



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: Katherine Doughty

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MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 19TH JUNE 2006 IN ST KENELM'S HALL AT 7.00PM

1. **Present:** Cllr David Haley (Chairman), Cllr Colin Alderman, Cllr Stephen Hodge, Cllr Tom Smith, Cllr Jonathan Stowell, Cllr Bryan Wall and Mrs Katherine Doughty (Clerk).

Parishioners present: 3.

Apologies for absence: Cllr Ted Cambray, County Cllr Rodney Rose and Mrs Bridget Muller.

The Chairman opened the meeting at 7.00pm.

2. **Declaration of interest in agenda items if considered necessary:** None.

3. **Bridget Muller, Ripley Avenue Management Committee**

A playground inspection has noted two problems in the play area:-

- Fencing broken in the lefthand corner.
- Loose wood on the edges of climbing rope area.

It was agreed that Mike Ford should take a look and report back. Proposed by Cllr Alderman, seconded by Cllr Wall. Carried unanimously.

Action: Clerk liaise with Mike Ford as necessary.

4. **PC Tony Lowe**

The Clerk reported that preparation of Parish Council incident reports and routine attendance of the village police officer has recently come under review by the Neighbourhood Inspector. As such, he has advised that these services were only undertaken by PC Richard Conner 'off his own back' and as he is no longer our Officer, and the fact that resources are better spent with officers on the streets, the services have been withdrawn with immediate effect. However, we will shortly be formally advised that the Witney Neighbourhood Action Group will provide its' monthly reports via Thames Valley Police's website and the June report has been put in the correspondence file for circulation. A PC will be available to attend future AGMs and other Parish Council meetings where there is a specific requirement to discuss an issue.

PC Tony Lowe retires this week and all non-urgent reports/enquiries should be directed either to the Neighbourhood Team email address (witneyneighbourhood@thamesvalley.pnn.police.uk) or the 0845 number. A replacement officer is yet to be advised. PC Delahay enquires whether the Parish Council would be interested in the mobile police station visiting the village approximately fortnightly in the short term at least, for residents to discuss any policing concerns/issues they may have, and if so, where a suitable location might be.

It was felt that a mobile police station should visit approximately once a month and the ideal location is the parade of shops, although a village policeman is preferable. Chairman to discuss this with Mr Curtis at a forthcoming meeting.

It was also felt that the village would be better policed by a policeman attending Parish Council meetings and taking comments/notes. PC Conner curtailed problems in Ripley Avenue quickly by liaising with the Parish Council on a regular basis and building relationships with youths which is important. It was hoped that the new Police Officer will not be retiring imminently and will be dedicated and fully involved in their role in the village.

Action: Clerk to write to the Neighbourhood Inspector conveying the Parish Council's feelings of regret with losing direct contact with an Officer at the monthly meetings.

5. **Minutes of the previous meeting:** The minutes of the 15th May 2006 meeting were accepted as a true and accurate record of proceedings. Proposed by Cllr Hodge and seconded by Cllr Alderman. Carried unanimously.

6. **Matters arising from previous meeting:**

(a) Fishing Bailiff

The clerk advised that WODC do not provide risk assessments and that a response was awaited from OALC in this respect. The Trustees of Wash Meadow advised that they are unable to employ Mr Hunt and also that with regard to the locking of the car park gate, it has been a problem for many years due to finding a responsible person who would be willing to lock and unlock the gate. This matter will be discussed at the next Trustees meeting being held on 12 June.

(b) Skate & Climb

The District Council cancelled two of the three planned dates due to lack of available trained assistants and a double booking. Therefore the following revised dates have been confirmed as follows:-

Saturday 29th July
Thursday 31st August
Saturday 23rd September

The Village Hall Management Committee, Playing Field Trust and Youth Club have been advised of the new dates.

(c) Noticeboards

The new noticeboard and posts have arrived and now need erecting. No response has been received from G.Hill advising of assistance. It was suggested the George Billington or MDP Fencing be approached accordingly.

Action: Clerk to contact alternative contractors to obtain a quotation.

(d) English Heritage

The clerk reminded everyone of the forthcoming meeting with English Heritage (Tuesday 20 June, 16.30 at the ruins). It was agreed that Cllr Hodge chair the meeting and draft an agenda. Cllr Stowell agreed to make notes of the meeting in time for the next Parish Council meeting.

(e) Meeting Mr Curtis

A meeting has been confirmed between Mr Len Curtis, Mr Ian Curtis, PC Pam Delahay and the Parish Council, for 7pm at Mr Len Curtis' home (70 Brize Norton Road) to discuss the problems of youths congregating at the shops and what solutions could be found.

(f) St Kenelm's Church arch

It was noted that the church's lamp arch has been removed due to reoccurring vandalism. After some discussion, it was decided that as the arch was probably installed around 1936 and was therefore not an historic element of the church, that no action with regard to it's removal be taken. Proposed by Cllr Stowell, seconded by Cllr Smith. 4 for, 2 against. Carried.

