

DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE JUBILEE HALL ON 17th JUNE 2024

Present: Mrs Caroline Hjorth (Chair)
Mrs Margaret Poole
Mr John Poole
Mr Ray Hudson

Ms Barbara Drysdale (Clerk)

Also present were: Mrs Jean Senior (LRPG&H) and 3 residents

Apologies were received from: Cllrs Duncan Boulton & Les Gordon (LPC), Cllr Freddie van Mierlo (OCC)
& Cllr Georgina Heritage (SODC)

Item 1: MEMBERS’ DECLARATION OF INTEREST

None were received.

Item 2: APPROVAL OF THE MINUTES OF THE MEETING OF THE PARISH COUNCIL

The minutes of the parish council meetings held on 13th May 2024 were accepted as being a true record of proceedings by councillors and signed accordingly by the Chair.

Item 3: MATTERS ARISING FROM PREVIOUS MINUTES

- Internal Auditor’s report: Clerk will now publish draft minutes ahead of formally approved Minutes.
- Village shop tenancy agreement has now been completed; opening date tbc

Item 4: PUBLIC PARTICIPATION IN SESSION

No requests had been received by the Clerk.

Item 5: THAMES VALLEY POLICE

There was no police report.

Item 6: DISTRICT AND COUNTY COUNCILLORS’ REPORTS

The council noted the receipt of the monthly report from Cllr Heritage (SODC) and apologies from both Cllr Heritage and Cllr van Mierlo (OCC).

Item 7: FINANCE

a) The council received and noted a budgetary control report for the year to date from the RFO which showed balances as of 12th June 2024:

- Treasurers Account: £3,890.82
- Business Savings Account: £18,246.47
- Hall Account: £9,199.90

And noted that the RFO transferred £2,000 from LPC’s savings to Treasurers account.

Cllr Ray Hudson signed the monthly cashflow.

b) The council approved payment of the following outstanding accounts:

- i) Enrych Donation £100.00 S.137 LGA 1972

Chair:

Date:.....

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|---|---------------------|---------|------------------------------|--------|
| ii) BGG | Grasscutting | £135.60 | S.19 PG(MP)A 1976 | Chair/ |
| iii) Allen Landscaping | Grasscutting | £192.00 | S.19 PG(MP)A 1976 | RH |
| iv) B Drysdale | Petty cash uplift | £100.00 | S.112(2) LGA 1972 | |
| v) Tencer | Hall boiler repairs | £985.20 | S.111 LGA 1972 | |
| vi) Pet Waste Solutions | Dog bin emptying | £92.95 | S.111 LGA 1972 | |
| vii) Lewknor PCC | Allowance | £200.00 | S.137 LGA 1972 | |
| viii) South Weston PCC | Allowance | £100.00 | S.137 LGA 1972 | |
| ix) BGG | Grasscutting | £135.60 | S.19 PG(MP)A 1976 | |
| x) Community Heartbeat | Defib battery | £357.00 | S.234 Public Health Act 1936 | |
| c) The council noted that the Clerk had re-enrolled LPC with the Pension Regulator (following a long email conversation during which it became clear the Regulator had not properly registered LPC's submission in 2016). The Clerk again formally turned down the offer of a pension. The next re-enrolment will be due in 2026. | | | | |
| d) The council discussed a donation request from the Marie Curie charity and formally agreed to give £75. | | | | Clerk |

