyard by the Parish Council is allowable with such an agreement having been minuted. AL and HSJ are working on finding the minutes from that time/meeting.

Steve Legg reported the that PCC are very grateful to the council for their maintenance of the churchyard over the years and hope that this can continue.

The council agreed that the maintenance will continue whilst the issue is being resolved.

b) AL reported she had an e-mail from someone who has a monitoring system to protect the elderly in their homes. The council agreed that this would be most appropriate for the public noticeboards rather than the website. AL will contact him.

c) GM reported he had an e-mail from a resident asking if the nettles could be strimmed down the alley in between Park Road and Windmill Road. HSJ has offered to strim this.

49/20. Matters for report: CF reported that there had been a recent issue with people in the car park at the allotments involved with drugs. Action has been taken.

GM reported that trees and hedges by the New Yatt business park had been decimated. IH reported that he had spoken to the person cutting these and they indicated that they had a problem with branches coming down. GM feels it is looking very poor.

Date and time of next meeting: Thursday, 9th July 2020 at 7.30pm.

The meeting closed at 9:10pm