

## CUMNOR PARISH COUNCIL

### Minutes of the Meeting of the Cumnor Parish Council held in the United Reformed Church Hall, Leys Road, Cumnor on Monday 3 July 2017 at 7.30pm

**Present:** Gerald Frost, Chairman, Steve Viner, Vice-chairman, Tom Christophers, Pam Fraser, Jeffrey Gee, Bryan Goudman, John Griffin, Alison Jenner, Lucy Mangua, Judy Roberts, Nick Surman, Paul Taylor, Anda Fitzgerald-O'Connor (late arrival) and Tina Brock, Clerk.

**195/17 Apologies for Absence.** Trevor Halls (work commitment), Dudley Hoddinott (work commitment) and Fiona Newton (prior commitment). These apologies were received.

**196/17 Variance of Order of Business.** None.

**197/17 Declarations of Interest.** None.

**198/17 Minutes of the Meeting of the Parish Council held on Monday 5 June 2017.** Council RESOLVED to approve the minutes which were signed by the Chairman as a correct record

**199/16 Matters Arising from the Minutes.** None.

**200/17 Minutes of the Extraordinary Meeting of the Parish Council held on Monday 19 June 2017.** Council RESOLVED to approve the minutes which were signed by the Chairman as a correct record.

**201/17 Matters Arising from the Minutes.** None.

**202/17 Clerk's Newsletter and Addendum to the Agenda.** Received.

a) Payment of Accounts. Approved as per minute 203/17.

**203/17 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>					
5 Local Auth Cemeteries Order 1977	KY Green Funeral Directors	Memorial tablet fee				56.00
6 LGA 1972 s111	Fogwell Road Pavilion	Quarterly insurance contribution				200.00
	<b>Payments now due:</b>					
42a,b,c LGA 1972 s112 Contract/Pensions Act 2014	Staff costs		2,572.15	11.90		2,584.05
DD	BT	May office phone bill	27.37	5.47		32.84
43 LGA 1972 s142	EuroSolve Ltd	Web Hosting Snapshot Backups for hosting account June-June	50.00	10.00		60.00
44 LGA 1972 s134	Fogwell Road Pavilion	Room hire - Recreation Committee				12.00
45 LGA 1972 s134	Cumnor United Reformed Church	Room hire - Council and Planning meetings				93.50
46 (Charities (Accounts & Reports) Regs 2008	Arrow Accounting	Internal audit for Cumnor Public Purposes Charity				123.65
47 Parish Councils Act 1957.	The Bin Cleaner	Quarterly cleaning of 13 bus shelters				455.00
48 LG & Rating Act 1997	Oxfordshire County Council	Speed survey B4044 by Oakenholt care home	100.00	20.00		120.00
49 Public Health Act 1936	OpeMed (Europe) Ltd	Service and LOLER testing of Changing Rooms W/C at The Old Forge, Cumnor	174.00	34.80		208.80

50 LGA 1972 s134	Cumnor Old School Charity	Room hire - NP meeting				8.00
51a LG(Misc Prov) Act 1976 s19 Highways Act 1980 LGA 1972	Ady Podbury Grounds Care	Grass cutting, litter picking	320.00	64.00	385.00	1,620.00
51b LG(Misc Prov) Act 1976 s19	Ady Podbury Grounds Care	Grass cutting, litter picking	670.00	134.00	804.00	
51c LG(Misc Prov) Act 1976 s19 Highways Act 1980 LGA 1972 Open Spaces Act 1906	Ady Podbury Grounds Care	Grass cutting, litter picking, raking sad	360.00	72.00	432.00	
52 LG(Misc Prov) Act 1976 s19	Warefence	Supply & install gate at Glebe play park	1,906.00	381.20		2,287.20
53 LGA 1972 s111	The Net Result	Payroll YE & Apr- June				75.50
54 Public Health Act 1875 s164	Total Pest Control (UK) Ltd	Quarterly mole control - Fogwell field	94.50	18.90		113.40
55 LGA 1972 s134	Farmoor Village Hall	Room hire - Community meeting 30 June 2017				28.50

Notes.

1. After all payments are made the Santander Community Account will be in credit at £128,792.89.
2. The Council has the following debtor for 2017/18: HMRC (Reclaimable VAT) £6,610.05.
3. Electronic payment for invoice 42a was approved between meetings.
4. Charinco Common Investment Fund. Dividend cheques for £26.33 and £26.84 received and sent to COIF deposit account.
5. As at 17 June 2017 the Councils Corporate Notice Account held a credit balance of £71,904.87

**204/17 Public Participation.** None.

## REPORTS

**205/17 Report from County Councillor(s).** CC Roberts reported:

The Environment Agency was consulting on the Oxford FAS (Flood Alleviation Scheme) to reduce flood risks. The consultation runs from 22 June to 20 July 2017.

Oxford City Council was checking the residential high rise towers in Oxford. The ones that have cladding have been deemed satisfactory and there are future safety plans to install sprinklers in all of the high rise towers.

CC Fitzgerald-O'Connor reported:

OCC had confirmed that 7 Household Waste Recycling Centres would remain open due to a new management contract which had been awarded to W&S Recycling.

Oxfordshire Minerals and Waste Strategy 2031 was set to be adopted.

Start-up funding for a further 10 community schemes to run open access services at children's centres had been approved by OCC.

