

**Minutes of the Meeting of Fringford Parish Council, held on
Monday 21 July 2014, in the Chinnery Room of Fringford Village Hall at 7.45pm**

Present: Mick Cowland, John Fargin (Chairman), Les Harris, David McCullagh,
John Reader, Adrian Thwaites,
In attendance: Jane Olds (Parish Clerk), five members of the public
Apologies: None

1. Apologies

No apologies had been received.

2. Declarations of Interest

There were no declarations of interest.

3. Public Participation

Five members of the public attended the meeting. One to present their planning application to the meeting, two raising the concerns about the shooting at Hethe and two to discuss Rosemary.

4. Minutes of the Meeting held on 9 June 2014

It was **RESOLVED** that the minutes be accepted as a true record and were signed by the Chairman.

5. Matters Arising from the Minutes

a. Playground Bark

The bark had been delivered. The Clerk thanked John Reader for attending to it. She had posted the cheque following delivery.

b. Register of Members' Interest Forms

The Clerk had delivered the forms to Cherwell and they are now available on the website.

6. Report from District and County Councillors

There were no reports.

7. Finance

a. To receive the financial report

The Accounts stand at:

Co-op Current Account	£2,280.82
Co-op Savings Account	£16,837.77

There are no unrepresented cheques.

The Current Account has received £0.29 in interest together with £65 in donations for the War Memorial, £27.03 in donations for the Village Voice and £34 for the Village Pump from the Fayre.

The Savings Account has received the VAT Refund of £1,034.99.

b. To consider invoices for payment

The Councillors **RESOLVED** to approve the following invoice for payment:

Payment to	Budget	Cheque Number	Amount
Green Scythe Ltd for grounds maintenance (May) invoice number 4521	Grass cutting	400050	£262.80
Green Scythe Ltd for grounds maintenance (June) invoice number 4623	Grass cutting	400050	£262.80
Cherwell District Council for uncontested election fee	Election Costs	400051	£39.00
Jane Olds for Clerking duties (1 April – 30 June)	Clerk's salary	400052	£323.64
Jane Olds for expenses from March – July (printing £81.24, stationery £19.76, postage £14.30)	Admin costs	400053	£115.30
Jane Olds mileage expenses	Mileage expenses	400053	£45.57

8. New Financial Regulations

The Clerk presented the meeting with new draft financial regulations. The Councillors **RESOLVED** to take them away to consider for the following meeting.

9. Vice Chairman

John Fargin requested that the Councillors re-consider the position of Vice Chairman since following the last meeting he was unavailable for a portion of it and there was no one willing to take some issues forward.

A long discussion ensued and David McCullagh agreed to stand. The Councillors **RESOLVED** to appoint David McCullagh as Vice Chairman for the current year.

The Councillors also **RESOLVED** to revert to their previous system of the Chairman being elected annually in rotation.

10. Co-option of new Councillor

One name was put forward. John Fargin would discuss the position with the applicant and would invite them to the next meeting.

11. Parish Matters

a. Road across the Green

The Clerk and John Fargin have realised that the summer is not a good time for grass re-seeding so have asked the contractor to fix a date for September. If he is unable to commit, the Clerk would consult a further contractor.

b. War Memorial

Mr Tobin has applied to CDC War Memorials Fund for the cleaning and lettering and John Fargin has made a preliminary application to the National Heritage Lottery Fund to do the cleaning, lettering and straightening.

c. Facebook Presence

The Clerk had provided links to the Facebook pages of other Councils. The Councillors **RESOLVED** to leave the suggestion until the parish website was updated.

d. Winter Preparedness

The Clerk had received an email from the Adverse Weather Manager regarding the preparations for winter.

The Councillors **RESOLVED** to order a further one tonne of salt to be stored at Laurels Farm as agreed with Mr Wise previously.

e. Shooting at Hethe

The Clerk had received one written complaint and two other members of the public attended the meeting to raise the issue. A number of the Councillors had also been approached informally.

The Clerk had been in contact with the Antisocial Behaviour team at CDC and a member of staff had been out to see the owner of the facility. He understands that under Permitted Development rights, the owners are allowed to have 28 events without a change of use agreement, but he would check with the Planning department as to what is already permitted on the land. He had also been given the details of all the planned events which number fewer than 28 at present.

The Clerk recommended that villagers log the disturbance with CDC and make a note of dates and times for future reference. However, she did ask that villagers ensure that it was all coming from the same direction as it would be unfair to accuse the owner unjustly.

The Councillors **RESOLVED** to ask the Clerk to write to the business asking for the dates and times so that the village could be warned.

12. Community Led Plans

The CLP Group met two weeks previously and had completed a number of consultations. They were now working towards the preparation of the survey which they would show the Parish Council prior to distribution to the Parish.

The latest edition of the Village Voice has just been published; the next will be going to press in September. Webmart is still paying for the production of the Village Voice so the ORCC grant will pay for the production of the surveys.

