

## CUMNOR PARISH COUNCIL

### Minutes of the Meeting of the Cumnor Parish Council held in the Orange Room, Dean Court Community Centre on Monday 3 April 2017 at 7.30pm

**Present:** Councillors: Gerald Frost, (Chairman), Steve Viner, (Vice-chairman), Tom Christophers, Pam Fraser, Jeffrey Gee, Bryan Goudman, John Griffin, Trevor Halls, Dudley Hoddinott, Alison Jenner, Fiona Newton, Judy Roberts, Nick Surman, County Councillor Janet Godden, 4 parishioners and Tina Brock, Clerk.

**88/17 Apologies for Absence.** Councillors: Lucy Mangua, (prior commitment), Paul Taylor (prior commitment) and County Councillor Melinda Tilley (prior commitment). These apologies were received.

**89/17 Variance of Order of Business.** With Council's permission item 19v planning application P17/V0584/FUL 45a Cumnor Hill was brought forward of the meeting.

**90/17 Declarations of Interest.** Disclosable pecuniary interest for:

Minute 108/17 vi Gerald Frost lives nearby the development.

Personal interest for:

Minute 95/17 i Trevor Halls worked for Frankham Consultancy who were the architects for a previous planning application at this site.

Minute 95/17 i Nick Surman worked for Frankham Consultancy who were the architects for a previous planning application t this site.

**91/17 Minutes of the Meeting of the Parish Council held on Monday 6 March 2017.**

Council RESOLVED to approve the minutes which were signed by the Chairman as a correct record.

**9217 Clerk's Newsletter and Addendum to the Agenda** was received.

a) Payment of Accounts. Approved as per minute 93/17.

**93/17 Payments of Accounts.** Council RESOLVED to authorise the payments specified in the Clerk's Newsletter and Addendum and reproduced below:

			Net cost	VAT	Sub total	Total
<b>Payments received:</b>						
1 LGA 1982 s150	VWHDC	1 <sup>st</sup> half of Precept 2017/18 and CTR grant				45,786.00
2 LGA 1972 s111	Fogwell Road Pavilion	Quarterly contribution towards Council insurance				200.00
3 Enclosure Act 1845	Rural Payments Agency	Environmental Stewardship Scheme (see invoice 13)				1,148.78
<b>Payments now due:</b>						
1	South Central Ambulance Charity	Grant S137				500.00
2 LGA 1972 s111	Oxfordshire Assoc Local Councils	Clerk's training	35.00	7.00		42.00
3 LGA 1972 s143	Oxfordshire Playing Fields Assoc	Subscription 2017-2018				70.00
4 LGA 1972 s134	Dean Court Community Assoc	Room hire				14.00
5 a-e LGA 1972 s112 Contract/Pensions Act 2014	Staff related costs					4,010.54
6 LG(Misc Prov) Act 1976 s19	MRH Services	Service inspection of play parks				78.00
DD Telecom Act						

1984 s97	BT	February office phone bill	27.12	5.42		32.54
7 LGA 1972 s143	Community First Oxfordshire	Membership 1 April 2017-31 March 2018				85.00
8 LGA 1972 s143	Oxford Green Belt Network	Subscription 1 April 2017 - 31 March 2018				15.00
9 LGA 1972 s134	Fogwell Road Pavilion	Room hire - Highways Committee 14/03/2017				15.00
10 Parish Councils Act 1957.	The Bin Cleaner	Cleaning of 13 bus shelters				455.00
11 LG (Financial Prov) Act 1963 s5	T Brock	Clerk's reimbursements	367.23	12.49		379.72
12 LGA 1972 s134	Cumnor Old School Charity	Room hire - Character Assessment meeting				12.00
13 Enclosure Act 1845	Cumnor Conservation Group	Environmental Stewardship Scheme (see receipt 3)				1,148.78
14 LGA 1972 s111	The Net Result	Payroll charges				55.50
15 LGA 1972 s 214	Paul Jovanovic	Garden of Remembrance grounds maintenance				160.00
16 Public Health Act 1875 s164	Total Pest Control (UK) Ltd	Quarterly mole control - Fogwell Field	94.50	18.90		113.40
17a Highways Act 1982 LGA 1972 Open Spaces Act 1906	Ady Podbury Grounds Care	Grass cutting, strimming, litter picking & raking sand at Burial Ground, Pinnocks Play Park & Leys Road verge	210.00	42.00	252.00	
17b Highways Act 1980 LGA 1972	Ady Podbury Grounds Care	Grass cutting, strimming, litter picking & raking pea shingle at Mayfield & Meadow Play Parks & Farmoor Stores verge	180.00	36.00	216.00	
17c LGA 1972	Ady Podbury Grounds Care	Grass cutting, strimming, litter picking & stone picking at Farmoor, Closes & Glebe Play Parks	410.00	82.00	492.00	960.00
18 LGA 1972 s142	EuroSolve Ltd	Website design	1,200.00	240.00		1,440.00