(g) Minster Lovell Youth Club

Letter received from the Chairman of the Youth Club advising that they have agreed to formally ask the Parish Council if it is willing to employ a fully qualified Youth Worker to run the weekly Youth Club. The Parish Council agreed in principle to supporting a Youth Worker, but that a proper proposal is required.

Action: Clerk to reply advising that the Parish Council agree in principle to the request, but are unable to directly employ a Youth Worker and asking that a proper proposal with costings be submitted. The Parish Council would provide funds via the bi-annual precept.

(h) B4047/Old Minster Signage

It was resolved that the new signage wording should remain as per the previous signs. Proposed by Cllr Smith, seconded by Cllr Stowell. 5 for – 1 against. Agreed.

7. Finance

(a) Payments due:

Payee	Amount £
Allianz Cornhill Insurance Plc	1242.28
Barlow & Sons (Hermitage) Ltd *for play bark for Minster Lovell Playing Field Trust (to be deducted from the 2 nd precept payment)	182.83
WODC re playground inspections	101.64
K Doughty Clerk – Salary £332.42 + Postage £1.38	333.80
Bookmarque Publishing	47.00
Greenbarnes Ltd re. new noticeboard and posts	1011.61
Oxfordshire Association of Local Councils	229.94

Funding requests: None.

- (b) Due to the NFU not being able to quote for local council insurance promptly and Ecclesiastical Insurance not providing public liability insurance, it was agreed that the Allianz Cornhill policy be renewed for the forthcoming year and for fresh insurance quotes to be obtained in January next year.

There followed a 10 minute parishioner's question time. No questions were raised.

8. Ripley Avenue

Only one report of problems being experienced over a short period whereby mopeds and cars had been speeding in and out of the Avenue and some driving on the field and pavements.

Action: Clerk to report this to PC Delahay.

It was noted that the goalposts and dog bins were being well used.

9. Traffic calming and bus stops

(a) Traffic through Old Minster

The Clerk summarised the speed and traffic flow results which had been received from OCC. OCC commented that there is not a speeding problem according to the results, even though traffic regularly travels between 31 and 41 mph through these areas of the village.

The Clerk then read correspondence that had been received from Jeanette Winterson (Windrush) and OCC regarding the erosion of the road that leads from Old Minster towards Witney. OCC advise that they are unable to assist with road repairs due to lack of funding.

A discussion ensued and it was agreed that a 20mph speed limit be requested on this road to promote road safety, however, it is OCC's liability to maintain the roads to a suitable standard.

Action: Clerk to respond to Ms Winterson advising of previous traffic investigations in the area and supporting a 20mph speed limit on this arm and through Old Minster in general, after it's implementation. Proposed by Cllr Smith, seconded by Cllr Alderman. Carried unanimously. Clerk to circulate speed and traffic flow results and agenda discussion on the results at the July Council meeting.

(b) Vehicle Activated Signs

OCC advise of a 2 month delay in installation of the signs due to Southern Electric's backlog of work and the necessity to dig a trench across the road.

(c) Bus stop finalisation

Lewis Ward requests that the Parish Council pay half the costs of the hardstanding work.

Action: Clerk to query our liability to future maintenance costs and that initial costs are to be advised before the Parish Council agrees to pay half.

10. War Memorial

The Planning Service advise that the planning application will shortly be granted as no objections have been received.

Action: Clerk to 1) obtain War Memorial Trust funding application form. 2) Set up a meeting with Joslins (Cllr Stowell and Cllr Wall to attend) so that a fresh quote can be obtained if necessary and a new quote be drafted to include landscaping.

Youth shelter location to be included on the agenda for the next meeting.

11. Junction obstruction – Upper Crescent/B4047 opposite New Inn

OCC has assessed the junction and although they feel it isn't a well designed junction, it would not benefit from having the gates removed. OCC advise that some vegetation cutting work will be undertaken to improve the junction's site lines.

Action: Clerk to (1) update Mr Roberts accordingly and (2) request OCC urgently cut grass verge in Charterville Close that is consistently missed from the cutting schedule.

12. Planning applications and decisions

Applications submitted to the Parish Council

	Ref. No.	Address	Details	Decision
1.	06/0945/P/FP	The Old Bakehouse, Old Minster Lovell	Alterations and erection of garden room. Planning permission.	No comment.
2.	06/0978/P/LB	The Old Bakehouse, Old Minster Lovell	Alterations and erection of garden room. Listed building consent for building regulations.	No comment.
3.	06/1013/P/FP	Caravan Site, Ting Tang Lane, Burford Road	Formation of 8 additional pitches and erection of maintenance building & site office.	Minster Lovell Parish Council wish to object to this application on the following points:- <ul style="list-style-type: none"> We view with concern, the requested 8 plots and new buildings. These are unwelcomed additions.

