

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

MINUTES OF

REMOTE MEETING OF BEGBROKE PARISH COUNCIL HELD BY ZOOM Meeting ID: 860 0439

2641

ON MONDAY 5TH OCTOBER 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; Jeffrey Wright - Clerk; Cllr Nigel Simpson (Gosford & Water Eaton PC);

Apologies:

1.2 None

2 Read and Confirm Minutes of Last Meeting

2.1 The minutes of the meeting Monday 3rd August 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). OCC have completed.

4.2 Blocked drain in Spring Hill Chamber cleaned. It appears that drain discharges to ditch and then through culvert under Hall Farm. Recent images show water flowing.

4.3 Cycle rack for village hall – progressing. Excavation works and supporting walls necessary.

4.4 Earthline Vehicles. The restriction in vehicle numbers is under a condition within the planning consent at 318 per day, maximum. &.30 – 9.30 and 16.30 -18.30. Clerk has OCC 2014 routing agreement. OCC are monitoring. It has been noted that there are many vehicles are out early morning between 6.45 and 7.15.

4.5 No other matters arising

5 A44 and Begbroke Science Park

5.1 LED Speed Signs – Bluetooth modules have been replaced and data can be downloaded to laptop. Will requires some time to download and assess all historical data.

5.2 Other A44 matters.

6 Reports from County/District Councillors/Other contributors

6.1 County Councillor – no report.

6.2 Cherwell District Councillor – no report.

6.3 Other contributors joined with discussions.

7 Council Representatives.

7.1 BVHMC Report.

7.1.1 Cllr Allen reported on the recent village survey regarding the recreation field. There was a 32% response to the 312 leaflets distributed. He mentioned the various suggestions such as equipment provision, walking and planting areas that will be discussed by the village hall committee. Results will be published in The Link. He considered there were important priority issues that should be carried out first such as an asbestos survey and Health and Safety audits. Clerk had produced an asset register for the hall which Brian Habberfield is to consider and add to.

7.2 London Oxford Airport Consultative Meeting – regular smell of aviation fuel in the village. Several councillors and clerk have noticed the odour. Clerk has written airport manager with no reply. Will write to

8 New Business

8.1 Signed minutes 09/01/2012- 03/02/2020 have been deposited at Oxfordshire History Centre. This was unanimously approved.

8.2 Network Rail Proposals for Sandy Lane and Yarnton Lane were discussed at length. It was considered that they had made their mind up to close the crossing and it did not matter which arguments were presented. However, the crossing can only be closed with local authority approval and it was considered that this was the best course of action. It was noted that Sandy Lane was not on the County Council's emergency road diversion plan leaving people unable to get to Yarnton or Begbroke if the A44 was closed. Sandy Lane would be an option despite the 3T weight limit. Clerk to write to OCC to ask for an alternative route to be included on their emergency diversion plan. Closure could also affect emergency services response times.

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8.3 Clerk has applied for next edition of Electoral Register

9 Planning

9.1 Letter from Merton College and consultants regarding site PR09 – consultation.

- 1) Around 540 new homes
- 2) Green open space, accessible to the public
- 3) Community woodland and Local Nature Reserve
- 4) Space for school playing fields at William Fletcher School
- 5) Space for the expansion of Yarnton Medical Centre.

The committee were opposed to the plan as it virtually joined Begbroke to Yarnton destroyed ancient fields and affected woodland and wildlife. They considered the consultation was “fishing” exercise so that it could be modified before submitting to planning. Clerk asked for suggestions to be put forward, but it was considered to reserve main comments for when an application is considered.

9.2 Cherwell Local Plan 2011-2031 (Part 1) Partial Review – Oxford’s unmet housing need – notice of adoption. Noted.

9.3 Cherwell Local Plan Review 2040 – Friday 31 July 2020 – 11.59pm, Monday 14 September 2020 and Sustainability Appraisal Scoping report – now closed.

9.4 Proposed A44 North Oxford Corridor Scheme – consultation

- Improve priority and capacity for bus-based public transport.
- Deliver dedicated, high quality, segregated, continuous cycle routes.
- Deliver pedestrian link and crossing improvements.
- Achieve nil detriment to general traffic where possible
- Consider access / egress to Cherwell Local Plan Part 1 Partial Review sites.
- Introduce Smart Innovative measures where appropriate.

A complex series of drawings was submitted by e mail to the clerk but due to a “Zoom” meeting, it was impossible to study them as a group. They need printed to a realistic size. Mainly Pear tree to Yarnton.

9.5 19/00059/ENFC Woodstock Road – some remedial activity apparent – but painting not render.

