

## CUMNOR PARISH COUNCIL

### Minutes of the Meeting of the Cumnor Parish Council held in the United Reformed Church Hall, Leys Road, Cumnor on Monday 8 January 2018 at 7.30pm

**Present:** Gerald Frost, Chairman, Steve Viner, Vice-chairman, Tom Christophers, Pam Fraser, Jeffrey Gee, Bryan Goudman, John Griffin, Dudley Hoddinott, Alison Jenner, Fiona Newton, Judy Roberts, Nick Surman, Paul Taylor and Tina Brock, Clerk.

**01/18 Apologies for Absence.** Julia Commons (unwell) Lucy Mangua (unwell) and CC Anda Fitzgerald-O'Connor (unwell). These apologies were received.

**02/18 Variance of Order of Business.** None.

**03/18 Declarations of Interest.** Personal interests for:

Minute 27/18 iv Judy Roberts knows applicant.

Minute 27/18 v John Griffin is involved with Bike Safe.

**04/18 Minutes of the Meeting of the Parish Council held on Monday 4 December 2017.**

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

**05/18 Matters Arising from these Minutes.** None.

**06/18 Clerk's Newsletter and Addendum to the Agenda.** Received.

a) Payment of Accounts. Approved as per minute 07/18.

**07/18 Payments of Accounts.** It was 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>					
20 Local Auth Cemeteries Order 1977	Mr & Mrs Keen	Interment of ashes				226.00
21 Local Auth Cemeteries Order 1977	Humphris Funeral Directors	Earthen internment				279.00
	<b>Payments now due:</b>					
117a-eLGA 1972 s112 Contract/Pensions Act 2014	Staff costs					4,438.81
118a LGA 1972 s111	OALC	End of year accounts training event - Clerk	40.00	8.00	48.00	96.00
118b LGA 1972 s111	OALC	General Data Protection Regs event - Clerk	40.00	8.00	48.00	
119a LG(Misc Prov) Act 1976 s19	MRH Services	Play park service inspection & repairs to youth shelter at Mayfield Rd play park			163.82	679.42
119b LG(Misc Prov) Act 1976 s19	MRH Services	S&F chains and bumper seat to swings at Fogwell play park			100.00	
119c LG(Misc Prov) Act 1976 s19 LGA 1972 s142	MRH Services	Install manmade noticeboards at Norreys Rd & Mayfield Rd. Fit manmade map case at High St. Install litter bin at Pinnocks Way play park			415.60	
DD Telecom Act 1984 s97	BT	Monthly office phone bill	28.56	5.71		34.27
120	T Brock	Advance on petty cash				194.18

121 LGA 1972 s134	Farmoor Village Hall	Room hire - Farmoor community meeting				9.50
122 LG (Financial Prov) Act 1963 s5	T Brock	Clerk's reimbursements	352.55	11.30		363.85
123 LGA 1972 s134	Cumnor United Reformed Church	Room hire Oct - Dec				86.38
124 Parish Councils Act 1957.	The Bin Cleaner	Cleaning of 14 bus shelters				490.00
125 LGA 1972 s111	Vistaprint (J Commons)	Banners to advertise the Neighbourhood Plan Big Survey	236.02	39.34		236.02
126 LGA 1972 s214	P Jovanovic	Maintenance of Garden of Remembrance (Jul - Sept 2017)				120.00
127 LGA 1972 s111	The Net Result	Payroll charges Oct - Dec 2017				55.50
128 Public Health Act 1875 s164	Total Pest Control (UK) Ltd	Quarterly mole control - Fogwell field	94.50	18.90		113.40
DD Telecom Act 1984 s97	BT	Office phone bill	29.97	5.99		35.96
129 LGA 1972 s111	Ecoburotic	4 x ink cartridges	196.00	39.20		235.20
130a LG(Misc Prov) Act 1976 s19 Open Spaces Act 1906	Ady Podbury Grounds Care	Litter picking, cutting of Beech hedge at Burial Ground, replace post and cut grass at War Memorial	515.50	103.10	618.60	990.60
130b LG(Misc Prov) Act 1976 s19 Highways Act 1980	Ady Podbury Grounds Care	Litter picking, raking sand and pea shingle at play parks	310.00	82.00	372.00	
131 LGA 1972 s111	Manor Printing Services Ltd	Printing of logo on envelopes 'Big Survey' - Neighbourhood Plan	125.00	25.00		150.00

Notes.

1. After all payments are made the Santander Community Account will be in credit at £97,989.07
1. The Council has the following debtor for 2017/18: HMRC (Reclaimable VAT) £16,596.26.
2. Electronic payment for invoice 117a was approved between meetings.
3. M&G Investments Fund. Dividend cheque for £562.33 received and sent to COIF deposit account.
4. Charinco Investment. Dividend cheques totalling £53.17 received and sent to COIF deposit account.
5. As at 18 December 2017 the Corporate Account has a credit balance of £71,977.01.