				<ul style="list-style-type: none"> • There will be additional traffic on what is already a dangerous and busy road. • The detrimental size and scale of building in a rural location (open countryside alien to Council Policy). • Lack of service provision (ie, sewage disposal, water). • Some users of the 'freeboard' feel intimidated by those using the caravan site.
4.	06/0994/P/FP	4C St Kenelm's Close	Erection of rear conservatory.	No comment.
5.	06/1022/P/FP	36 Upper Crescent	Erection of one dwelling and construction of new access.	<p>Minster Lovell Parish Council wish to object to this application on the following points:-</p> <ul style="list-style-type: none"> • Access onto the B4047 – a dangerous and very busy road. If this application were granted, it would set a dangerous precedent. • It would open up development opportunities of similar plots along Upper Crescent. • Size of the proposed property and it being 2 storey which is not in keeping with neighbouring properties. • The proposed property is in front of and therefore destroys, the existing building line. • It is a large property for the size of the plot.

Refusal by WODC Planning Authority

None

Grant decisions made by WODC Planning Authority

6.	06/0672/P/FP	St Kenelm's Hall, Brize Norton Road	Erection of 2.1m high gates & 1.8m high palisade fencing	Grant subject to conditions
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Decisions awaiting by West Oxfordshire District Council Planning Authority

	Ref. No.	Address	Details	PC Decision
7.	06/0764/P/CLE	Pell Motors Workshop, Bushey Ground	Repair and respray of all types of motor vehicles to include HGV vehicles.	No comment.
8.	06/0865/P/FP	Land adj White Hart Inn, Burford Road	Relocation of war memorial.	-

Refusal by WODC Planning Authority

None

Other Planning issues:-

Action: Clerk to 1) contact the Enforcement Officer re. The Mill and Old Swan new imposing signage. 2) Contact WODC to ascertain whether fencing between properties in Wenrisc Drive is permitted, in particular, between 15 and 17 where the fence runs the whole length of the driveways. 3) Contact OCC to ascertain whether they are looking to completely resurface the road between Crawley and Old Minster.

19. Correspondence received	Notes/Actions
1. Email from Mrs Kenney re. lopping of sycamore trees and collection of dumped garden waste at the entrance to Wychwood View.	Clerk to contact OCC and WODC and reply to Mrs Kenney. Forward copies to Mrs Smith and Father Adrian
2. Audit papers from BDO Stoy Hayward for our audit on 25 September 06. Mr Haire already has the council's accounts for completion.	
3. Campaign to Protect Rural England's AGM – Sat 8 July 2.30pm, Parish Hall, Elsfield.	
4. CPRE – Oxford Green Belt Walk – Sat 24 June – 10am meeting at Thornhill Park and Ride Car Park. Plus various other CPRE events.	
5. OALC – AGM – 7pm 27 June – Stratfield Brake Sports & Recreation Ground, Kidlington.	
6. Oxfordshire Playing Field Association Roadshows – 12 July at Yarnton & Tuesday 18 July at Kingston Bagpuize. Book your place asap – Ox 883488.	
7. OCC – Review of subsidised bus services – Witney and Eynsham area consultation. We are being asked for our views of our bus services and to advised OCC by 7 July.	
8. OCC – Richard Dudding, Environment & Economy – meeting available to local councils to discuss current key issues. 26 July 06 – 7.30-9pm	
Circulars:-	
9. CPRE – Pond Conservation info.	
10. WODC – “No Time to Waste” information and questionnaire.	
WODC – Tree Condition Survey.	
11. OCC – Drought report.	
12. NHS Thames Valley Primary Care Agency – accepting that Brize Norton is a rural neighbourhood.	
13. OALC – New publications.	
14. NALC – New mileage rates.	
15. CPRE – Fieldwork magazine.	
16.	

17.	WODC – Licensing newsletter.	
18.	WODC – Summer activities.	
19.	Meeting of the Standards Committee – date now passed.	
20.	Charter88 – information.	
21.	WODC – West Oxfordshire Local Plan 2011 – Notice of intention to adopt.	
22.	OCC – Draft bus strategy info.	
23.	OCC – Community Rights of Way – Improvement Fund.	
24.	General PC correspondence.	

There followed a 10 minute parishioner's question time.

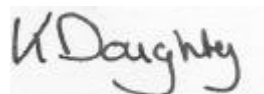
It was commented that Brize Norton Parish Council are looking to reduce the speed limit between Brize Norton and Minster Lovell (B4477) to 50mph and it was hoped that we would support their actions. It was felt that this is very worthwhile. Action: Clerk to write to Brize Norton Parish Council supporting the cause.

Due to the bin by St Kenelm's Church being over used, it was agreed that the option of a larger bin should be explored or the bin emptied twice per week. Action: Clerk to obtain costings.

There being no further business the meeting closed at 9.00pm.

Meetings:-

- Parish Council Meeting – Monday 17th July – St Kenelm's Hall – 7.00pm.



Katherine Doughty
Clerk

Signature of Chairman upon approval of Minutes 17th July 2006

Copies of Minutes to:

Rodney Rose, County Councillor.
Warwick Robinson, District Councillor.
Simon Hoare, District Councillor.

Abbreviations:- Parish Council – PC. West Oxfordshire District Council – WODC. Oxfordshire County Council – OCC.