

MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE JUBILEE HALL ON 10th MARCH 2025

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

Mrs Donna Evans (Clerk)

Also present was: Cllr Georgina Heritage (SODC) – 8.25pm – 9pm, Gavin Gallagher (Planning Director, Rainier), David Murray-Cox (Planning Director, Turley) and 4 members of the public.

Apologies were received from: Cllr Margaret Poole and Cllr Duncan Boulton

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 10th February 2025 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: FUTURE DEVELOPMENT OF THE PARISH

Gavin Gallagher (Rainier) asked to meet with the Parish Council following our February meeting where Savills were present to discuss the future development of the parish.

Gavin confirmed that they wanted to complete survey work before they came to speak with us but this had been noted by residents. He also confirmed that they will be completing community engagement, in the form of a leaflet/newsletter, there are no plans to deliver a presentation to the community at this stage. The previous application for use of the land in question was dismissed but the inspector did give an indication of what might be more appropriate should another application be submitted. Rainier confirmed that they have taken a strong steer from that guidance when putting together the current outline plans. Rainier confirmed that they have engaged with SODC with the pre-app for this proposal and the quantum of development that might be appropriate. The proposal is for up to 25 homes, less than 1 hectare of the site with open space, tree belt, open planting, biodiversity/net gain. They have identified a play area on the site but this is something that they are happy to discuss further with the parish as they already have a playground by the village hall. Rainier noted that the parish are unlikely to support an application but they are here to engage and if there are things that the parish would like Rainier to consider on the site/not on the site, contributions towards then they are willing to discuss this further, this would come under section 106. Plans for the site were shared with the councillors and the members of the public present. The councillors asked about the breakdown of the site but it was stated that this is an out line application so they would not get into that level of detail however the mix is 40% affordable, this equates to 15 market, 10 affordable with a mix of 1/2/3/4 bed properties but it is more steered towards the 2/3 bed properties. It was noted about a path going up to the B4009, which was one thing that the parish did

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not want due to the huge levels of parking, potential vandalism it could bring to the village. Rainier stated that they have tried to get the balance between what the parish wanted and what the highways authority have requested. It was stated by Rainier that the pre-app did not show the pathway leading out onto the main road but Highways response to the re-app said that this had to be in there, this would be level access. Rainier did state that they would take this back and discuss further with Highways. The parish council asked about the position of the development and where it will sit within the site. Rainier stated that in the feedback with the previous application there was much said about the contour line so this time they have intentionally stayed below the 125-contour line. The councillors asked about the timeframe, and it was confirmed that the next stage is a formal consultation with the whole parish for a minimum of 2 weeks, these responses would then be collated into a report and considered. Following this consultation, they will take a view as to whether a presentation to the parish would be needed but this is not currently the plan. Rainier confirmed that they are happy to have an open dialogue with the parish council and this would come through the clerk. It is thought that Rainier will be ready to make an application in 4-6 weeks once all documents and plans have been reviewed following discussions and consultations. Rainier confirmed that all survey documents to support an application are nearly complete.

The parish council asked about the local plan (district and neighborhood) and Rainier confirmed that they have engaged with the process of both local plans.

Rainier confirmed that Turley are appointed as planning consultants and once they go to the they will be appointing the house builders.

The parish council asked about the possibility of it becoming more houses as what is shown is only going to be an outline submission. Rainier confirmed this is going to be an 'up to' 25 houses, they are not proposing any more than 25 and it will incorporate the parameter plans. Turley's stated that if someone wanted to build more on the site then they would have to go out and get planning permission for that from the district council.

The council asked if they would see the responses to the consultation and it was confirmed that there would be a statement collated that would either be a stand-alone statement or incorporated into the planning that would be visible to the parish council.

Clarity was sought over the 'affordable' housing that will be offered, Rainier stated that they are happy to discuss this further with the parish council.

