

DRAFT MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE JUBILEE HALL ON 9th SEPTEMBER 2024

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

Ms Barbara Drysdale (Clerk)

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

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 meeting held on 19th August 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

There were no matters arising that are not covered under other items.

Item 4: PUBLIC PARTICIPATION IN SESSION

There was none.

Item 5: THAMES VALLEY POLICE

There was no police report.

Item 6: DISTRICT AND COUNTY COUNCILLORS’ REPORTS

The council noted receipt of Cllr Heritage’s monthly SODC report and apologies from absence from both SODC and OCC councillors.

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 4th September 2024:

- Treasurers Account: £1,013.32
- Business Savings Account: £15,280.95
- Hall Account: £8,214.70

Vice chair and finance councillor, Duncan Boulton, signed the Cashflow spreadsheet. The council noted receipt of LPC’s second half of its precept (£10,000) and noted that the RFO had transferred £6,000 from LPC’s Treasurers account to its savings acc
The council agreed the RFO should contact Lloyds about their proposed change to rules on closing accounts.

Clerk

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

- i) Community Heartbeat New defib pads £112.74 S.234 Public Health Act 1936
- ii) Community Heartbeat Community seminar £210.00 S.111 LGA 1972

JP/RH

Chair:

Date:.....

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| iii) Moore | External Audit | £252.00 | S.111 LGA 1972 |
| iv) PetWasteSolutions | Dog bin emptying | £92.95 | S.111 LGA 1972 |
| v) BGG | Grasscutting | £135.60 | S.19 PG(MP)A 1976 |
- c) The council formally received and approved the new Financial Regulations (on LPC website)
d) The council noted that LPC had passed its external audit with no major comments.

Item 8: PLANNING

- a) The council considered the following new application:
P24/S2648/HH Sheep Brook Cottage, Nethercote Lane, Lewknor
Two storey side extension, the addition of dormer windows
in the loft and internal alterations
The council agreed to make a Response with the following comments:
The new planning application made is of a completely different design in relation to the first application which was withdrawn. It was noted that the new application seeks to add a third floor level and a side 'wing' extension. In trying to determine a suitable view there are concerns that the following haven't been addressed:
- the accompanying documentation does not accurately reflect this new planning application yet seeks to rely on the original accompanying reports for a different design of building which occupied a different footprint.
- Lewknor parish council understands that there is still a bat survey to be completed and submitted which is referenced in the ecological report. Until this is complete it is unclear how the applicants will address the issues.
- the parish council also notes that the square meterage for this proposal is not included in the proposed drawings.
In order for this application to be assessed the documentation needs to be revised and submitted such that the council can accurately assess the proposal in conjunction with the Local Neighbourhood Plan to reflect the impact of the proposal. Until this is done the council cannot constructively support or object to this application.
- b) The council noted the status of the following planning applications:
i) P24/S1948/FUL & P24/S1949/LB Knapp Farm, Weston Road, Lewknor
Conversion and extension of a barn, stable (including demolition of the stables lean-to) and garage block to create 4 dwellings together with a separate outbuilding, bin store, car and cycle parking and associated works, with a new (i) vehicular and pedestrian access and (ii) pull in area and field access, both off Weston Road Decision awaited
Plus amendment: Arboricultural Impact Assessment
ii) P24/S2107/HH Poplar Cottage Box Tree Lane Postcombe
Replacement of outbuilding to form residential annexe Approved
c) The proposed solar farm: the council noted the newspaper article published about the residents meeting held about this proposed development; and the response from Solar2's agent. It was agreed no action was required at this stage.

Item 9: HIGHWAYS AND TRANSPORT

- a) Hill Road handrail: no update as the OCC officer leading this project was away.
b) Salt and salt bins: it was agreed that no further salt or salt bins were required.
c) 127 bus: it was agreed LPC would respond to OCC's call for comments, saying the parish council welcomed the reintroduction of this bus (twice weekly) which was being well used. Clerk
Shirburn chicane: it was agreed that Cllr Hudson would respond to this consultation. RH
Roads needing resurfacing: the council instructed the clerk to respond to OCC's request for feedback, asking for the following roads to be resurfaced: Clerk

Chair:

Date:.....

Box Tree Lane, Lower Road, Nethercote Lane and Church Lane.
Flytipping in Nethercote Lane: the council thanked Cllr Hudson for reporting the huge amount of rubbish dumped last week. The SODC flytipping officer was praised for coming out personally to inspect and getting the rubbish removed the same day.

Item 10: VILLAGE HALL

The council noted confirmation of its quote acceptance from UK Solar Energy and that the Clerk and Vice Chair had submitted the two grant applications (to SODC and SSEN).

It was also noted and welcomed that LPC was getting a free energy audit carried out on the hall. This was set for 19th September at 3.45pm and would be attended by the Vice Chair (Cllr Boulton) and the Clerk; the hall committee chair would attend when possible.

The Vice Chair gave an update on the two boilers: one was still working; the burner on the other was off site, being examined in the hope it could be repaired as the burners were now obsolete; if it could not be repaired, a new boiler would have to be purchased. Cllr Boulton would give an update as soon as possible.

DB

The Chair told the council about hall committee’s concern over Martyn’s Law and the impact this could have on the functioning of the hall. It was agreed that the Clerk would forward this to the new local MP (and OCC councillor) Freddie van Mierlo.

Clerk

Item 11: OALC MEMBERSHIP

The council discussed the proposed increase in membership fees (to £200 +VAT per annum) and agreed to support the rise. But it was agreed that LPC would pass on its request that the timing of key training sessions needed to be reassessed as they were being held during working hours when LPC councillors were committed to their day jobs.

Clerk

Item 12: INTERNAL AUDITOR’S REPORT

The council went through the recommendations made by the Internal Auditor. LPC’s responses and actions were listed on the report which is published alongside these Minutes.

DB/

The council formally delegated the Vice Chair (with the Clerk) to make arrangements for next year’s Internal Audit following the council's formal decision to appoint a new auditor.

Clerk

Item 13: WEBSITE & EMAIL ADDRESSES

The council noted that the LPC website now had its SSL lock and that councillors all now had gov.uk email addresses. The Vice Chair would chase VisionICT to carry out its MOT of the LPC website which was paid for last month.

DB

Item 14: CLERK VACANCY

The clerk told the meeting that there had been no applicants so far. It was agreed that she would advertise the vacancy on Indeed and in the next edition of Grapevine. She also told the council that there was the possibility of hiring a locum clerk if no suitable candidate was found.

Clerk

Item 15: CORRESPONDENCE RECEIVED

There was none.

The meeting closed at 9.45pm

Chair:

Date:.....