

ADDERBURY PARISH COUNCIL

MINUTES OF THE MEETING HELD AT THE CHURCH HOUSE, HIGH STREET, ADDERBURY ON TUESDAY 14 JANUARY 2020 AT 7.30PM

PRESENT: Councillor Diane Bratt (Chairman); Councillors Sheila August, Rod Head, Sue Jelfs, Ann Lyons, Martin Rye and Laura Walker.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), Trish Fennell and three members of the public.

APOLOGIES: Parish Councillor Steven Cox submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

Parish Councillor Andy Millard submitted his apologies because he was at work, the apologies were accepted and the absence authorised.

Parish Councillor Garrad Millier submitted his apologies because he was at work, the apologies were accepted and the absence authorised.

Parish Councillor Keith Mitchell submitted his apologies because he was unwell, the apologies were accepted and the absence authorised.

Apologies for absence were also received from District Councillors Mike Bishop, Christine Heath and Andrew McHugh.

The Chairman also advised that should anyone wish to record the meeting, they could do so. No one indicated that they would be doing so.

106/19 Declarations of Interest - All Councillors declared an interest because they were Trustees of the Lucy Plackett Playing Field.

Minute Number 112/19 (v) - Planning Application 19/02448/TCA, EOS Contracting, Gable House, 13 Dog Close, Adderbury – Councillor Ann Lyons declared an interest in this time because she was a resident of Dog Close.

Resolved that the interests be noted.

107/19 Minutes – Prior to the meeting, the minutes of the meeting held on 26 November 2019 had been circulated to the Parish Council.

Resolved that the minutes of the meeting held on 26 November 2019 be approved and signed by the Chairman.

108/19 Matters Arising from the Minutes of 26 November 2019 – There were no matters arising.

109/19 Chairman's Announcements

- Rhys Owens – Mr Owens had not taken up the position of Parish Councillor, therefore the vacancy would be advertised again. **Action TG**

110/19 Open Forum – A resident addressed the Parish Council in objection to planning application 19/02691/F, at land east of The Leys, Adderbury. A number of reasons for objection were presented, which included over development of the site, impact on wildlife and the public footpath and contrary to a number of policies within the Adderbury Neighbourhood Plan and the Local Plan.

The Chairman thanked the resident for addressing the Committee and advised that the application would be discussed later in the meeting.

ADDERBURY PARISH COUNCIL

(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents and provide details of issues within its minutes, unless they are addressing the Parish Council in an official capacity or they specifically request for their name to be included)

111/19 Reports from County and District Councillors – There were no reports from the County and District Councillors.

112/19 Planning

- i) Planning Applications/Works to Trees – Prior to the meeting, the details of the planning applications/works to trees which had been considered by the Parish Council, since the last meeting, had been circulated.

Resolved that, it be noted and approved that, no observations had been made by the Parish Council in respect of the following planning applications/works to trees:

- | | |
|--------------|---|
| 19/02448/TCA | EOS Contracting
Gable House, 13 Dog Close, Adderbury
Various tree works |
| 19/02615/TCA | Mr G Chilver
Lytchett House, Horn Hill Road, Adderbury
Tree works |
| 19/02689/TCA | Ms G Harper
1 Manor Road, Adderbury
Tree works |
| 19/02490/TPO | Mr Fairbairn
Acacia House, 1 Greenhill, Twyford
T1 - Reduce Yew tree by 3-4m to re-balance canopy. T2 - Remove three lower branches from Scotts pine to raise canopy over the road. T3 - Reduce London plane away from building by 3-4m, remove lower limb. T4 - Remove two lower branches from Corsican pine. T5 - Remove Corsican pine with large area of cambium damage and metal in the stem. T6 - Light reduction on Cherry plum by 1-2m. T7 - Light reduction on Box Elder by 1-2m. T8 - Crown lift four lower branches from London plane over parking space. Trees subject to TPO 15/2016. |
| 19/02825/AGN | Ball Colgrave Ltd
Colegrave Seeds Ltd, Milton Road, Adderbury
Building to provide covered storage for machinery and equipment used by the agricultural business |
| 19/02457/F | Mr Tim Precious
Holly Bank, Berry Hill Road, Adderbury
New dormer window to front elevation |
| 19/02725/TCA | Mrs Marles
1 Stud Farm Cottages, East End, Adderbury
Tree works |