The council asked about management of the estate and it was confirmed that there are two options available here for either the parish council to manage it or a management company are employed. It was also noted that there is no unadopted land at the front of the estate as it is owned by All Souls College and/or Highways so all land is adopted.

It was also confirmed by Rainier that new building regs state new homes have to be installed with an EV charger. The council noted that further questions would arise as more detailed plans are put together for submission, this includes more sustainable energy solutions.

The parish council thanked both Gavin and David for attending the meeting before they left.

Item 6: THAMES VALLEY POLICE

There was no police report.

Item 7: DISTRICT AND COUNTY COUNCILLORS' REPORTS

The council noted receipt of monthly reports from both Cllr Heritage (March) and Cllr van Mierlo (February report).

Cllr Hudson noted that the more recent reports tended to focus more on SODC than towards parish life. Cllr Heritage was grateful for the feedback and did clarify that there seemed to be a lot going on

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at the moment in SODC to feedback to the parish. Cllr Heritage noted that she is going to chase Andrian Duffield regarding the parish councils concerns around planning.

Item 8: 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 March 2025:

Treasurers Account: £13,150.37

Business Savings Account: £ 10,376.19

Hall Account: £7,610.50

And noted that the RFO has transferred £5,000 from LPC's savings to Treasurers account.

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

i) Community First Oxfordshire	Membership	£55.00	S.137 LGA 1972
ii) Friends of the Ridgeway	Membership	£15.00	S.137 LGA 1972
iii) CPRE membership	Membership	£36.00	S.137 LGA 1972
iv) LPRG&H	Hall Rental	£84.00	S.111 LGA 1972
v) OALC	Subscription	£240.00	S.143 LGA 1972
vi) Greenbarnes	Noticeboards	£4073.28	CIL
vii) Oxfordshire Pension Fund	Pension cont. March	£150.79	S.112 (2) LGA 1972
viii) PetWasteSolutions	Dog bin emptying	£92.95	S.111 LGA 1972
ix) D Evans	Clerk's expenses	£36.18	S.112(2) LGA 1972
x) Allen Landscaping	Moving Dog Bin	£156.00	CIL
xi) Allen Landscaping	Installing noticeboards	£504.00	CIL

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c) The council noted the pension payment that was made ahead of meeting of £332.59 to cover Nov-Dec, authorised by Councillor Hjorth and Councillor Hudson, the deadline for this was 19th February and there was a delay getting this all set up and the Clerk trained on the system.

d) The council noted that the grant for the solar panels has been received into the Treasurer's account - £6,100 and this will stay ringfenced within the account. It was confirmed that this grant has to be spent within 12 months of acceptance.

e) The council noted the final payment to Sky was made via Direct Debit and the Tesco Direct Debit is now set up for the Clerk's mobile phone

f) The council approved the payment to Grapevine for £700 to be paid in April 2025.

g) The council received the List of Payments Schedule for 2025-26 and it was agreed that this would be a working document throughout the year, added to, updated and shared when necessary.

h) The council noted the Lloyds fee was taken from the hall account on/after 2nd March for £4.25 and there would be a further fee for Treasurers Acc on/after 18th March for £4.25.

i) The council noted LPC's annual fee to the ICO will be taken by direct debit in early April

j) The council noted that the RFO has transferred remaining petty cash back to LPC account

k) The council noted that the clerk has now purchased a new laptop and laptop case using account card

£315.83 20.0% VAT £63.17 £379.00

£ 12.49 20% VAT £2.50 £14.99

The council agreed that the Clerk should purchase Anti-Virus for the laptop once the free trial expires as the laptop needs to be protected. The council agreed a budget of up to £50 for this to be purchased using the purchasing card.

l) The council resolves to grant the clerk permission to use the account card for spending up to the value of £100 per month without Councillors further approval.

m) The council noted that all forms are submitted for the Lloyds account changes and the council address is now changed. Clerk/RGO has been added to the Lloyds account but has not received login details yet.

