

MINUTES of the Parish Council Meeting of North Leigh Parish Council (NLPC) held on Thursday 14th December 2023 at 7:30pm in the Turner Hall, Church Road, North Leigh

Councillors Present: Andy Clements (Chair), Councillors Kevin Swann (KS), Malcolm Shead (MS), Fran Jeffes (FJ), Sarah Veasey (SV) and Robert Gunn (RG)

In attendance: Allison Leigh, Clerk, Members of the public

142/23. Apologies for absence: Councillors Susie Cusick (SC), Carol Frost (CF), Julie Minch (JM), County Councillor Liam Walker (County Councillor) and District Councillor Harry St John (District Councillor)

143/23. Declarations of interest: None.

144/23. Minutes of the following meetings:

- Parish Council Meeting held 9th November 2023: SV had changes to the minutes. This has been deferred to the January meeting.
- Neighbourhood Plan meeting held 16th November 2023: The minutes were agreed and signed.

145/23. Public Forum:

- A member of the public was in attendance to comment on the Rosehill application. They commented on the timing of the application being problematic in going in at the Christmas period with comments due on the 4th January. They also noted the footprint is still very large, too high, too big for development and registered their strong objections to the application.
- Another member of the public was in attendance to raise concerns about traffic safety around North Leigh Primary School. They noted that there should be a dropped kerb near Marlborough Gardens which was part of the planning conditions. They suggested signage as well as a risk assessment would be very useful. It was also noted that Windmill Road is dangerous to drive and walk. The Chair asked for this to be on the January agenda.

146/23. Reports from the County Councillor and District Councillor:

West Oxfordshire District Council (WODC)

The District Councillor was not in attendance, but sent the following report:

The Waterways day hosted by WODC was well attended. Thames Water (TW) updated us with their plans which has been delayed to Nov 2025. It was noted that this deadline may slip if there are funding issues.

TW still haven't adopted the sewers on the Bellway estates but they have applied to have them adopted.

The District Councillor is awaiting a list of the sites put forward by landowners in the Parish/Ward to the West Oxfordshire Local Plan review consultation.

There is a planning application for the solar farm at Ramsden which is open for comment at the moment. A solar farm down New Yatt Road was refused last week due to impact on listed buildings and landscape impact.

The District Council met with the Oxfordshire County Council (OCC) cabinet member for highways Thursday morning (14th December) about the speed limit on the A4095 seeking it to be reduced to 40 mph from Common Road junction all the way to Long Hanborough.

OCC

The County Councillor was not in attendance, but sent the following report:

He and the District Councillor attended the cabinet member decision meeting about the A4095 changes at Eynsham Hall. These were obviously approved and the County Councillor pointed out the error with regards to the work being done before the consultation ended. Officers have though confirmed that changes to the 40mph along the A4095 will be included in the 20mph consultation for the village He expects designs and consultation for this and the 20mph to take place early next year.

147/23. Action items and Clerk's Report: The Council acknowledged the action items and Clerk's Report.

The Chairman moved item 151/23 to this point in the meeting.

151/23: Planning Applications:

- [23/03086/HHD | Alterations including two storey side and rear extensions, replacement roof to create additional ground, first and second floor accommodation and works to fenestration | Rosehill Green Lane North Leigh Witney Oxfordshire OX29 6TW \(westoxon.gov.uk\)](#)
 - The Council resolved to object to this planning application. SV will write and send a response to the Clerk by Tuesday, 19th December.
- **North Witney Consortium:** It was noted that 3 councillors will be attending a meeting on this subject held by Hailey Parish Council in January.

- **Solar Farms:**

- **Botley West Solar Farm:** RG reported that he has attended recent meetings about Botley West Solar Farm. He noted that it could be useful for NLPC to give its views on the adequacy of the consultation by WODC in the new year. A member of the public noted it could be useful for Councils to coordinate responses.
- **Akeman Solar Farm:** [23/02917/FUL | Installation of a ground mounted solar PV, energy storage system together with associated infrastructure; security fencing, CCTV, access track, cable route, landscaping and onsite biodiversity net gain. | Land South Of Ramsden Akeman Street Ramsden Oxfordshire \(westoxon.gov.uk\)](#)

The Council resolved to object to this application on how it affects the parish of North Leigh. SV will send a response to the Clerk by Tuesday, 19th December.