13. Village Hall Extension

John Fargin reported that there had been a number of issues with applying for the funding from Viridor but he hoped these would be resolved shortly. ORCC and OALC have been

helping with a form of words to describe the relationship between the Parish Council and the Village Hall Committee for the application form. It is intended to apply to Viridor for the external building work. However, it may be that the Village Hall Committee will need to make the application to Viridor in which case the VAT element will have to be added to the application (increasing it by 20%) and a larger sum of money found to pay the 10% levy back to Viridor.

The Councillors **RESOLVED** to agree to apply to WREN for funding for some of the internal works (up to about £65,000) and to TOE2 and the Doris Field fund for additional help.

John Fargin requested that one of the Councillors read through the application to WREN once it had been completed; John Reader agreed to the request.

It was understood that the current lease is not substantial enough so a new lease is being looked into and legal advice will need to be taken.

The issue of cash flow was raised. Funding bodies will only pay the grant on a receipted paid invoice and there are not adequate funds available at present to do staged payments. A further source of short term loans may need to be sought.

The architect is currently 'value engineering' the project to see if costs can be reduced.

An appeal to villagers may also be considered.

Whilst John Fargin had been involved on the funding side as the Chairman of the Parish Council, it had been agreed previously that Mick Cowland would represent the Parish Council on the redevelopment. Mick Cowland has decided that he would like to step down from this role.

The Councillors **RESOLVED** that John Fargin would continue with his current fundraising work and also take on representing the Parish Council on the redevelopment committee.

14. Planning Applications

The Councillors **RESOLVED** to bring the Planning discussions to the beginning of the meeting.

a. To consider recent Applications

- i. 14/00918/F, Mr and Mrs Ward, Plot 2 Former Rosemary; Garden Shed
The Councillors considered the application; whilst the Parish would not normally object applications of this nature, with the issues surrounding the development continuing and with the Planning Inspector's report in mind, particularly paragraph 53

"53. Finally, a condition is suggested by the Council to remove various permitted development rights to extend the dwellings or erect structures in the curtilages of the dwellings. Circular 11/95 advises that such rights should only be removed in exceptional circumstances. I agree that, in this case, the removal of such rights is necessary to avoid overdevelopment of the limited plots and to protect the living conditions of occupants of neighbouring dwellings."

The Councillors **RESOLVED** to respond to the application reminding the Planning Officer of the Inspector's report.

- ii. 14/00961/F, Mr Ian Mansley, Pringle Cottage, Rectory Lane; External alterations including raising the roof over the spa area, dormer windows to the rear elevation and alterations to window arrangements on the front elevation
The Councillors considered the application and had no objections nor comments.

b. To note notices of Decision

14/00636/F, The Cottage, The Green, OX27 8DY, Mr and Mrs G Sibley: Single storey extension. Permission granted.

c. To update the Planning Policy to include a list of neighbours for consultation from CDC

The Clerk had made some amendments to the procedure to include adding the map and neighbour list from CDC. It was also suggested that the visiting of the neighbours and applicant be added to the policy. The Councillors **RESOLVED** to agree the policy.

d. To consider a protocol on pre-application meetings for major developments

The Clerk presented a protocol on how to handle developers who might approach the Parish Council prior to a planning application being submitted – which is the current recommended method of consultation for larger-scale developments and which the Clerk had had experience of.

The Councillors **RESOLVED** (with one exception) to accept the policy.

e. To consider further actions regarding the Rosemary Development

Following an extensive discussion, the Councillors unanimously **RESOLVED** to write to CDC to follow up the progress on the second bite enforcement order.

The Clerk had received a Freedom of Information request regarding the response the parish received from CDC about the enquiry, together with the informal notes which were given to Sue Smith at the meeting in February. The Clerk had provided the response to the enquiry, but was not able to provide the notes as she did not have them.

15. Correspondence Received

The Councillors noted the correspondence received and discussed where necessary.

a. Clerks and Councils Direct

b. Villager – re Bicester Sweepers activity at Glebe Court

c. OCC – re road surface dressing programme

d. OCC – winter preparedness (see above)

e. OCC –Draft Flood Risk Management Strategy Consultation closes 19 September available to respond to here:

<https://consultations.oxfordshire.gov.uk/consult/ti/floodriskmgmt/consultationHome>

f. ORCC Policy Bulletin – July edition (circulated by email)

g. ORCC AGM and Conference – Thursday 18 September 1.30 for 2pm start

h. A villager – re the shooting noise at Hethe (see above)

i. A villager - re the two trees on Church Close by the fork in the road which opens into the top of Church Lane which are believed to be elders. One is covered in ivy which had

grown so much that it was overhanging the (slightly broken) road sign. The villager would like to know who owns the land the trees are on. The Clerk would look into the matter further.