Item 8: PLANNING

- a) The council considered the following new applications:
- i) P24/S1542/FUL Lancing, 11A Weston Road, Lewknor
 Division of site. Construction of a new house and retention of existing bungalow
 The council formally agreed to make a response to this application, raising several issues: the hedgerows, replanting of trees, orientation of the proposed building and to highlight that contrary to what was stated in the application, Lewknor's NP had been fully approved and was in operation. It was agreed that Cllr John Poole would draft LPC's response to be approved via email by other councillors and then submitted by the Clerk. JP/
Clerk
 - ii) P24/S1722/AG Knapp Wood Farm, Hill Road, Lewknor
 Erection of a agricultural barn Clerk
 The council formally agreed to support this application
 - iii) P24/S0837/HH Sheep Brook Cottage, Nethercote Lane, Lewknor
 Two storey front and side extension and internal alterations Clerk
 The council formally agreed to support this application
- b) The council noted the status of the following applications:
- i) P24/S0616/HH Sheep Brook Cottage, Nethercote Lane, Lewknor Decision awaited
 Detached Oak frame garage on existing concrete base with storage
 & home office in roof space
 And noted an amendment reducing the size of the garage
 - ii) P24/S1016/DIS Moorcourt Barn, Weston Road, near Lewknor Discharged
 Discharge of conditions 7(access), 10(hard landscaping) and 11(soft landscaping)
 on application P20/S0909/FUL (1. Demolition of existing green barn, closure of
 access to footpath track. 2. Erection of 1 dwelling with new access, garage, outbuilding
 and associated works. 3. Provision of additional parking/car storage area to adjoining
 commercial unit (at The Barn/Str8six).
 - iii) P24/S1451/DIS Aston Rowant National Nature Reserve Carpark Sunken Way Walk
 Near Lewknor
 Discharge of condition 3 (landscaping (incl access road and hard standings) on application
 P23/S4282/FUL Discharged

Item 9: HIGHWAYS AND TRANSPORT

- a) Salt Lane Bridge steps: The Clerk told the council that there had been no response to her

Chair:

Date:.....

emails concerning LPC’s request for further work to be carried out. Cllr Margaret Poole told the meeting that she and Cllr John Poole had cleared the steps because they had become slippery due to wet leaves.

b) Salt Lane to Nethercote Lane path. It was noted that horse riders had not been seen on the path recently. The Clerk quoted the central government website that stated all designated Public Footpaths were solely for people on foot.

c) Hill Road steps: The Clerk told the council that OCC was in the process of drawing up a design for the handrail but that this was proving more complicated than first thought which could push up the cost.

d) Site meeting with Highways Engagement team: This had been set for 31st July and the Chair and Cllr John Poole would attend.

Chair/
JP

e) Flooding: the Chair told the council that she was now in discussions with an OCC official about LPC’s request for regular maintenance work to be carried out to prevent flooding. She told the meeting that this officer would attend the meeting with the Highways Engagement Team.

f) The Clerk was instructed to report the badly overgrown pavements along the A40 between Postcombe and the Thame turning.

Clerk

The Chair told the meeting that OCC was arranging for work to be carried out on both bus shelters on the B4009.

Item 10: CIL

Cllr John Poole told the meeting that the new planters for Postcombe had been delivered and would be installed in the coming week.

Item 11: DOG BINS

The Clerk told the meeting that OCC had said it had no objection to one of the Lewknor village dog bins being moved to outside the village hall.

The Council agreed that the Chair would arrange this and it formally approved a quote from Allen Landscaping of £130 +VAT.

Chair/
Clerk

The Chair would then provide what3words locations to the Clerk could pass on the change to Pet Waste Solutions who empty the bins.

Item 12: PROPERTY REGISTER

The council approved the updated Property Register which now includes the new Postcombe planters (now on LPC website).

Clerk

Item 13: VILLAGE HALL

The council discussed the urgent need to replace both boilers in the village hall with Mrs Senior (chair of LPRG&H) who explained that both boilers were failing. It was agreed that 3 quotes would be sought: one from the present contractor, Tencer; and two others which would be arranged by Cllr John Poole and Cllr Hudson.

JP/RH

The council also discussed the Clerk’s research into the possibility of installing solar panels on the hall roof. It was agreed that the Clerk would contact two installers to get advice on the feasibility and projected cost.

Clerk

The Clerk told the meeting she had arranged an appointment with SODC grants department on 18th July at Chinnor Village Centre to discuss both projects; the Chair and Cllr Hudson would also attend.

Chair/
RH/
Clerk

Chair:

Date:.....

Item 14: DEFIBRILLATORS

The Chair said she was still trying to arrange a date for a training session for residents. It was agreed this item would be held over until LPC's July meeting.

Chair/
Clerk

Item 15: CORRESPONDENCE RECEIVED

- LPC had been copied in on an email from a Barley Close resident to SOHA raising concerns about the condition of the close; no response from SOHA so far.
- A woman had emailed the Clerk complaining about safety at bus stops on B4009; the Clerk had replied and forwarded to OCC Councillor Freddie van Mierlo.
- The council noted an email from Savills suggesting a site meeting.

The Clerk reminded all that July's meeting had been moved to Wednesday 10th July.

The meeting closed at 9.45pm

Chair:

Date:.....