

**/Minutes of a Meeting of Fringford Parish Council, held on
Monday 19th February 2018, in the Chinnery Room of Fringford Village Hall at
7.45pm**

Present: Cllrs David McCullagh (Chairman), John Fargin, , Les Harris,
John Reader, Jan Maciejewski and Adrian Thwaites.

In attendance: Cllr Barry Wood (CDC)
Cllr Ian Corkin.

Apologies: Cllr Mick Cowland

Also in Attendance : 16 Members of the Public

1. Apologies

Noted as above.

2. Requests for Dispensations and Declarations of Interest, gifts and hospitality

There were no requests for dispensations or declarations of pecuniary interest.

3. Public Participation

16 members of the public attended the meeting to raise issues around the recent application to develop 10 houses on land at Fringford Cottage. The Chairman clarified that the formal consultation documents had not yet been received by the Parish Council, and that, following discussions between the Clerk and Cherwell District Council, the time for the Parish Council's response had been extended to 20th March 2018. This means that the Parish Council will hold an Open Meeting for residents to air their views during their scheduled meeting on 19th March, and then submit their response to the consultation on 20th March, immediately after the meeting.

Councillors clarified that the Parish Council had a policy for dealing with planning consultations. Once the pack is received councillors will consult with residents close to the proposed development, and it will then be formally considered by the Parish Council.

Councillors noted that the recent Village Survey had recognised a need in the village for affordable housing but not for more executive homes.

Both Cllrs Wood and Corking confirmed that, as potential members of Cherwell District Council's Planning Committee, it was important that they did not fetter their discretion prior to the matter being decided, but at this stage it would not be unreasonable to assume that the application will be considered by Cherwell's Planning Committee, and not decided by a planning officer under delegated powers.

He stressed the importance of any objections to the proposal being “planning objections”, based on planning reasons, and recommended that potential objectors familiarised themselves with the Cherwell District Council Local Plan 2011 – 2031 and the relevant national policies in the National Planning Policy Framework.

He suggested that residents search the CDC planning portal for similar applications, as these may give an indication of the relevant policy framework. He clarified that, in the main, the CDC Local Plan provided for housing growth mostly in Bicester, Banbury and Upper Heyford, with very limited building in category “A” Villages (Fringford has a school and is therefore included in this category).

He confirmed that the question that would be considered by the Planning Officer would be – do the proposals fit with CDC’s and National Policy, or not. He pointed out that, if refused, the Applicant had the opportunity to re-apply with a different number of houses, or appeal to the Planning Inspectorate, whereas there was no right of appeal by residents if permission is granted.

The following comments were raised by members of the public:-

- a.** How is it proposed that traffic should be managed – the development will generate additional traffic, which could present a danger to pedestrians, wheelchair users, parents with pushchairs etc, who currently walk along the road. While the suggested solution is for pedestrians to walk along the grass verge, this is not an option for all users, and the installation of footpaths would damage the visual amenity of the village.
- b.** The proposed development shows a “red line area” which is currently level with the bottom of St Michael’s Close – would this development, if granted, encourage other land owners to look at development on land currently outside the village envelope?
- c.** Was the proposed development of up to 10 properties a significant number? (In response to this the Clerk agreed to look at Cherwell District Council’s CIL Policy).
- d.** What was proposed for Fringford Cottage? There were suggestions that an application may be made to include development of its footprint, in which case it may affect the adjoining property, which included a listed barn.

Cllrs Wood and Corkin suggested residents formed an Action group, which would enable them to divide up and research topics of concern. It was suggested that they look at recent development proposals in Finmere and Fritwell. Parish Councillors reminded residents that any comments should be based on planning issues, and the effect a proposed development may have on current views, or property prices was not a material consideration.

The meeting recognised that a long drawn out process could sap the energy of residents who wished to oppose the principle of development (as had happened with development proposed at Rosemary's Cottage in the village).

4. Reports from District and County Councillors and Police

Cllr Wood reported that CDC will be agreeing their budget (including no increase to the District Council element of Council tax) at its meeting on 26th February 2018, where it will also be agreeing its supplementary Plan proposals to meet Oxford city's unmet housing need. CDC are also keeping a watching eye on developments in Northamptonshire, as they have a close relationship with South Northants, a District Council in Northamptonshire.

Cllr Corkin (CDC and OCC) explained that OCC has set its budget, which will see its element of Council tax increased by 5.99% (including 3% to provide additional funds to support adult social care). However OCC is not in the same position as Northamptonshire as it has made difficult and unpopular decisions to cut spending.