- j. **OCC** – re Lights Out commemoration of WW1 on 4 August
- k. **Christabel Hargraves** – re Service to commemorate the outbreak of the Great War on 4 August at 7.30pm at Finmere Church
- l. **PC Christopher Kidd** – re Speedwatch campaign
- m. **Villagers** – re speeding in the village
- n. **OCC** – re temporary traffic regulation order (TTRO) for A4421 at Newton Purcell. The road will be closed from 4 August for five nights from 8pm to 5am.

16. Reports from meetings

a. **CDC Parishes Liaison Meeting – 18 June**

The Clerk attended the meeting. A number of topics were discussed including an update on the Local Plan; the Rural Community Energy Fund; a further briefing about Local Heritage Assets to introduce it to those who didn't attend the workshop earlier in the year; further information about Oxfordshire Broadband rollout and Housing Need and Allocations together with Rural Exception sites.

Local Plan

Adrian Colwell explained that the Local Plan examination had been suspended on 4 June and would recommence on 9 December to enable CDC to consider the increased housing requirement following the publication of the Strategic Housing Market Assessment (SHMA) in April which required all the District Councils in Oxfordshire to increase the housing numbers.

There are three main tests for the Local Plan Inspector to examine which are in the NPPF:

- i. Has CDC fulfilled the 'duty to co-operate'? The 'consultation process' which doesn't mean that they have to agree with the consultees, but that they can prove they have consulted.
- ii. Is the Sustainability Appraisal of the Plan adequate?
- iii. Is the Plan based on up-to-date objective of housing need?

The Inspector has ruled that questions one and two are acceptable and it is the third which needs further work in the light of the SHMA so they are not being asked to start again, just re-issue with new housing figures.

At the time the Local Plan was sent to the Planning Inspector (in December 2013), CDC had proposed 16,750 houses to be built between 2006 and 2031. However with the publication of the SHMA, CDC has been asked to apply a new, higher, figure of 22,800 houses over a period 2011 – 2031 to the Local Plan.

Mr Colwell assured the meeting that they would still be looking at Bicester and Banbury as areas for growth, but that inevitably there will be some need for additional housing in the rural areas, but they are very aware of the need for this to be sustainable.

The six month suspension has a very tight schedule (down to Government guidance) and the team is working on it now. Between 6 June and 11 August they will be updating the

evidence base (working out where the additional houses can go) and resolving the proposed locations, employment needs etc and re-working the Sustainability Appraisal for these areas.

There will be a period of public consultation on every change to the Plan from 18 August for six weeks, then from 29 September the responses will be reviewed and reported to Full Council on 20 October to formally re-submit the document to the Planning Inspector on 21 October (subject to Council agreement).

If the Inspector accepts the amendments at the hearing from 9 December it is likely that an announcement will be made in early 2015 with agreement by March 2015.

Rural Broadband

Sue Smith introduced the Rural Broadband topic. She explained that Oxfordshire was still ahead of most of the rest of the UK and that all the Oxfordshire District Councils are in complete agreement to improve broadband. The Government committed to 90% coverage of 'superfast' broadband by 2017.

15% of the district is of a rural nature and is therefore above the Government threshold of 10%. CDC has recently received a proposal from OCC asking to provide £500,000 towards the cost of extending the rollout to 95% coverage and this was subsequently agreed at a meeting on 23 June. There was an additional proposal for CDC to provide a further £500,000 to assist with a feasibility study for the final 5% of the areas which will not be able to be upgraded by the current infrastructure network.

They hope that the whole programme will be completed by December 2015 as BT will then be moving on to another county so everything that can be done in this time frame will be.

Mrs Smith did remind the meeting that the cabling is fibre to the cabinet and that consumers will still need to take out a contract with a supplier (which won't be free).

Rural Exception sites

The Rural Exception sites discussion was about supporting those parishes who wished to build 'affordable' homes in their village to support local people. They hope to set up a separate discussion group to support those parishes who wish to look into or have affordable housing in their parish.

b. NW Bicester Masterplan presentation

The Clerk attended the presentation. Concern had been raised about the traffic disruption at the Banbury Road roundabout for the enabling and infrastructure works to the development and it is hoped that the contractors will be able to do more out of hours work to speed up the process.

c. WREN Workshop – 26 June

Christina McCullagh, Helen and John Fargin and the Clerk attended the WREN workshop in order to gain a greater understanding of the processes involved in making applications under the landfill tax scheme.

d. Local Transport Plan meeting – 30 June

The Clerk attended the LTP4 meeting at the Littlebury. Cllr Hudspeth from OCC outlined the need for the new plan to take the county to 2020 and beyond. All comments on the consultation need to be submitted by 1 August.

17. Any Other Business

a. Broadband

The Clerk reported that the Stratton Audley exchange work is scheduled to begin by March 2015.

b. Church Close Post Box

The Clerk had received a request about the vegetation overgrowing the post box so had reported it to Highways. This has now been cut back by highways.

18. Date of next meeting

The Councillors **RESOLVED** to agree the date of Monday 18 August 2014 at 7.45pm.

The meeting closed at 10.00pm

Signed Dated