**08/18 Public Participation.** None.

## REPORTS

**09/18 Report from County Councillor(s).** CC Roberts reported.

OCC are replacing the current street lights on Cumnor Hill with LED street lights which will reduce energy consumption. The light shines directly down onto the road which may make the surrounding area appear murkier.

**10/18 Report from District Councillor(s).** DC Hoddinott reported:

Government approved an increase in police funding through an increase in Council Tax 2018/19 of an extra £12 per year on band D properties. *(Clerk's Note: The Police and Crime Commissioner (PCC) for Thames Valley, Anthony Stansfeld, has launched a survey seeking public views on an increase in the police element of the council tax by £1 a month (for a band D property). The short online survey and further background information can be found on the Thames Valley PCC website: <https://www.thamesvalley-pcc.gov.uk/get-involved/police-funding-survey-have-your-say/>.*

*Consultation closes on 11 January 2018.)*

The request for pothole repairs for Forster Lane, Cumnor had been included within the budget as a

growth bid which was hoped to be approved.

Hurst Lane, Cumnor residents had requested that the unadopted bridleway be tarmacked.

**11/18 Report from Representative(s) on Outside Bodies.** None.

## **COUNCIL**

**12/18 Dates and Venues of Council and Committee meetings May 2018 to May 2019.**

Council approved the dates of the Council and Committee meetings and the venues of the Committee meetings but requested that the Council meetings move to Dean Court Community Centre. The Clerk would check the availability and report back.

**13/18 Cumnor Parish News - Council Article.** Council agreed that a decision to include an interesting and informative article in the CPN would be made at each meeting. Tom Christophers agreed to join the writing group and write January's article for the February issue. The Clerk would circulate a new rota.

## **FINANCE**

**14/18 Quarterly Financial Summary** as at 21 December 2017 was noted. Movements of the following were also noted:

- i. £10,000 from General Fund to Recreation Dedicated Reserves (as per last year's budget)
- ii. £5,564 S106 fund from Recreation Dedicated Reserves to Kimmeridge Road Dedicated Reserves (minute 41/17 iv Recreation Committee meeting)
- iii. £23,562 from General Fund (previously in grants received 2017/2018) to Recreation Dedicated Reserves
- iv. £2,262.71 from Recreation Future Dedicated Reserves to Recreation Dedicated Reserves (balance of overspend)
- v. £2,500 from General Fund (VWHDC Neighbourhood Plan grant) to Neighbourhood Plan Dedicated Reserves

**15/18 Reconciliation of Councils Bank Accounts.**

- i. Quarterly bank reconciliation as at 21 December 2017 was verified by Nick Surman.
- ii. 1 April 2016 to 21 December 2017 bank reconciliation was verified by Nick Surman.

**16/18 Estimates 2018/2019.**

- i. Council RESOLVED to approve the estimates 2018/2019
- ii. Council RESOLVED to set the precept 2018/2019 at £92,000.

**17/18 Grant.** Council approved a grant of £250 (minute 356/17i) to South Central Ambulance Service as a donation towards a mobile classroom for defibrillator awareness sessions. When Dick Tracey left the service the project was put on hold. Council RESOLVED to cancel the original grant and RESOLVED to approve a grant (s137) to purchase an adult manikin at a cost of £199.00 + VAT for Dick Tracey to use during his defibrillator awareness sessions which he carries out FOC.

**18/18 Update on Other Current Matters.** None.

## **RECREATION AND PLAYING FIELDS**

**19/18 Update on Other Current Matters.** Bryan Goudman reported that a tree had come down in the recent high winds and landed on the zip wire at Pinnocks Way Play Park. Ady Podbery removed the tree and MRH Services checked the zip wire for any damage. The work was carried out quickly and efficiently.

## **HIGHWAYS**

**20/18 Draft Minutes of the Parish Transport Representative meeting held on Tuesday 24 October 2017** were received.

**21/18 Draft Notes of the Farmoor Community meeting held on Thursday 7 December 2017** were received. Tom Christophers reported that unfortunately no resolution had been made but the Highways Committee would consider Council funding the installation of either yellow lines or bollards at the junction of Cumnor Road, Farmoor and the process for a reduction in the speed limit

through Farmoor. Letters would be sent to local business who were unable to attend the meeting to conclude the public meetings.

Fiona Newton commented that the Neighbourhood Plan Big Survey, due to be sent out to all residents within the parish, has a section regarding parking issues. Data received from residents would aid Council in making any financial decisions.