- It was noted that planning permission was refused for the solar farm on New Yatt Road.

Planning Decisions

| <u>Planning number</u> | <u>Address</u> | <u>Proposal</u> | <u>WODC decision</u> |
|-------------------------------|---|--|-----------------------------|
| 23/02382/HHD | Rosehill Green Lane North Leigh OX29 6TW | Extensions and alterations to rear and side including replacement roof to create additional ground and first floor accommodation | Permission refused. |
| 23/02029/S73 | Eynsham Hall North Leigh OX29 6PN | Variation of condition 2 of planning permission 20/01756/FUL to allow the provision of 2no Padel tennis courts and associated works instead of the approved tennis courts. | Permission granted. |
| 23/02456/HHD | The Cottage East End North Leigh | Erection of single storey side extension | Permission granted. |
| 23/02697/CND | Eynsham Hall North Leigh Witney Oxfordshire OX29 6PN | Discharge of Condition 23 (drainage scheme) from permission 20/01756/FUL | Permission granted. |

148/23: North Leigh Library: The Council resolved to continue with funding. The Chairman and Clerk will discuss the logistics of funding from a legal perspective.

149/23: Finance:

- **Budget 24/25:** The Council considered the 2025 budget and resolved the following:
 - **2024/2025 budget:** £69,758.00
 - **2024/2025 precept:** £67,558.00
- **Finance report:**

The following payments were authorised:

| Date | Description | Supplier | Total |
|--------------|------------------------------------|--------------------------------------|------------------|
| 31/12/2023 | Clerk salary | Allison Leigh | 1,100.44 |
| 14/12/2023 | Room hire | North Leigh Parochial Church Council | 60.00 |
| 14/12/2023 | Windmill Heights Shrubs and Hedges | BGG | 498.00 |
| 14/12/2023 | Cemetery and church grass cutting | BGG | 540.00 |
| 14/12/2023 | Parish Online Subscription | Parish Online | 120.00 |
| 14/12/2023 | Training course | OALC | 66.00 |
| 14/12/2023 | Training course | OALC | 72.00 |
| 14/12/2023 | Donation | North Leigh Scout Group | 5,755.38 |
| 14/12/2023 | Adventure Playground refurbishment | Broadleaf Services | 1,200.00 |
| 14/12/2023 | Web hosting and WordPress updates | Dark White Digital | 35.00 |
| 14/12/2023 | .gov.uk training | Dark White Digital | 43.75 |
| 14/12/2023 | Clerk mileage and home allowance | Allison Leigh | |
| 14/12/2023 | Clerk mileage and home allowance | Allison Leigh | 96.43 |
| 14/12/2023 | Speed Signs | Morelock Signs Ltd | 10,373.85 |
| 14/12/2023 | Cemetery bin management | Grundon | 61.36 |
| 14/12/2023 | Adventure Playground refurbishment | Proludic Ltd | 5,950.76 |
| 18/12/2023 | Bus shelter cleaning | Multi Hands | 110.00 |
| 14/12/2023 | Windmill Heights Shrubs and Hedges | BGG | 249.00 |
| 14/12/2023 | Adventure Playground Mowing | BGG | 300.00 |
| 12/12/2023 | Pension contribution | NEST | 98.51 |
| 26/10/2023 | Parking | Westgate Shopping Centre | 8.20 |
| 06/11/2023 | Paper | Appleton Community Shop | 4.55 |
| 08/11/2023 | Office supplies | WH Smith | 17.67 |
| 14/11/2023 | Postage | Post Office Ltd | 7.34 |
| 14/11/2023 | Postage | Post Office Ltd | 3.90 |
| 15/11/2023 | Council mobile phone | Lebara | 6.95 |
| 30/11/2023 | Lloyds monthly fee | Lloyds Bank | 3.00 |
| Total | | | 26,782.09 |