The Budget does include additional monies to spend on road maintenance, and OCC have purchased another dragon patcher. He urged Councillors and residents to report concerns about potholes via "Fix my Street" (which is also available as an App).

Finally Cllr Corkin confirmed that he had been allocated £15000 Localities grant for 2018/19 and 2019/20 against which parishes in his division could make bids to support projects.

He confirmed that he had recently been involved in discussions with OCC about a proposal to make the OCC COMET bus available to a group of parishes at times to be agreed on a Wednesday- provided parishes were prepared to contribute towards the cost. Councillors agreed to make enquiries to ascertain whether the provision of a Wednesday bus into and out of Bicester would be of interest to residents.

5. To receive a report from Cllr Wood (CDC) regarding any newly registered sites within the village.

None.

6. Minutes of the Parish Council Meeting held on 15th January 2018.

It was **RESOLVED** that the minutes be accepted as a true record of the meeting.

7. Update on progress from the Minutes.

The Clerk reported that she was now in correspondence with AW Jenkinson Forestry Products – the company that had been observed causing damage to bollards on the Village Green.

8. Finance

a. To receive the monthly financial report – which is attached to these Minutes and shown as “Appendix A”

b. To consider invoices for payment itemised on the payment schedule

The Council **RESOLVED** to approve the following invoices for payment:

Cheque no:	Payee and reason	Budget	Minute Ref	Amount
400224	Anne Davies	Clerk salary	salaries	£178.02
400225	HMRC	Clerk Tax		£41.20
400226	FCC Recycling (UK) Ltd	3rd Party Contribution	playground	£4124.56

Councillors agreed that the Parish Council would order a Vehicle Activated Speed sign from Messagemaker in the sum of £1982 +VAT. This was one of the key suggestions from villagers who responded to the Community Led Plan Survey.

9. Parish Matters – to discuss where necessary

a. to receive an update from any of the Village Groups

i. Village Hall and Cycling group.

Ongoing.

The Cycling group is dormant during the winter months.

ii. Grass cutting

The grass cutting contractor will start in March – the beginning of the growing season, and has also been asked to undertake tidying up work at Ghost Alley.

iii. Playground

The Parish Council has recently been advised that its application to WREN for grant funding for a new playground has been successful. The Chairman has contacted the preferred contractor asking for details of its terms of contract, and suggesting payment in 4 instalments – as this would enable the Parish Council to pay the contractor and then reclaim funds from WREN, thus avoiding unnecessary complications with regard to reclaiming VAT.

He confirmed that, hopefully, the playground will be completed before the start of the school summer holidays.

iv **Village Green/Parking**

There was concern that the grass on the Village Green and Crosslands is being damaged by cars driving over it. There were also concerns that the Village Hall car park is, at times, not available to users of the Village Hall as it is fully occupied by parents of children attending the adjoining school. After discussion it was agreed that the Clerk would write to the Headteacher of the school clarifying that the Village Hall Car Park is private property and available for parents to use only as a concession by the Village Hall Committee, which will be withdrawn in the event that a booking of the Village Hall requires carpark use for hirers.

It was also agreed that a sign would be put up on the Carpark clarifying that it was private land for use by users of the Village Hall. The Clerk reported that there had been a request for Village Green Parking for a wedding in April. The Parish Council confirmed that they would agree to this request on the usual terms, unless adverse weather conditions had rendered the grass unusable.

v **Fix My Street**

It was noted that potholes can be reported to OCC through Fix My Street via the OCC website. The Parish Council expressed concern that years of austerity meant that OCC would never be in a position to catch up on its backlog of highway maintenance.

vi **Parish Council Records**

- The Parish Council again discussed the retention and maintenance of its paper records, in the light of demands that could be made under the Freedom of Information Act and Data Protection Act, and the General Data Protection Regulations, which will come into effect in May 2018. At the January meeting of the Parish Council the Clerk had sought clarification of the Council's agreed data Protection Policy which states "**Data is relevant to what it is needed for -** Data will be monitored so that too much or too little is not kept; only data that is needed should be held" with particular regard to the filing cabinets containing parish documents which are kept at the Village Hall. At that meeting the Council had agreed (by a majority of those present and voting) to place all formal Parish records with the OCC Record Office. There was concern that records deposited with the OCC Record Office may not be available for the public to view for some years as the Record Office may not have the resources to catalogue all the records donated immediately on receipt. After discussion the Parish Council agreed that, so far as Parish Council records are concerned,
 - A) It would adopt the Retention Policy shown as Appendix "B", confirming the use of the OCC Records Office for Minutes etc, So far as Parish Council records are concerned it would retain control of

only those referred to in the in the Council Retention Policy attached to the Clerk's report as Appendix A, and it would pass the remaining stored paperwork to the Village History Group for them to sift through the remaining documents