Resolved that, it be noted and approved that, observations had been made by the Parish Council in respect of the following planning applications/works to trees:

- | | |
|-------------|---|
| 19/02371/LB | Ms V Dark
Wisteria House, The Green, Adderbury
Removal of red brick wall to front of property facing road |
|-------------|---|

Resolved that, it be noted and approved that, objections had been made by the Parish Council in respect of the following planning application/works to trees: None

ADDERBURY PARISH COUNCIL

Resolved that, it be noted that, the Parish Council is considering the following planning applications/works to tree and tree preservation orders:

19/02932/TCA Mr & Mrs Robinson
 The Cedars, The Green, Adderbury
 Tree Works

- ii) Planning Results – The results of planning application determined by Cherwell District Council since the last meeting of the Parish Council, had been circulated to all Councillors prior to the meeting.

Resolved that the report be noted.

- iii) Milton Road Project – Prior to the meeting, the Chairman circulated to the Parish Council, a report providing an update on the project.

Resolved that:

- 1) the report be noted;
 - 2) the Chairman and Clerk be authorised to continue progressing of the pitch area and continue the management of the land; **Action DB/TG**
 - 3) the Chairman, Clerk and Vice-Chairman be authorised to continue working with the Architect to progress the Planning Application for Phase 2 of the project; and **Action DB/KM/TG**
 - 4) future funding from Section 106 funds for any further reports which may be required to progress the application, be approved. **Action DB/TG**
- iv) Planning Application 19/02796/F – OS Parcels 3309 and 4319 Adjoining and North of, Milton Road, Adderbury - The Parish Council considered the application for recreation of sports & community pavilion with associated carpark and sport facilities (outdoor pitches and MUGA) following planning consent for change of use of agricultural land to sport/recreation and community use (18/00220/F).

Resolved that the Parish Council supports application 19/02796/F. **Action TG**

- v) Planning Application 19/02691/F – Land East of The Leys, Adderbury – The Parish Council considered an application for the erection of three dwellings (revised scheme of 19/00619/F).

Resolved that the Parish Council objects to application 19/02691/F. **Action TG**

- vi) South Northamptonshire Local Development Order (LDO) – The Parish Council had been invited to make comments on the Local Development Order consultation document and information had been circulated prior to the meeting.

Resolved that any comments on the South Northamptonshire Local Development Order be submitted to the Chairman and Clerk. **Action TG**

113/19 Village Matters

- i) FOCAL – Prior to the meeting, Councillor Ann Lyons had circulated a report on the work of FOCAL.

Resolved that the report be noted.

- ii) Working for Adderbury Community (WFAC) – Prior to the meeting, a report had been circulated to the Parish Council detailing the work of the Group and the progress which had been made.

Resolved that the report be noted.

- iii) LAP/LEAP/Community Areas, Adderbury Fields – Prior to the meeting, a report had been circulated to the Parish Council regarding the request from Cherwell District Council, for the Parish Council to take over the responsibility for the community areas on this site.

Resolved that:

- 1) the report be noted;

ADDERBURY PARISH COUNCIL

- 2) the Parish Council does not take responsibility for the LAP/LEAP/community areas on the Adderbury Fields site at the current time, but it will review this decision in the future, should Cherwell District Council make another request;
 - 3) clarification be sought with regard to the drainage system on the site; and
 - 4) clarification be sought with regard to the opening of the two footpaths from the site. **Action TG**
- v) Snow Wardens – Prior to the meeting, a report had been circulated to the Parish Council with regard to a village Snow Warden Scheme.

Resolved that the report be noted.

114/19 Parish Council Matters

- i) Committees:
- Environment Committee – There had not been a meeting of the Committee since the last meeting of the Parish Council. The next meeting was scheduled for Tuesday 28 January 2020.
 - Staffing Committee – There had not been a meeting of the Staffing Committee since the last meeting of the Parish Council.
- ii) Councillors Training Courses – Councillors were advised on a number of training courses which were available to them.

Resolved that the report be noted.

- iii) Parish Council Surgeries – Prior to the meeting, a report had been circulated regarding the Surgery held in December 2019.