Enforcement are investigating again.

<u>20/02066/F</u>	Solid State Logic 25 Spring Hill Road Begbroke Kidlington OX5 1RX	Removal of bank of domed roof lights and replacement with mono-pitch glazed lantern	30/7/2020	Under Consultation
<u>20/01945/ADV</u>	Begbroke Veterinary Surgery 40 Woodstock Road East Begbroke Kidlington OX5 1RG	RETROSPECTIVE - V shaped non- illuminated sign above wall at entrance that was granted permission under application number 19/00524/ADV. The sign delivered and installed is slightly larger than the approved plans and on the opposite side of the entrance	21/07/2020	Permitted
<u>20/01420/F</u>	12 Sandhill Road Begbroke OX5 1RS	Demolition of existing house and erection of 2 semi-detached houses with parking and associated works	01/06/2020	Under Consultation
<u>20/01229/DISC</u>	The Old Rectory 4 St Michaels Lane Begbroke OX5 1RT	Discharge of condition 3 (door and windows) of 19/02004/LB	11/05/2020	Application Permitted

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<u>20/01000/F</u>	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. Form extended bedrooms 1 & 2, form enlargement to FF bath / WC to accommodate spa bath.	14/04/2020	Application Permitted
<u>20/00696/F</u>	28A Spring Hill Road Begbroke	Proposed single storey side extension and detached garage with new access Application permitted.	16/03/2020	
<u>20/02283/CLUP</u>	27 Fernhill Road	CLU for Home Office	19/08/2020	Under Consultation

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

10.1 As register – circulated as appropriate.

11 Financial Matters

11.1. Grant Information/Grant Applications/receipts

11.1.1 No grants for play equipment available form CDC – all used until April 2021

11.2 Balances and Liabilities and Income

11.2.1 Balance £23,219.62 (Money) Bank Statements : Current £22,512.65 Reserve £1,906.83

11.2.2 Liabilities £1,199.86 Transfer of funds: £0.00; Income: Precept 2nd half £14,090.75 Bank interest – Jul & August £0.03

11.3 Expenditure

11.3.1 Playsafe RoSPA – Playground inspection Invoice 50621 CN: 855 £90.60

11.3.2 Begbroke & Yarnton Green Belt Campaign – Grant CN: 856 £3000.00

11.3.3 Sign Design Oxford Limited – Play Area signage & Posts Invoices: £400.55 CN: 852; 857

11.3.4 Playsafe RoSPA – Playground Risk Assessment 50736 CN: 858 £300.00

11.3.5 Moore – External Audit invoice 301591 £240 CN: 859

11.3.6 NR Prickett Grass cutting Invoice 1279 £432.00 CN: 860

11.3.7 RITETECH Ltd Cycle rack invoice RT268 £658.79

11.3.8 Function28 Ltd Accessibility Regulation work to website Inv 8176 CN: 862 £240.00

11.3.9 CDC Dog Bin emptying Invoice 7014716 £180.18 CN:863

11.3.10 Function28 Ltd Website hosting and SSL fee Inv 8321 CN: 865 £203.99.00

11.3.11 NR Prickett Grass cutting Invoice 1279 £432.00 CN: 860

11.3.12 Other financial transactions.

The above transactions unanimously agreed.

11.4 Quotations/Tenders

11.4.1 Proposal for a new Non-Bump See-Saw at play area. Wicksteed £5,320 including installation & safety mats; ex vat. Other enquiries made with no responses and this appears to be the only one with the safety facility. It was unanimously agreed to purchase. Clerk to arrange site meeting with representative.

11.5 Bank Matters

11.5.1 None

11.6 Other Financial Matters

11.6.1 National Pay award for clerks – pay rise for clerk was unanimously agreed.

11.6.2 External Audit outcome. (AGAR) was unanimously approved.

11.6.3 Office of National Statistics Business Register and Employment Survey 2020 – completed by clerk and submitted.

12 Health and Safety Matters

12.1 Playground inspection reports – new rota issued.

12.2 Play Area defects - Baylee carrying out repairs gradually. Horse re-painted by Wicksteed, rotted post replaced on climbing frame and some gaps between safety surfaces and edgings filled with macadam

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12.3 Clerk has a Play Area Closed sign which can be fitted with clips to the signpost at the play area. Baylee also has the padlocks and chains. If there is a need to close area for whatever reason – this can now be easily facilitated. Information on website.

12.4 Play area – external risk assessment completed by Play Safety

12.5 Risk Assessment for carrying out inspections – still required councillor responses so Cllr Allen can finalise. Clerk re-circulated document.