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n) The council noted that charities for S137 in 2025-26 still needs to be reviewed. It was agreed that Cllr Poole would look at this before the next meeting so that it can be reviewed and discussed and decisions made on charities to support in 2025-26 in line with the budget.

JP

Item 9: PLANNING

a) The council noted the following new planning applications:

i) P25/S0632/N4C, for development work at the following location: Poplars Farm Chalford Road Postcombe The application is for: Conversion and change of use of two barns from agricultural use to a storage/distribution Class B8 use.	New Application Target Decision Date: 23 rd April 2025 Cllr John Poole to put comments together and circulate to all councillors before submission.
ii) P25/S0633/N4C, for development work at the following location: Poplars Farm Chalford Road Postcombe The application is for: Change of use of an area of hardstanding within the curtilage of a barn to Class F2(c) for the provision of an open tennis court	New Application Target Decision Date: 23 rd April 2025 Cllr John Poole to put comments together and circulate to all councillors before submission.

JP

b) The council noted the status of the following applications:

i) APP/Q3115/W/24/3352135 on P24/S1542/FUL Lancing, 11A Weston Road, Lewknor Division of site. Construction of a new house and retention of existing bungalow	Decision awaited – it was noted that this is going to be longer as it is an appeal
ii) P25/S0116/N4B, for development work at the following location: Upper Copcourt Farm Thame Road Postcombe The application is for: Change of Use of agricultural barn to 3 bedroom dwellinghouse.	Comments submitted from LPC Target Decision Date: 26th March 2025 It was noted that this is not actually in the LPC boundary
iii) P24/S2648/HH Sheep Brook Cottage Nethercote Lane Lewknor - The application s for discharge of conditions 3 (slab levels & materials), 4 (tree protection), 5 (CEMP), 6 (biodiversity enhancements), 7 (external lighting) & 8 (GCN licence) on application P24/S2648/HH (Two storey side extension, the addition of dormer windows in the loft and internal alterations).	Target Decision Dae: 31 st March 2025

c) The council noted that there was no further development concerning the proposed solar farm.

d) The council noted that a planning application had been received for 4 Hill Road on 10th March and the Clerk had submitted a request for extension due to this closing on 31st March for comments. Cllr Heritage stated that she would also speak to the Planning Officer about this. It was concluded that should an extension not be granted to fall in line with the next meeting then Cllr John Poole will liaise with Cllr Hjorth and a response would be compiled and circulated to all councillors before submitting.

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Item 10: HIGHWAYS AND TRANSPORT

a) The council noted that there had been a thinning of trees and the layby was sealed off. The handrails had been delivered on 10th March and were due to be installed on 11th March. The Clerk will contact Jon Beale regarding the payment of the ringfenced CIL money to this. The council did discuss the electricity cables on the Hill Road bridleway, this is being explored by SSE and currently it does not appear that any cables are present.

Clerk

b) The council noted that the repeater sign has been replaced but the weight signs have not been observed, Cllr Poole to check for these. The VAS signs are currently going up in other parishes so the council will continue to observe this.

JP

c) The council noted that the hedges have been ordered and are due to be delivered to Manor Close in November 2025. It was also noted that a resident of Manor Close has been in touch with Paul Beeks and is chasing the issues around the entrance and outstanding works.

d) The council noted that the overhanging trees on Box Tree lane had been submitted on Fix my Street and everything else that the resident was advised to do had been done and she was quite happy with this. Cllr Heritage noted that she was pleased about this and hopefully it would be actioned soon, she would try and follow it up on Fix my Street.

e) The council noted that the hedges on Weston Road from the Crescent had been done.

f) The council discussed the condition of the Jubilee Hall driveway and the trustees from the hall have asked for the quote from Allen Landscaping to repair this be paid for from the Hall account. The council agreed to this and would proceed to instructing Allen Landscaping and the work being carried out in the Easter holidays, week beginning 7th April.

g) The council noted the update on visit from Tree Officer at OCC who has yet to visit but is due out between 17th and 21st March.

g) The council noted the following issues arising in the parish:

i) The defib pads for the Jubilee Hall defibrillator expire in May, the council agreed to these being ordered and paid for in June.