Resolved that:

- 1) the report be noted; and
- 2) contact be made with Sanctuary Housing with regard to the removal of trees in Faulkner Close and the impact on residents. **Action TG**

(Councillor Sue Jelfs left the meeting during this item)

- iv) Health and Safety – The Parish Council received the following health and safety reports:

- The Rise; An issue with the swing was being investigated by the Clerk.
- Lucy Plackett Playing Field/Play Area; There were no issues at the Lucy Plackett Playing Field/Play Area.
- Adderbury Lakes; The Chairman reported that the Lakes would be closed at times of high winds.

Resolved that the reports be noted.

- v) Rural Community Forum – Councillor Rod Head reported that he had not yet received from Thames Valley Police, the minutes from the Rural Community Forum meeting held on 4 December 2019.

Resolved that this item be deferred to the next meeting. **Action TG**

- vi) Annual Parish Meeting (APM) 2020 – The Chairman advised the Parish Council that the Annual Parish Meeting was being held on 9 April 2020 and advised that there would be a presentation on Dementia Care as well as the proposed changes to the street lighting in the village.

Resolved that the report be noted.

115/19 Finance

- i) Accounts - The Clerk submitted to the Parish Council, the accounts to be paid.

ADDERBURY PARISH COUNCIL

Resolved that the following accounts for payment, be approved:

Payee	Amount
T Goss – Jan 2020 salary	£1123.66
T Goss – Expenses Jan 2020	£64.19
OCC Pension Fund – Clerks pension for Jan 2020	£384.71
HMRC Quarterly Payment	£722.55
Windrush AEC Ltd Site visit and preparation of lake management plan Adderbury Lakes	£320.40
Theresa Goss – Water rates at allotments	£151.06
Bloxham Mill Ltd – Room hire	£27.00
Derek Latham's and Co Ltd - Detailed proposals for Milton Road project	£1800.00
Adderbury PCC Church House – Room hire for 2019	£225.00
Arrow Accounting – Internal Audit 2019/2020	£285.00

- ii) Bank Reconciliation - Prior to the meeting, the Clerk had circulated the bank reconciliation, as at 14 January 2020 for the accounts at Santander, Barclays and Cambridge Building Society.

Resolved that the bank reconciliation for the Barclays, Santander and Cambridge Building Society accounts be noted. **Action TG**

- iii) Budget/Precept 2020/2021 and Grants applications 2020/2021 – Prior to the meeting a draft budget for 2020/2021 had been circulated to the Parish Council, as well as the grant applications for 2020/2021.

Resolved that:

- i) the budget for 2020/2021 be approved;
- ii) the grant applications for 2020/2021 be approved; and
- iii) the precept for 2020/2021 be set at £49,880. **Action TG**

116/19 Correspondence – There was no further correspondence.

THE LUCY JANE PLACKETT CHARITY **(One Item)**

117/19 Pavilion and Playing Field Lease – The Clerk advised that she had contacted Adderbury Football Club and they had not made any comments on the renewal of the lease.

Resolved that the report be noted.

118/19 Exclusion of the Public and Press

Resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the minute numbered 119/19 on the grounds that it could involve the likely disclosure of private and confidential information which was not in the public domain.

119/19 The Leys – The Chairman reported that the Land Registry had noted that there was a discrepancy with the registration of the access track land at The Leys and the Parish Council was awaiting an update.

The Chairman also reported that the Parish Council had been invited to a meeting with the agent for the applicant.

Resolved that:

- 1) the report be noted; and
- 2) the Parish Council accepts the offer for a meeting with the Agent and the Chairman and Clerk be authorised to attend, along with any other Councillors who are available. **Action DB/TG**

(Members of the public were invited back into the meeting at the conclusion of this item)

ADDERBURY PARISH COUNCIL

120/19 Meeting Dates – Future meeting dates are as follows and will commence at 7.30pm at the Church House, Adderbury, unless stated otherwise:

- 25 February 2020
- 31 March 2020
- 9 April 2020 (Annual Parish Meeting, Methodist Hall)
- 21 April 2020
- 19 May 2020

121/19 Items for Future Agendas (For Information Only)

- Internal Audit Report for 2019/2020
- Rural Community Forum – 4 December 2019

(Meeting closed at 8.50pm)

Chairman – 25 February 2020

DRAFT