

# Begbroke Parish Council

Website: <https://www.begbrokepc.org.uk>

Clerk to the Council: Jeffrey Wright, 27 Willow Way, Begbroke, Kidlington, Oxon. OX5 1SD.

e-mail at: [clerk@begbrokepc.org.uk](mailto:clerk@begbrokepc.org.uk)

## MINUTES OF

### REMOTE MEETING OF BEGBROKE PARISH COUNCIL HELD BY ZOOM (ID: 812 8619 6627)

<https://us02web.zoom.us/j/81286196627> ON MONDAY 4th MAY 2020 AT 6.00 PM

#### 1 Present:

1.1 Cllr Malcolm Ryder (Chair); Cllr David Wintersgill (Vice Chair); Cllr Beverly Napier; Cllr Lindsay Gregory; Cllr Leslie Allen; Cllr Darron Rudkins; Cllr Conrad Copeland CDC; Cllr Nigel Simpson (Gosford & Water Eaton PC); Jeffrey Wright - Clerk;

#### Apologies:

1.2 Cllr Maurice Billington OCC CDC,

#### 2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting Monday 2<sup>nd</sup> March 2020 were unanimously confirmed as a true record.

#### 3 Declaration of Disclosable Pecuniary Interests, Gifts or Hospitality

3.1 None

#### 4 Matters Arising

4.1. Warning sign in Begbroke Lane to advise of a play area (Diag. 545). No progress to date.

4.2 Request for Stagecoach 7 service or the Oxford Bus Company 500 to divert through Begbroke on route – negative reply from Oxford bus (increase the times but consider future services if housing plans proceed); no reply from Stagecoach. It was noted that there were plans for a future P&R associated with housing plans.

4.3 Emergency planning – forms sent to BVHMC - who completed information and sent to CDC

4.4 No other matters arising

#### 5 A44 and Begbroke Science Park

5.1 Petition for a pedestrian crossing – No progress to report.

5.2 A44 defects reported to OCC: 50mph sign reversed at Langford lane, sign, Rutten Lane Cycle path covered in mud and leaves, potholes, and overgrown brambles in service Road – all completed

5.3 A new 30mph speed limit and signalised pedestrian crossing has been installed at Woodstock.

#### 6 Reports from County/District Councillors/Other contributors

6.1 County Councillor – No report.

6.2 Cherwell District Councillor – reported on item 9.10. Meetings planned for May to decide on Local plan were likely to restrict public submissions and comment. Cllr Middleton was trying to obtain documentation and a complaint had been lodged with Cherwell to try to obtain updates.

6.3 Other contributors – joined in with discussions.

#### 7 Council Representatives.

7.1 BVHMC Report. New telephone/internet provider in use.

7.1.1 Field Drainage and sports facility – the committee discussed a grant application to CDC by BVHMC for financial assistance to drain the recreation field. Application required consultation with the parish council and to see if they supported the project. It was unanimously agreed to copy the letter sent to Mr Skipp. although some information had since changed. Councillors were divided on the issue with no majority for support. Some Issues raised were orchard and boundary tree planting - the space left was insufficient for football or cricket (supported by measurement) One goal post had been removed. There were concerns regarding BVHMC plans for a village green, and possibly forming a limited company to manage the hall and grounds. It was pointed out that the field was owned by the village and managed by BVHMC which is a registered charity. It was considered that views of the villagers should be sought before any large-scale plans are implemented – especially possible financial implications for the parish council who have given a great deal of financial support and help to hall projects.

7.2 No London Oxford Airport Consultative Meeting. It was noted that occasionally, planes were taking from the airport.

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## 8 New Business

**8.1** Spring Clean – Cllr Ryder retrieved 4 bags of rubbish from Begbroke Lane. The clerk had obtained a supply of dog waste bags from the dog warden and was topping up points at the dog bins, as necessary. Cllr Wintersgill had a bag distribution point and sign in from garden.

**8.2** Covid-19 -Parish council meeting could not be held in person, but legislation now permitted virtual meetings. Clerk reported that he had a dedicated page on the website.

## 9 Planning

**9.1** Enforcement Reference Number: 19/00395/ENF) Unauthorized shed erected at the front of the dwelling house at 50 Begbroke Crescent in Begbroke – now removed

**9.2** 20/00102/OUT Mr Jim Jennings Demolition of existing house and erection of two houses seven flats parking and associated works. 12 Sandhill Road Begbroke – withdrawn and then resubmitted with 6 flats as 20/00870/OUT. Objections sent and recorded at CDC

**9.3** 20/00696/F Mr and Mrs Kershaw 28A Spring Hill Proposed side extension and detached garage with new vehicular entrance. Observations sent only

**9.4** 19/01269/CLUE Mr Bruce Cummings Belmont 8 Foxglove Road Begbroke OX5 Certificate of Lawful Use Existing for amenity land to west of dwelling at no. 8 Foxglove Road as a domestic garden, with the introduction of boundary fence and hedge on the western and northern boundaries - Objection

**9.5** 20/00496/F 2 Begbroke Crescent Begbroke OX5 1RW Proposed change of use from C3 (dwelling) to C1 (guesthouse) with associated internal and external works. Objections sent and recorded at CDC

**9.6** FW: 20/PRM1710/LAPRE1 | New Premises Licence | Open for Consultation | Priory House 25 Woodstock Road West Begbroke Kidlington OX5 1RJ. Observations sent only.