**22/18 Ad-hoc Grass Cutting of Grass Verges in the Parish.** None received.

**23/18 Update on Current Matters.** Nick Surman asked when the 30mph speed limit would be moved further up Cumnor Hill. Judy Roberts reported that the developers of 12-14 Cumnor Hill would be funding the work but at present no consultation had taken place and no officers had been assigned.

#### **BURIAL.**

**24/18 Update on Current Matters.** None.

#### **ENVIRONMENT AND CONSERVATION**

**25/18 Update on Current Matters.** None.

#### **PLANNING**

**26/18 Submitted Planning Applications.** Council submitted the following observations on 15 December 2017:

i	P17/V3125/FUL	The Grange Farm, Eynsham Road, Farmoor, Oxford OX2 9NH <i>Conversion of existing carport and store to form self-contained annex to the main house.</i> <b>NO OBJECTIONS.</b>
ii	P17/V3077/FUL	146 Cumnor Hill, Cumnor, Oxford OX2 9PW <i>Construct single-storey front extension to enlarge retail footprint and create a new front entrance. Internal remodelling of existing layout and minor alterations to existing elevations incorporating new doors/windows.</i> <b>NO OBJECTIONS.</b>

**27/18 Submitted Planning Applications.** The Council would submit the following observations:

i	P17/V3127/HH	27 Stone Close, Dean Court, Oxford OX2 9SQ <i>First floor extension over garage and ground floor extension to form office/garden room.</i> <b>NO OBJECTIONS..</b>
ii	P17/V3209/HH	6 Bertie Road, Cumnor, Oxford OX2 9PS <i>Creation of front porch, single-storey side extension.</i> <b>NO OBJECTIONS.</b>
iii	P17/V3104/FUL	The Chalet, Wytham Woods Road, Running through Wytham, Oxford OX2 8QQ <i>Retrospective change of use of the Chalet from a C3 residential to a mixed use D1 non-residential institution with a self-contained C3 residential unit. Construction of an external fire escape.</i> <b>NO OBJECTIONS.</b>
iv	P17/V3145/HH	34 Bushy Close, Dean Court, Oxford OX2 9SJ <i>Partial demolition of existing conservatory (glazed element) extension build off existing walls with new pitched roof.</i> <b>NO OBJECTIONS.</b>
v	P17/V3227/FUL	Tilbury Farm, Eynsham Road, Dean Court, Oxford OX2 9NE <i>New access onto B4044 Eynsham Road for a private agricultural way to Tilbury Farm.</i> <b>NO OBJECTIONS</b> but wish the following comments to be taken into account. Council has no objections to the proposal as it is hoped that the new access will benefit the residents of Tilbury Lane. However, Council would request that the existing traffic management of Tilbury Lane is taken into consideration and reviewed as there has been ongoing problems with the gate

		<p>being left open, damaged or not working, which then allows vehicles from the Tilbury Fields development and farm cottages to access/egress the lane.</p> <p>Council would also request that the applicant should liaise with Bike Safe to ensure the proposed community cycle path from Farmoor to Dean Court would not be affected by the installation of the new access.</p> <p>The bus shelter which the developer may need to be moved belongs to Cumnor Parish Council and therefore consultation to discuss the re-positioning of the bus shelter should be discussed directly with Cumnor Parish Council.</p>
vi	P17/V2923/FUL amended	<p>2 Arnolds Way, Cumnor, Oxford OX2 9JB</p> <p><i>Variation of condition 2 of planning permission P16/V1493/FUL, to alter the layouts and change the external materials and to increase height of building. Demolition of 2 Arnolds Way and erection of eight flats. (as amended by plans PL01C, PL02B and PL03A received 30 August 2016, additional vehicle tracking plan received 27 September 2016 and amended by plans received 1 December 2016). (Amended plans and additional information received 13 December 2017 - clarification on materials, retaining walls, changes to landscaping)</i></p> <p><b>REFUSED.</b></p> <p>Council again refuses the amended application as the information supplied is insufficient to be able to comment on alterations of the layouts, height and change of external materials.</p> <p>The request for an explanation of the changes has not been made clear or forthcoming.</p>

**28/18 Permitted Planning Applications.** Noted.

i	P17/V2780/HH	<p>158 Cumnor Hill, Cumnor, Oxford OX2 9PJ</p> <p><i>Proposal is to transform and renovate the existing 3 bedroom property at 158 Cumnor Hill, into a 4 bedroom property, with a new 72m<sup>2</sup> timber clad single storey wrap around extension, and a 31m<sup>2</sup> dormer loft conversion. There are also changes to the internal configuration on the ground floor including the relocation of the existing kitchen into the new extension to make way for a utilities space and toilet, and on the first floor two new smaller double bedrooms. The landscape surrounding the property will be cleared to make way for grass and hard landscaping to the rear and a clear concrete driveway with grass and trees to the front.</i></p>
ii	P17/V3036/HH	<p>68 Hurst Rise Road, Cumnor, Oxford OX2 9HH</p> <p><i>Amendment to planning application P16/V2362/HH to change proposed garage on side of house to a bedroom with en suite bathroom.</i></p>