The following receipts were received since the last meeting:

| Date | Description | Supplier | Total |
|--------------|--|-------------------------|---------------|
| 27/11/2023 | Refund from WODC for Adventure Playground Cleaning | WODC | 320.68 |
| 02/11/2023 | Cemetery fees | Greens Funeral services | 125.00 |
| 02/11/2023 | Cemetery fees | Marilyn Johnson | 35.00 |
| 30/11/2023 | Cemetery fees | Peter Smith and Son | 125.00 |
| Total | | | 605.68 |

- **Transfer of funds from Instant Access to Current Account:** The Council reported that £25,000 had been transferred from the instant access account for cash flow. The Clerk noted that she will work on a Scheme of Delegation and put this on an agenda in the new year.
- **Training:** It was noted that there were no requests for training courses.

150/23: Committees:

- Reports
 - Neighbourhood Plan (NP) Committee: The NP submitted a report. See Attachment 1. KS reported there will be a meeting on the 19th December and that a grant from Locality has been received. The Committee is looking at proposals from consultants. The Council resolved to give members of the Committee access to Parish Online.
- Staffing Committee – Andy met with SC who reported the Staffing Committee will have a meeting early in new year.
- Planning committee – SV reported that she is waiting for the list of sites for WODC's Local Plan in order to for the Council to comment. The Chair thanked SV, KS and RG for attending a meeting in East End regarding planning.

152/23: Adventure Playground

- The Clerk noted the lease for the Adventure Playground is still with WODC's legal team for review.
- The Council resolved to hold a strategy/working group meeting to work through the discussion of the Adventure Playground and other land in January or February

153/23: Youth Council: The Council would like to delay the consideration of implementing a Youth Council to be to an agenda following the strategy meeting.

154/23: Tree works: It was noted that the Clerk has received 2 quotes for tree works and will look for a 3rd as well as look to clarify one of the quotes. This will be on the January agenda.

155/23: Litter Pick: The Council resolved to hold a litter pick in early 2024.

156/23: Biodiversity: The Council acknowledged the statutory duty coming in January for councils to consider biodiversity initiatives from time to time.

- Coronation Orchards: The Council considered the correspondence with regards to Coronation Orchards, but noted there is no land for this.
- Community Action Groups Oxfordshire: Recovery Networks: MS noted he had filled out this survey.

157/23: Correspondence:

- The Council acknowledged the correspondence list.

158/23: Matters for report: None.

Date and time of next meeting: The next meeting of the Parish Council will be on Thursday, 11th January 2024 at 7.30pm in the Turner Hall.

The meeting closed at 9:45pm.

North Leigh Neighbourhood Plan Committee Update for Parish Council Meeting of 14th December 2023

Meetings

- Since the last Parish Council met, the North Leigh Neighbourhood Plan (NLNP) Committee held a meeting on 16th November.
- We have scheduled the next full meeting of the committee for 11th December.
- The committee meeting agendas and minutes are being posted on the North Leigh Parish Council website.

Membership

Robert Gunn, Steve Legg (Secretary), David Painter, Kevin Swann (Vice Chair), Sherard Veasey (Chair), Judith Wardle.

The committee was pleased to welcome five residents to its last meeting and it is hoped that some of these will join the committee.

Obtaining Consultancy Support for the Neighbourhood Plan

Neil Homer of ONeill-Homer had provided a quotation on 2nd October for work to support the development of the Neighbourhood Plan.

It was decided to approach two other planning consultancies for quotes – Community First Oxfordshire and Bluestone Planning.

The committee also considered the approaches chosen to the development of the Neighbourhood Plan by a couple of other local parishes.

Budget to be presented to the Parish Council and progressing the grant application

The Committee will produce a budget to be presented to the Parish Council that sets out the costs of developing the Neighbourhood Plan and the expected sources of income.

We will also hope to progress our grant application with Locality, although this has taken longer than expected as the application process is quite stringent.