**9.7** Enquiry regarding width of Begbroke Lane and Boundaries prior to building in garden. Advised enquirer to check own boundaries, contact footpath officer and that previous encroachment was dealt with by OCC. Advised that width was 24ft under the Kidlington enclosure award of 1816

**9.8** 20/01000/F Mrs Juliana Duka 47 Begbroke Crescent, Begbroke, Kidlington, OX5 1RW  
Demolition of existing single storey flat roof side extension. Erection of two storey pitched roof side extension to form altered kitchen / diner and provision of GF WC and altered access into the dwelling extended bedrooms 1 & 2, form enlargement to FF bath / WC to accommodate spa bath.  
Observations only to be sent.

**9.9** 19/00059/ENFC - Maple Tree, 38 Woodstock Road – No enforcement progress with rendering of walls to comply with retrospective planning conditions.

**9.10** Green Belt Housing plans – Cherwell District Council has used emergency powers to pass potentially controversial proposals in relation to the much criticised and unpopular local plan partial review. The council executive, along with senior council officers, have supported a recommendation to pass control of any so-called affordable homes that will be built on Cherwell's green belt to the city council.

## 10 Correspondence (see register for full details of postal correspondence)

**10.1** None read out

## 11 Financial Matters

### 11.1. Grant Information/Grant Applications/receipts

**11.1.1** Begbroke and Yarnton Green Belt Organisation – Grant funds towards a possible judicial review of Cherwell Housing Plans. Discussed but no decision made.

**11.1.2** Parish Council received a grant from Cherwell's COVID-19 Priority Fund Grant to cover the cost of Zoom (£288.00)

### 11.2 Balances and Liabilities and Income

**11.2.1** Balance £18k TBA (Money) Bank Statements : Current £19,823.80 Reserve £1,906.17 (28/04/2020)

**11.2.2** Liabilities £3.1k Transfer of funds: £0.00; Income Bank interest £0.30 VAT Refund £4553. Precept CDC 1st Payment £14,090.75; CTRS Grant CDC £36.22; CDC Covid-19 Grant £288.00

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## 11.3 Expenditure

11.3.1 Oxford Green Belt Network £15 CN 835

11.3.2 CDC Dog Waste Bin emptying £180.18 CN: 833

11.3.3 HMR&C NI/PAYE Liability £341.80 CN: 834

11.3.4 Function 28 Annual Zoom License £288.00 CN: 836

11.3.5 NR Prickett Grass cutting Invoices 1174 & 1182, £114.00 & £666.00 CN's: 842. 843

11.3.6 Jeffrey Wright – clerks salary April May June 2020 £1,656.69 CN:837

11.3.7 HMR&C NI/PAYE Liability to 22<sup>nd</sup> July 2020 £341.80 CN:

11.3.8 Connoll Accountants and Business advisors Ltd (John Dovey) Payroll submission and P60 preparation to HMR&C £270 CN: 839

11.3.9 Mr Caughey – internal audit £200 CN: 840

11.3.10 Zurich Municipal Parish Council Insurance £1,228.80 CN: 841 (note clerk advised insurers of most recent asset register and asset inspection 6<sup>th</sup> January 2020)

The above financial transactions were unanimously approved.

11.3.11 Cllr Ryder - hall telephone and internet charges – tba

## 11.4 Quotations/Tenders

11.4.1 None

## 11.5 Bank Matters

11.5.1 None

## 11.6 Other Financial Matters

11.6.1 AGAR Return 2019-20 - unanimously approved internal Audit report from M.A Caughey.

11.6.2 AGAR Return 2019-20 unanimously approved Annual Governance Statement.

11.6.3 AGAR Return 2019-20 unanimously approved the Accounting Statements.

11.6.4 Commencement date for the exercise of public rights was unanimously approved for commencement Wednesday 3rd June 2020 and ending on Tuesday 14th July 2020

11.6.5 Full payment submissions have been made to HMR&C as required by Real Time Regulations.

## 12 Health and Safety Matters

12.1 No playground inspection reports received as play area is current closed due to Covid-19 and no inspections are being carried out. Clerk is to check existing closure notices and install further if necessary. He is to arrange with Baylee Construction taping off equipment and padlocking gates if necessary.

12.2 Play area issues – entrance gate and spring tensions referred to Baylee.

## 13 Training

13.1 No training requests.

## 14 Freedom of information requests/receipts

14.1 None

## 15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1.1 Footpath amendments, anomalies, and additions.

15.1.2 Begbroke Lane – poor condition at Kidlington end – no progress

15.1.3 Other footpath issues – several styles and gates have been replaced on Merton College land in Begbroke West. Five marker post at 420/14/15/16 Spring Hill, is only held up by foliage.

15.1.4 Church wall has collapsed adjacent to FP 5 in conservation area – clerk to write to vicar as safety issue and in conservation area.

## 16 Website

16.1 Website was satisfactorily reviewed

## 17 Proposed dates of the Next Meeting (s):

17.1 to be advised

Signed Chairman/Vice Chairman 3<sup>rd</sup> August 2020

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