- B) It would consider arranging for documents of interest to be scanned and made available on the Parish website
- C) If necessary it would look to employ an assistant during the summer months to help with this task
- D) The group considering the documents will look for assistance from volunteers, and then publish a schedule of availability of people and rooms.

vii Grant Funding

The Parish Council noted that there were a number of grant sources available currently. It was agreed that it would consider making an application for support to re- roof the Village Hall, and to carry out works to improve the roadway across the Village Green.

10. Liaison with HS Contractors

HS2 will be sending a representative to speak to the March meeting of the Parish Council.

11. Oxford to Cambridge Expressway

Up to date information from OCC is on the Village website.

12. East/West Rail

The Chairman will be meeting the East/West Rail Stakeholder Manager on 6th march to show him the area. Councilors were concerned that there did not yet appear to have been any assessment of the cumulative effects of HS2 and East/West Rail.

13. Planning Applications

- a. **To consider all recent Applications received from Cherwell District Council detailed below or on the District Council website up to the date of the meeting**

[Demolition of existing conservatory and erection of single storey rear extension](#) 

1 The Laurels Fringford Bicester OX27 8EW

Ref. No: 18/00056/F

No objection but the Parish Council would request the Planning Authority to impose a condition on any consent to protect the adjoining Yew tree (which is the subject of a Tree Preservation Order).

Residential development of up to 10 dwellings

Fringford Cottage Main Street Fringford Bicester OX27 8DP

Ref. No: 18/00249/OUT

To be discussed on 19th March. In the meantime Councillors agreed to advise residents about the proposed meeting. It will be publicized on the website and the Village Facebook page and by posters around the Village.

Councillors noted that a perusal of the supporting documents on the Planning portal suggested a number of fundamental inconsistencies, and it was agreed that these should be referred to Cherwell District Council for clarification.

14. Correspondence Received – to note correspondence received not otherwise on the agenda where decisions are not required

The Councillors noted the correspondence received, most of which had been circulated by email, and discussed where necessary.

7/2/18 Wild Oxfordshire bulletin

7/2/18 CDC request for scrutiny topics

4/2/18 Community Transport

1/2/18 Oxford to Cambridge Expressway Update

31/1/18 – Road Closure Hethe, Main Street on 26 February 2018 for 5 days

29/1/18 –OALC Update

25/1/18 –PULSE Update

25/1/18 – HS2 Community Fund -first round of funding to projects along the Phase One line of route

15. Reports from meetings

The Chairman and Clerk attended the consultation event in Launton on East/West Rail.

16. Items for information or next Agenda only

Agenda Items

The Clerk requested that all items for the next agenda should be submitted by Friday 9th March 2018.

16. Date of next meeting

The Council **RESOLVED** to agree the date of Monday 19th March 2018 at 7.00pm. It was agreed that the meeting of the Parish Council would be suspended at a

convenient point to allow for members of the public to make their comments on the Fringford Cottage Planning application.

The meeting closed at 10.15 pm

Signed

Dated

DRAFT

Fringford Parish Council			Monthly Financial Report	
			Parish Council Meeting	19 February 2018
Payments processed since last meeting				£1,939.70
15-Jan-18	Tree solutions	400417		£540.00
15-Jan-18	R Howson	400418		£100.00
15-Jan-18	Green scythe	400419		£444.00
15-Jan-18	Quadron Services Limited	400420		£492.48
15-Jan-18	Mrs A Davies	400421		£178.02
15-Jan-18	HMRC	400422		£41.20
15-Jan-18	XL signs	400423		£144.00
Receipts processed since previous report				£60.00
08-Feb-18	Donation			£30.00
29-Jan-18	Donation			£30.00
Bank Reconciliation			Statement dated	08 February 2018
Savings Account				£20,583.24
Current account				£4,037.38
Items not yet cleared:				
Receipts	None			
Payments	None			
			Net Total	<u>£24,620.62</u>