



MINSTER LOVELL PARISH COUNCIL

www.minsterlovell-pc.gov.uk

Parish Clerk: Katherine Doughty

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MINUTES OF AN EXTRA PARISH COUNCIL MEETING HELD ON TUESDAY 7TH JUNE 2011 AT MINSTER LOVELL METHODIST CHURCH AT 8.00PM

- 1. Present:** Cllr David Haley (Chairman), Cllr Colin Alderman, Cllr Sue Bicker, Cllr Chris Jones, Cllr Tom Smith and Mrs Katherine Doughty (Clerk).

Parishioners and visitors present: 0.

Apologies for absence: Cllr Jonathan Stowell.

Cllr David Haley, Chairman opened the meeting at 8.00pm.

- 2. Declaration of interest in agenda items if considered necessary.**

None.

- 3. Ten minute parishioner's question time on agenda items.**

No questions were raised.

- 4. To discuss and resolve the budget and display material for the Parish Council's stand at the Methodist Church 150th Anniversary Village Day.**

The Clerk discussed the proposed display material for the Parish Council's exhibition stand at the Village Day. The themes and order of display were discussed and agreed. It was proposed by Cllr Jones that rulers with the Parish Council's name, logo and website address should be distributed to promote the Council and a budget of £250 was agreed accordingly. Seconded by Cllr Alderman, one abstention. Carried. Clerk is to forward an artwork proof to Cllr Alderman before confirming order.

Cllr Haley requested that the Clerk draft a Councillor attendance rota for the stand and bouncy castle. A sign stipulating that no children with face paint are to use the bouncy castle is also to be drafted, as requested by the hire company.

- 5. To review and approve the Financial Statements for the year ended 31st March 2011.**

The Clerk answered questions relating to the receipt of allotment fees, use of a Council bank card for petty cash and hall hire costs. Cllr Haley proposed that the Financial Statements are approved, seconded by Cllr Alderman, carried unanimously.

- 6. To review and complete sections 1 and 2 of the Annual Return for the year ended 31st March 2011.**

The Clerk confirmed that she considered the Annual Return to be accurate and recommended that sections 1 and 2 were signed. Cllr Haley proposed that the both sections are approved and signed accordingly, seconded by Cllr Alderman, carried unanimously.

- 7. To discuss urgent village general maintenance matters.**

A quotation received from McCracken & Son for village weedkilling was reviewed. In light of the very reasonable price, it was considered that School Hill is included in the schedule and the lowest quote accepted. Proposed by Cllr Alderman, seconded by Cllr Haley, carried unanimously.

Cllr Haley discussed the need for a one-off strim of the lane/footpath adjacent to The White Hart, which is an access road for The Laurels, Burford Road. It was resolved that McCracken & Son undertake the work before 24 June. Proposed by Cllr Haley, seconded by Cllr Alderman, carried unanimously.

8. To review planning applications, decisions, appeals and enforcements.

Applications submitted to the Parish Council

	Ref. No.	Address	Proposed	Parish Council response
1.	11/0716/P/FP	57 Brize Norton Road	Erection of detached dwelling.	Minster Lovell Parish Council wish to raise concern at the close proximity of the proposed property to number 55 Brize Norton Road and the poor vision splay across neighbouring properties for gaining access to the Brize Norton Road.
2.	11/0757/P/FP	Minster Lovell Mill, Old Minster Lovell	Formation of new roof lights and installation of three new French doors to the Malt House.	Minster Lovell Parish Council wish to comment that consideration should be given to the proposed building being in a Conservation Area and Area of Outstanding Natural Beauty.

Decisions made by West Oxfordshire District Council Planning Authority

	Ref. No.	Address	Proposed	Decision
3.	11/0474/P/FP	16 Wenrisc Drive	Erection of single storey front extension.	Grant, subject to conditions.

Decisions outstanding by West Oxfordshire District Council Planning Authority

	Ref. No.	Address	Proposed	Decision
4.	11/0288/P/FP	Dundon House, School Lane, Minster Lovell	Conversion of garage to annexe and erection of garage/store.	Minster Lovell Parish Council wish to comment only that should the application be granted, appropriate agreements/conditions must be entered into that prevent the ancillary accommodation from being sold as a separate dwelling from the main house.
5.	11/0620/P/FP	7 Bushey Ground, Minster Lovell	Change of use from residential to commercial (retrospective).	Responses from neighbouring properties should be taken into consideration.

6.	11/0590/P/FP	Minster Lovell Mill, Old Minster Lovell	Alterations and erection of single storey extension to create hydrotherapy pool for guests with adjacent treatment rooms.	Minster Lovell Parish Council wish to raise concern regarding the anticipated increased traffic levels. The creation of the proposed facilities will attract an increased number of cars and large service vehicles that will be using the reduced width highway and bridge. Please include these comments in your considerations.
7.	11/0573/P/FP	Goodwood House, Burford Road	Erection of conservatory to rear elevation and alterations to access to provide new gate and stone pillars.	Consideration should be given to possible impaired visibility from a neighbouring property.
8.	NPS/WR/005835	The Old Swan & Minster Mill	Licence to abstract water from the River Windrush at National Grid Ref. SP 31734 11311 for the purpose of generating hydro-electric power using an Archimedes screw turbine.	No comment.

Planning Appeals

None.

Planning Enforcement

- **'Lovells', Windrush Farm, Old Minster Lovell** – Reported to WODC as a possible planning breach regarding conducting a business from the address and causing a highway hazard.
- **Dundon House, School Lane, Minster Lovell** – Reported to WODC as building work has commenced by the property entrance (without known permission).

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



Katherine Doughty
Parish Clerk

Signature of Chairman upon approval of Minutes20th June 2011

Copies of Minutes to: Rodney Rose, County Councillor, Warwick Robinson, District Councillor and Simon Hoare, District Councillor.

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