**29/18 Withdrawn Planning Application(s).** Noted.

i	P17/V2837/FUL	<p>4 Third Acre Rise, Dean Court, Oxford OX2 9DA</p> <p><i>Proposed construction of a replacement dwelling.</i></p>
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The Character Assessment submitted with the Councils objections was used by the Vale when discussing the withdrawal of the application with the applicant.

**30/18 Permitted Development Rights Application(s).** Noted.

i	P17/V3149/PDA	<p>Land at Chilswell Lane, Cumnor, Oxford OX1 5EP</p> <p><i>Change of use of an existing mezzanine to an office area of circa.70 square metres.</i></p>
ii	P17/V3361/PDH	<p>7 Songers Close, Dean Court, Oxford OX2 9DL</p> <p><i>Proposed single-storey rear extension to create additional dining and living accommodation.</i></p>

**31/18 Inspectorate Appeal Decision(s).** Noted.

i	P17/V1271/ DA	<p>9 Turnpike Road, Cumnor, Oxford OX2 9JQ</p> <p>Without planning permission, the erection of a building in the approximate position edged blue on the Plan (for use of a dwelling house) - breach of planning control.</p> <p><b>Appeal allowed.</b></p>
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**32/18 Update on Other Current Matters.**

- i. Steve Viner, Dudley Hoddinott and Judy Roberts attended the West Way Community Liaison Group on Monday 18 December. SP Broadway gave a progress report and details of

the phasing plan and temporary location of shops. The pedestrian crossing would need to be moved and a temporary one installed which would require one lane being closed during construction. *(Clerk's Note: Planning application P17/V3298/FUL West Way has been submitted to the Vale -Variation of Conditions 2 and 4 of P16/V0246/FUL for the inclusion of amended plans. Demolition and redevelopment of existing shopping centre and adjacent buildings (but excluding Elms Parade) for new retail development (Use Classes A1-A5) at ground floor level, with development above comprising 140 residential units (C3), 123 bedroom hotel (C1) and 261 units of academic residential accommodation for university staff and students (sui generis). New community building (incorporating library) and replacement Baptist church (D1), small flexible office space (B1). Associated car parking and landscaping and altered vehicular accesses from West Way, Westminster Way and Arthray Road. (As amended by drawings and information accompanying agents letter dated 10 May 2016). The application would be circulated to Councillors for comments.)*

- ii. Fiona Newton reported that land west of Faringdon Road, (A420), Cumnor was registered on the VWHDC Brownfield Land Register Part 1. The site has planning permission P13/V0446/O part of the site is brownfield. *(Clerk's Note: The register encourages the reuse of brownfield sites or "previously developed land" as defined by the National Planning Policy Framework and is intended to speed up the planning process for such sites. The register focuses on the redevelopment of sites for residential use but can include other uses such as offices and retail provided they support a residential element. Part 1 is compulsory for every Local Planning Authority and identifies all brownfield sites with full or outline planning permission. It also contains brownfield sites that may be considered as appropriate for residential development, having regard to local and national policy.)*

## **NEIGHBOURHOOD DEVELOPMENT PLAN**

**33/18 Draft Minutes of the Neighbourhood Plan Steering Group meeting held on Tuesday 28 November 2017** were received.

**34/18 Update on Other Current Matters.** Fiona Newton reported that the Big Survey would be despatched to all households in the parish by 12 January 2018. Banners advertising the survey had been erected in locations around the parish.

Councillors were requested to pass on any interesting information of the area they lived in to the Steering Group for possible inclusion in the Character Assessments.

Council thanked the NP Steering Group for the work carried out so far.

## **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.**

**35/18 Personal Matters.** None.

## **DATES OF FUTURE MEETINGS**

**36/18** The next meeting of the **Parish Council** will take place at **7.30pm** on **Monday 5 February 2018** in **The United Reformed Church Hall, Leys Road, Cumnor.**

Further meetings are due to be held in **2018** at **7.30pm** on **Mondays: 5 March and 9 April** in **The United Reformed Church Hall, Leys Road, Cumnor**

The next Annual Parish Meetings will take place on **Tuesday 1 May 2018** at **7.30pm** in **Farmoor Village Hall.**

The meeting closed at 9.20pm.

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