12.6 Village – 6 monthly asset inspection – completed. Completed log form awaited from Baylee.

12.7 Overhanging branches Sandhill – removed

12.8 Duty of Care survey for Trees arranged with Nicholson (excluding recreation ground)

13 Training

13.1 Training requests

13.2 Play area inspection training – Cllr. Allen to arrange training for Cllr. Rudkins/ Cllr Wintersgill on 17th October 10.00am at play area.

14 Freedom of information requests/receipts

14.1 None

15 Footpaths, Bridleways and Restricted Byway (RUPP)

15.1.1 Footpath amendments, anomalies, and additions. 420/15 to 124/3 Tenant has agreed to replace missing bridge. FP9 should really go through the compound, FP10 has become unused – should go through the Solid-State logic field and join FP9. Chairman and Clerk met footpath Officer and walked problem areas. The removal of undergrowth to FP 10 from A44 has been arranged with Eds garden Services. Merton requested to cut foliage preventing access from their land. FP 5 – DMMO Application pack received.

Report from Katie Walther who met Cllr Ryder and Clerk to walk paths.

- 1. 15.1.2 Ref. 29486 Footpath 10** – This route is currently blocked by a hedgerow but there is evidence of an old fence/stile post and stone bridge with a channel that runs under the A44 to the eastern side. Action – as Footpath 9 runs parallel to this only a short distance south and meets up at the same point, resolving this issue is not a high priority for us. I will pass the concerns regarding the bridge and drainage to our Highways Bridges team and ask them to look.
- 2. Ref. 28926 Footpath 9** – There is a redundant beam bridge which originally linked up to the stile at the roadside. However, since there is also a culvert at this location for landowner access, a replacement is not necessary. The site will be monitored as the area next to the stile has deteriorated making it fairly narrow at the point where people cross the stile.
- 3. Ref. 29487 Footpath 9** – Waymarking incorrect on stile. I understand this is now in hand and that the landowner is going to change this, so I have now resolved this issue.
- 4. Ref. 29570 Footpath 9** – Temporary electric fencing has been erected on the definitive line. I will contact the landowner and request that this is moved approximately 2m inwards from the hedge line.
- 5. Ref. 29571 Footpath 9** – Temporary electric fencing blocking definitive line across the field towards Springhill Road. I will contact the landowner and request that a suitable crossing is installed e.g. plastic insulated handle where the footpath runs to act as a gate.
- 6. Ref. 23036 Footpath 5** – St Michaels Lane definitive map anomaly. I have spoken to someone in the Countryside Records team who has suggested you email them and Highway Records asking that this anomaly is addressed sooner rather than later due to the potential adverse possession claim. Use this reference number when you email them and mention that I suggested submitting a DMMO application to record the section as a public right of way. There is also the highway boundary dispute so the highways team will need to have a look into this as well. You can contact them at: countrysiderecords@oxfordshire.gov.uk and highway.records@oxfordshire.gov.uk
- 7. Ref. 29572 Footpath 9** – From Springhill Road end the definitive line is currently blocked. There is a pedestrian gate approx. 25m west of the definitive line which is signposted. There is a permissive route around the field edge, but the definitive line is blocked across the middle of the field by temporary electric fencing. I will contact the landowner and request that a suitable crossing is installed e.g. plastic insulated handle where the footpath runs to act as a gate.

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8. **Waymark posts** – If you can get written confirmation from the landowner that they are happy for waymark posts to be installed by the parish council at the locations you wish for them to be, and that they will take the necessary steps to ensure that it is safe for this to be done (i.e. public utility searches) then you may carry out the work. Alternatively, as this is a low priority issue it is unlikely that we will be able to do with work for 12-18 months. If you could send me a location plan showing where you wish them to go and if you can get confirmation from the landowner then I'd be happy to see if we can source the waymark posts.
9. **Ref. 27156 Bridleway 1** – Surface improvement request. You mentioned the possibility of installing a pipe here running into the ditch. However, works to the ditch would also need to be done and this is likely to be costly. I will arrange for an inspection of the area to assess what the best option to improve this would be here.

15.1.3

15.1.4 Begbroke Lane – no progress with defects

15.1.5 Dalton Lane – no progress with muddy section but footpath officer investigating – see 27156

16 Website

16.1 Website review – Cllr Allen pointed out the lack of a H&S policy on the site

16.2 Website has been audited and corrected to the Accessibility Regulations requirements.

17 Proposed dates of the Next Meeting (s):

17.1 to be advised

Signed Chairman/Vice Chairman December 7th 2020