Notes.

1. After all payments are made the Santander Community Account will be in credit at £187,356.54.
2. The Council has the following debtor for 2017/18: HMRC (Reclaimable VAT) £443.81.
3. Electronic payment for invoice 5a was approved between meetings.
4. Charinco Common Investment Fund. Dividend cheques for £254.64, £26.33 and £26.84 received and sent to COIF deposit account.
5. As at 17 March 2017 the Corporate Notice Account held a balance of £71,868.63.

**94/17 Public Participation.** Council adjourned to allow members of the public to speak.

Planning application P17/V0584/FUL 45A Cumnor Hill. Resident objected to the proposal on the grounds of impact on the neighbours, tandem development, visibility for vehicles accessing Cumnor Hill and concerns that the conifers to the rear of the site may be removed.

Council reconvened.

**PLANNING**

**95/17 Submitted Planning Applications.** The Council would submit the following observation:

i	P17/V0584/FUL	45A Cumnor Hill, Cumnor, Oxford OX2 9EY <i>Proposed removal of existing dwelling and provision of a replacement dwelling.</i> <b>Objects.</b> This proposal to increase the footprint of the existing dwelling by 250% is overdevelopment of the site. Council is mindful of the problems of surface water run-off and underground water flows in this part of Cumnor Hill. The proposed replacement appears to lie on the spring line, and the potential impact of disruption to groundwater
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		<p>flows is unpredictable, and Council fears an increased risk of flooding further downhill. Council would draw your attention to the Planning Inspectorates reasons for dismissing an appeal by the applicant of planning application P16/V1703/FUL 20 Cumnor Hill ‘Cumnor Hill is predominately residential in use and is characterised by dwellings set in long linear plots which gives the surrounding area a spacious character. The long rear garden of no 20 makes an important contribution to this spacious character’. Council believes that the Inspectorates comments apply to this proposal and to maintain consistency the application should be refused.</p> <p>The Inspectorates findings are in line with the VWHDC Design Guide E 2.29 ‘Cumnor Hill had a distinctive low density, well landscaped character and includes a variety of substantial detached properties’.</p> <p>Voted to object to the proposal at a vote of 7 for, 1 against, 3 abstentions.</p> <p>Trevor Halls and Nick Surman abstained from voting.</p>
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3 parishioners left at 8pm.

## REPORTS

**96/17 Report from County Councillor(s).** CC Tilley sent an email report. See annex 1. CC Godden reported.

No date had been set to consider Oxford City Councils proposal for an extra 650 spaces at Seacourt Park & Ride.

The Westgate shopping centre was expected to be completed by October 2017.

Government announced that the Better Care Fund for the integration of health and social care had national funds available for 2017/2018 of £5.2bn and for 2018/2019 £5.6bn.

The County Council elections would take place on Thursday 4 May 2017. Council thanked Janet Godden for her services over the past 24 years.

**97 /17 Report from District Councillor(s).** DC Roberts reported:

Residents of the Persimmon development Cumnor Heights (Timbmet site) had complained that roads had not yet been adopted, 6 streetlights were not working and there were problems of litter and bins not being emptied. The open space to the rear of site near to the SSSI had not been handed over to a management company with reports that VWHDC would not adopt the area. VWHDC had said that they had not been approached to discuss adoption.

VWHDC Enforcement and Planning Policy were in discussions with Persimmon as there were problems of streetlights not working and alterations were needed to the crossing in the middle of the Tilbury Fields development to deter access to Tilbury Lane. Persimmon were in a legal dispute over the boundaries of Hazel Road.