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ii) The potholes on Box Tree Lane were getting increasingly worse and residents were avoiding driving down here now. The potholes on Nethercote Lane were also noted following the contractors working on the sewage works recently. It was noted that the Clerk would contact the Highways Engagement team regarding these issues.

Clerk

iii) The Give Way sign on Box Tree Lane was in disrepair, Cllr John Poole would share the photo taken with the Clerk who would explore this further.

Clerk

ITEM 11: MINUTES

a) The council noted that the minutes from 2018-end of 2024 are being archived on 11th March at the History Centre by the Clerk.

Clerk

ITEM 12: PARISH COUNCILLOR VACANCY

a) The council noted the resignation received from Cllr Gordon and that the Notice of Vacancy was posted on 24th February for 14 working days. The clerk expects to hear from the elections team on 17th March as to whether there has been a request to hold an election. If a poll is not called then the council can proceed with co-option.

b) The council discussed interest in the vacancy and the clerk informed them that there had been a couple of interested parties who had been in touch so far. A response had been compiled following the guidance issued by Democratic Services.

ITEM 13: CHARITY COLLECTIONS

a) The council discussed a response to the Charity collections policy and Cllr Hjorth was going to do this on the parish councillors behalf.

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Item 14: CIL

a) The council noted that the noticeboards have arrived at Greenbarnes, however collecting them was proving difficult so it was agreed that the delivery charge would be paid and they would then be delivered later this week.

b) The council agreed to refilling of the sandpit in the playground, a quote to be sought and agreed ahead of the next meeting.

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- c) The council agreed to topping up the topsoil of all planters in the parish, this will most likely just be Lewknor and it was agreed to purchase 3 bags of topsoil. Clerk and Cllr Hjorth to action
- d) The council discussed what to spend remaining CIL money on as it needs to be spent by 24th April 2025. It was agreed that more plants would be purchased for the Lewknor planters, up to the value of £100. 10-year smoke detectors for the village hall would be purchased. It was also agreed that a quote would be sought for an inspection on the playground and the councillors agreed that having this done would identify any further works needed on the playground. The council agreed that the Clerk could book in the playground inspection ahead of the next meeting in order to meet the CIL deadline.

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Item 15: GRANTS

- a) The council noted that Cllr Hjorth attended a call with Centrica regarding grant and would be attending a zoom on 11th March regarding this.
- b) The council agreed that they would not be attending the grants information event in Didcot as this had been done before and it was of no value to our parish.

Item 16: EMAIL AND WEBSITE

- a) The council decided to roll over the discussion around continual usage of Vision ICT to April when all councillors would be present.

Item 17: SUMMER EVENT

- a) The council noted there was a poster published in the grapevine to ask for volunteers to organise a summer fete/horticultural show. No interest had been shown to date but Cllr Hudson did offer to help the Clerk and get involved with this.

Item 18: OUTDOOR EXERCISE CLASSES

- a) The council agreed to the free outdoor exercise classes and Cllr Hjorth would reply to this.

CH

Item 19: CORRESPONDENCE RECEIVED

- a) The council noted that the memorial bench for Susan Watts is to be purchased by the family with a plaque. This will be delivered to the Parish Council address. The quote for installation would be shared with the family.
- b) The council noted support sent from councillors to Thame Council for the Banking Hub, the deadline was 28th February and all councillors were in favour of this.

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DATE OF NEXT MEETING: 16^h April 2025 Monthly Parish Council Meeting – CHANGE OF DATE

The meeting closed at 9.50pm

Chair:

Date:.....