DC Roberts asked Council if it wished her to push for a meeting with Council, North Hinksey Parish Council and Persimmon to solve development problems that still exist at both sites. (*Clerk's Note: Meetings used to be held with Persimmon to discuss developments at the Tilbury Fields development but Persimmon stopped the meetings in September 2016.*) Council agreed that a meeting should be arranged.

£106 funding from both developments to be spent on public art was still available. Statues of two sets of sheep had been commissioned and completed for Tilbury Fields and had been placed at the Leap (Local Equipped Area for Play) and the junction of Tilbury Lane. The statues had been produced by a local artist and made from local stone. A request for suggestions of public art for Cumnor Heights had been received from Abi Brown, VWHDC Arts Development Officer. DC Roberts said that signage to the play park at the rear of the development had been previously discussed but until the adoption of the open spaces had been resolved signage would be difficult to install.

DC Hoddinott reported:

VWHDC Enforcement Team had served notice on the applicant of 9 Turnpike Road that building work was not being carried out in accordance with P16/V0180/HH and had to be demolished within 3 months.

Residents of Forster Lane had raised concerns that construction vehicles would be using the unadopted lane belonging to VWHDC during building work at 74 and 76 Abingdon Road, Cumnor. VWHDC Planning had been contacted to request that construction vehicles do not use the road as it is in a very poor state of repair.

**98/17 Report from Representative(s) on Outside Bodies.** None.

## **FINANCE**

**99/17 Quarterly Financial Summary** as at 17 March 2017 was noted.

**100/17 Reconciliation of Councils Bank Accounts.**

- i. Quarterly bank reconciliation was verified by Nick Surman
- ii. 1 April 2016 to 17 March 2017 bank reconciliation was verified by Nick Surman.

## **RECREATION AND PLAYING FIELDS**

**101/17 Draft Minutes of the Fogwell Road Pavilion Management Committee Meeting held on Wednesday 8 March 2017** were received. Steve Viner reported that the FRPMC was looking for a new Treasurer as Derek Rawson who had held the post for many years wished to hand it over. If Councillors knew of anyone who may be interested please let him know.

**102/17 Update on Other Current Matters.** Thames Water had given permission for the installation of outdoor fitness equipment at Mayfield Road play park, Farmoor.

Council had approved expenditure to install solar lighting at play parks in the parish at its last meeting (minute 71/17). Prior to placing the order to ensure the lighting was fit for purpose the Chairman visited Begbroke Science Park where solar lighting had been installed and found that, in his opinion, the lighting was not adequate. John Griffin and Judy Roberts would make a site visit and report back to Council as to the lights suitability.

## **HIGHWAYS**

**103/17 Draft Minutes of the Highways Committee Meeting held on Tuesday 14 March 2017** were received.

**104/17 Update on Other Current Matters.**

- i. Parking issues at Cumnor Road, Farmoor. TVP had been asked to facilitate a meeting with local businesses to resolve the problem but as it was not in their remit were not able to. Council agreed to arrange a public meeting with local businesses and residents in the Village Hall to try to resolve the issues.
- ii. Reports of cars parking on the grass area at Robsart Place and parking/dropping off issues outside Cumnor C of E School had been received The Clerk would report these issues to the local PCSO.
- iii. Tom Christophers would be meeting with the Head Teacher, C of E School Cumnor to discuss planting a tree within the school grounds to replace the Chestnut Tree removed during the installation of a streetlight at footpath 19 (Eynsham Road/Nobles Close) and would also raise the issues of parking outside the school.

## **BURIAL**

**105/17 Update on Current Matters.** A meeting with Dudley Hoddinott, Chairman and the new Vicar of St Michaels Church Jonathan Widdess would be arranged in May 2017.

## **ENVIRONMENT AND CONSERVATION**

**106/17 Update on Current Matters.** The Clerk received reports on 29 March 2017 that 2 scrambler bikes were being ridden through the Site of Scientific Interest (SSI) and over organic farmland. This was reported to TVP (URN814 (29/3/2017)). A site meeting with Grant Hendricks, Chamonix Management Company was held on Friday 31 March 2017 to discuss reinstating the fencing at the rear of the development where the scramblers had gained access. It was agreed that Chamonix would send out letters to residents informing them of the importance of the SSI and

farmland and that no motor vehicles were permitted on the land. Clerk and Chamonix would contact Steve Read, Persimmon to request that the fencing is reinstated. (*Clerk's Note: Since reporting the issue to TVP there have been no new reports.*)

1 parishioner left the meeting at 9.10pm.

## PLANNING

**107/17 Draft Minutes of the Planning Committee Meeting held on Monday 20 March 2017** were received.

**108/17 Submitted Planning Applications.** The Council would submit the following observations:

i	P17/V0551/FUL	40 Eynsham Road, Dean Court, Oxford OX2 9BP <i>Conversion and extension of a dwelling to create x 4 1 no bedroom flats.</i> <b>Objects.</b> Parking facilities proposed of one parking space per flat with no provision for visitor parking is totally inadequate. There are currently parking issues in Broad Close and additional parking would exacerbate the problem. Council believes that the garden amenity space proposed to the front of the property is out of character with the properties along this stretch of the Eynsham Road and would disrupt a long established street scene.
ii iii	P17/V0612/HH P17/V0613/LB	Nobles Farmhouse, 3 Nobles Lane, Dean Court, Oxford OX2 9NF <i>Demolition of existing conservatory and erection of a larger conservatory,</i> <b>No Objections.</b>
iv	P17/V0647/HH	21 Arnolds Way, Cumnor, Oxford <i>Proposed oak clad garage 2 bay with workshop and storage area</i> <b>Objects</b> Council objects for the following reasons: <ul style="list-style-type: none"> <li>• Amenity reasons of over development of the site, overlooking of 21 Arnolds Way and out of character of the area</li> <li>• The proposal extends the building line</li> <li>• Lack of drainage plan</li> </ul>
v	P17/V0645/HH	18 Meadow Close, Farmoor, Oxford POX2 9NZ <i>Proposed single-storey front and rear extensions with associated internal and external works.</i> <b>No Objections.</b>
vi	P16/V1976/FUL amended details	12-14 Cumnor Hill, Cumnor, Oxford OX2 9HA <i>Proposed demolition of 12-14 Cumnor Hill and the erection of 2 part two and part three storey buildings providing 14 residential units, together with bin and bike stores, associated access, parking, landscaping and all enabling and ancillary works (As amended by plans received 14 March 2017)</i> Gerald Frost left the room. <b>No Strong Views.</b> Voted at a vote of no strong views at a vote of 6 for, 1 against, 5 abstentions
vii	P17/V0669/HH	7 Oaklands, Oxford Road, Farmoor, Oxford OX2 9NW <i>Conversion of garage to living accommodation for use in conjunction with the existing dwelling.</i> <b>No Objections</b> but wish the following comments to be taken into consideration: If permission is to be granted Council requests that a condition be set that the conversion should only be used by family members and not used as an independent dwelling.

**108/17 Permitted Planning Applications.** Noted.

i	P17/V0051/HH	8 Fogwell Road, Dean Court, Oxford OXX2 9SA <i>First floor extension over existing garages.</i>
ii	P16/V3175/HH	43 Bushy Close, Dean Court, Oxford OX2 9SJ

		<i>Conversion of garage to bedroom and dropped road kerb (as amended by drawings P5 and P3a, amended car parking plan and block plan).</i>
iii	P16/V3030/HH	29 Norreys Road, Cumnor, Oxford OX2 9PT <i>Two-storey rear and side extension.</i>
iv	P17/V0231/HH	24 Orchard Road, Dean Court, Oxford OX2 9BL <i>Two-storey extension at the rear.</i>
v	P17/V0307/HH	22 Leys Road, Cumnor, Oxford OX2 9QF <i>Conversion of garage to family room. Permitted development rights removed P09/V1511/RM condition 4.</i>
vi	P17/V0333/FUL	Leys Farmhouse, 39 Leys Road, Cumnor, Oxford OX2 9QF <i>Convert barns to two dwellings and create a new vehicular access for Leys Farmhouse (as amended by plans received 10/3/2017).</i>

**109/17 Notification of VWHDC Planning Committee Meetings.** Noted.

i	P16/V3010/HH	29 Norreys Road, Cumnor, Oxford OX2 9PT <i>Two-storey rear and side extension.</i> Officer's recommendation is to grant planning permission at a meeting on 22 March 2017.
ii	P16/V2820/FUL	Cumnor Pre-school Nursery, Oxford Road, Cumnor, Oxford OX2 9PQ <i>Retention and continues use of fabricated building for the use by Cumnor Pre-school for a further temporary period of five years.</i> Officer's recommendation is to grant planning permission at a meeting on 22 March 2017

**110/17 Planning Inspectorate Appeal Decision(s).** Noted.

i	P16/V1703/FUL	20 Cumnor Hill, Cumnor, Oxford OX2 9HA <i>Detached dwelling with garaging</i> Appeal dismissed.
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**111/17 VWHDC Local Plan 2031 Part 2 Preferred Options (LPP2).**

i. Fiona Newton attended a Briefing Event on the above on 6 March 2017 and reported: VWHDC published its LPP2 which aims to deliver the Vale's share of Oxford City's Unmet Housing Need (totalling 2,200 dwellings). This figure is over and above the 20,560 houses being delivered in LPP1. LLP1 and 2 will deliver 24,718 dwellings, all close by areas of economic growth.

Category		Number of Dwellings
Housing requirement for the full plan period (April 2011 to March 2031)		22,760
Housing completions (April 2011 to March 2016)		3,065
Housing Supply (April 2016 to March 2013)	Known commitment	4,468
	LPP1 allocations	12,495
	LPP2 allocations	3,850
	Windfalls	840
Total proposed supply ( as at March 2017)		24,718

VWHDC commits to 'avoid sites that, if developed would have a harmful impact on the Green Belt'. Located sites are near areas of economic growth.

**Sites**

- Dalton Barracks 1,200 ( or more) houses and Primary School by 2031 and 80 hectares in Green Belt for an open green space
- East of Kingston Bagpuize about 600 houses
- Marcham 400 houses to the northeast, 120 houses to southeast. Work needed on transport and highways given the Air Quality Management Area, so this number might be reduced. Considering Park & Ride at Marcham interchange of A34
- East Hanney 130 houses on two sites
- Harwell Campus up to 1,000 houses

- Smaller sites throughout the Vale

No sites have been allocated for housing in Cumnor Parish. However, land for a Park and Ride has been safeguarded by Bradley Farm, Cumnor and the Local Transport Plan 4 (Oxfordshire County Council) suggests a time plan of 2020 onwards.

Public consultation on LPP2 commences on 9 March 2017 and runs until 4 May 2017 at 5pm.

- ii. Land safeguarded for a Park and Ride at Bradley Farm for accessing Oxford from the A420 corridor at Cumnor. The Atkins report states that the maximum capacity of expected users of the P&R would be a maximum of 753; the proposal would be for 1,200 car capacity. To make the P&R commercially viable the rapid transit route would be down Cumnor Hill to pick up extra passengers and provision made for commercial facilities.
- iii. Cumnor Parish had been allocated no strategic sites in LPP2. Trevor Halls circulated an email to Councillors to express his personal views on how the proposed LPP2 consultation document impacts on the parish, restricts its growth and raised the question whether there was a need to produce a Cumnor Neighbourhood Plan. Council discussed this matter at length and RESOLVED by vote to support the LPP2 and continue with producing the Cumnor Neighbourhood Plan.
- iv. Council RESOLVED that Dudley Hoddinott and Fiona Newton would produce a draft response to the LPP2 for circulation and comment prior to submission by 4 May 2017.

#### **112/17 Update on Other Current Matters.**

- i. **Notification of Permitted Development Rights Application(s).** Noted.

i	P17/V0751/PDH	2 Browns Close, Dean Court, Oxford OX2 9DB <i>Single-storey rear extension to provide a larger kitchen/dining room.</i>
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- ii. **Withdrawn Planning Application(s).** Noted.

i	P17/V0322/HH	4 Hope Way, Dean Court, Oxford OX2 9RZ <i>Garden decking. Greenhouse.</i>
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### **NEIGHBOURHOOD DEVELOPMENT PLAN**

**113/17 Draft Minutes of the Planning Committee Meeting held on Monday 13 March 2017** were received

**114/17 Update on Current Matters.** The session to explain what was involved in carrying out a Character Assessment of the different parish wards on Monday 20 March at 7.30pm in the Old School, Cumnor was well attended.

### **CONFIDENTIAL INFORMATION**

#### **Exclusion of Press and Public**

**To move the following resolution, in view of the confidential nature of the business to be transacted it is in the public interest that the public and press be excluded from the remainder of the meeting and they are requested to withdraw.**

**115/17 Personal Matters.** None.

### **DATES OF FUTURE MEETINGS**

**116/17** The next meeting of the **Parish Council** would take place at **7.30pm** on **Monday 8 May 2017** in **United Reformed Church Hall, Leys Road, Cumnor, Oxford.**

Further meetings are due to be held in **2017** at **7.30pm** in **United Reformed Church Hall, Leys Road, Cumnor** on **Mondays: 5 June, 3 July, 7 August, 4 September, 2 October, 6 November, 4 December** and in **2018: 8 January, 5 February, 5 March, 9 April.**

The next Annual Parish Meetings will take place on **Tuesday 2 May 2017** at **7.30pm** in **The Orange Room, Dean Court Community Centre, Pinnocks Way** and in **2018** on **Tuesday 1 May** at **7.30pm** in **Farmoor Village Hall.**

The meeting closed at 10.35pm.

Signed..... Date.....2017

Annex 1

## **REPORT TO KINGSTON & CUMNOR PARISH COUNCILS APRIL 2017 FROM CLLR MELINDA TILLEY**

*I will be standing down from the Council at the election and am sorry to miss this last meeting, but thanks for all your support over the last four years.*

*Melinda*

### **COUNTY COUNCIL ELECTIONS**

Elections to Oxfordshire County Council are now just under five weeks away and there are a series of key dates in the lead up to the Thursday, May 4 poll.

The final full council meeting of the county councillors elected in May 2013 took place on Tuesday, March 21.

All 63 county council seats will be up for election and residents all over Oxfordshire began to receive polling cards during the last week of March.

On Wednesday, April 5 the list of candidates for each OCC seat will be published. A number of existing county councillors have already indicated they are standing down but the definitive list will not be clear until April 5.

#### **Registering to vote**

The last day for people to register to vote is Thursday April 13. Although this is a county council election, Oxfordshire's district councils are the authorities responsible for administering the electoral register and people should contact them if they are not already registered to vote.

The last date to apply for a postal and postal proxy vote is Tuesday 18 April and the last date to apply for a new proxy vote is Tuesday 25 April 2017.

#### **Polling day**

Polling Day on Thursday, May 4 runs from 7.00am to 10 pm. The election count takes place on Friday, May 5 in Abingdon.

### **PURDAH**

The County Council pre-election period ('purdah') has now started and the Council must comply with restrictions outlined in Section 2 of the Local Government Act 1986. In addition a 'Code of Recommended Practice on Local Authority Publicity' published in 2011 makes clear that particular care should be taken in periods of heightened sensitivity, such as in the run up to an election. The Act defines publicity as "any communication, in whatever form, addressed to the public at large or to a section of the public."

Generally, the Act says that a council should "not publish any material which, in whole, or in part, appears to be designed to affect public support for a political party." The Code of Practice recommends that authorities should generally not issue any publicity which seeks to influence voters and that publicity relating to individuals involved directly in the election should not be published unless expressly authorised by statute.

### **UNITARY UPDATE**

For the reasons above, the County Council, Oxford City Council and the four District Councils have agreed not to promote their standpoint on the issue of Unitary Government for the period of purdah.

### **TRAVEL APP CAN SHOW BETTER WAZE TO GO**

OCC has joined forces with Waze, the free crowdsourced traffic and navigation app, in a data-sharing link-up that could help residents get from A to B more easily. Waze is effectively a Sat Nav app used exactly as any in-car navigation device – except Waze has the added benefit of crowd-sourced traffic flow info and OCC roadworks as part of the mix. This means that the app can see the traffic hotspots on the roads and route

residents round them where appropriate, saving them time. Waze is FREE to download and use – simply go to <https://www.waze.com/download>