OCC's Trading Standards Service, working in partnership with TVP, banks and other agencies have saved over £25,000 for the victims of rouge traders in the last 12 months. Trading Standards can be contacted via 03454 94 05 06.

Community funding was available and details can be found on [www.oxfordshire.gov.uk/cms/content/communities-fund](http://www.oxfordshire.gov.uk/cms/content/communities-fund)

Anda Fitzgerald-O'Connor left the meeting at 7.45pm.

**206/17 Report from District Councillor(s).** DC Roberts reported:

The Clerk, Geoff Barrell and Mike Wasley Highways OCC met on Tuesday 15 June to discuss other ideas for spending the S106 funding of £46,600, as the installation of the Puffin crossing had to be abandoned due to insufficient resources. A suggestion was made to install a pedestrian safety refuge in the hatched area near Chawley Lane. If this solution was practicable this change to the original agreement would have to be agreed by Persimmon.

David Hill CEO had resigned. Mark Stone had been appointed Acting CEO.

**207/17 Report from Representative(s) on Outside Bodies.** Alison Jenner attended the recent Parish Transport Representative meeting and reported:

OurBus Bartons is run by a group of volunteers with 20 scheduled buses each week and was also available for private hire.

If anyone was interested in driving for the community transport scheme to take people to hospital, doctors etc please contact her.

The Comet Service was proving to be moderately successful.

## **FINANCE**

**208/17 Internal Audit for the Year Ending 31 March 2017.** The Council considered the recommendations and noted:

- i. Assets are not revalued for Annual Return purposes. *(Clerk's Note: A note was sent to the External Auditor 'The Internal Auditor has mentioned in his report that assets should not be revalued in this way, however, he was satisfied that assets recorded are materially correct'.)*
- ii. Receipt of grant monies to be shown in total on financial statements. *(Clerk's Note: This was actioned prior to sending off the annual return to the External Auditor.)*
- iii. Increase the Fidelity Guarantee insurance. *(Clerk's Note: Not necessary as a large amount of the funds would be spent in the early part of the financial year.)*

**209/17 Quarterly Financial Summary** as at 23 June 2017 was noted.

**210/17 Reconciliation of Councils Bank Accounts.**

- i. Quarterly bank reconciliation as at 23 June 2017 was verified by Nick Surman
- ii. 1 April 2016 to 23 June 2017 bank reconciliation was verified by Nick Surman

**211/17 Expenditure.** Council RESOLVED to approve expenditure not exceeding £300 for MRH Services to replace the vandalised dome at Pinnocks Way Play Park at a vote 11 support: 1 against. Council AGREED that if the dome was vandalised again then consideration should be given to filling in the tunnel. This was the third time that the dome had been vandalised since 2009.

**212/17 Update on Other Current Matters.** None.

## **COUNCIL**

**213/17 Council Website.** Approval of the website was deferred until the next meeting to allow Councillors to view it. Council RESOLVED to only archive minutes on the website from January 2016 with a note saying that older minutes could be obtained from the Clerk.

## **RECREATION AND PLAYING FIELDS**

**214/17 Draft Minutes of the Recreation and Playing Fields Committee Meeting held on Tuesday 13 June 2017** were received.

**215/17 Update on Other Current Matters.** None.

## **HIGHWAYS**

**216/17 Car Parking Issues at Farmoor.** A public meeting was held on Friday 30 June at 11am in Farmoor Village Hall, attended by Tom Christophers, John Griffin, Clerk, PC Carl Bryant, PCSO Harry Cornforth, PCSO Adi Wright, Lee Turner, Traffic Officer, Highways OCC, and approximately 36 residents and local businesses. The issues of business visitors parking on the forecourts of the Village Shop and Village Hall, parking on Cumnor Road and Eynsham Road and safety issues at the mini roundabout were discussed. To try to alleviate the problem businesses were asked to make sure that visitors did not park on the shop and hall forecourts and residents were to log anti-social parking. The installation of yellow lines was discussed but doing so would migrate the issue somewhere else and would involve a long consultation process getting the community to try to solve the problem was a better solution. Lee Turner suggested that a request from the Council could be made to get the speed limit reduced from 40mph to 30mph on the B4044 through Farmoor and Cumnor Road which may help with the safety concerns at the mini roundabout. Council agreed that a request should be made. The meeting gave residents and businesses a chance to air their views and it was agreed that a meeting would be held in 6 months to see if there had been any improvements.

**217/17 Update on Current Matters.** Paul Taylor asked if the Highways Committee had a criteria when considering installing bus shelters. Tom Christophers, Highways Chairman said that he was in the process of surveying bus stop/shelters/seating in the parish and this would be discussed at the next Highways Committee meeting. Judy Roberts requested noticeboards at Kimmeridge Road, Cumnor and Hansom Way, Dean Court. This would also be an agenda item.

**BURIAL.**

**218/17 Update on Current Matters.** The Chairman and Dudley Hoddinott would be meeting with St Michaels Vicar Jonathan Widdess on 12 July at 10am to discuss his thoughts on the continuation of re-using the graveyard.

**ENVIRONMENT AND CONSERVATION**

**219/17 Update on Current Matters.** Cumnor Conservation Group would be holding an inauguration event on Saturday 22 July from 11.30am at Cumnor Village Pond for people to find out more about the pond and to thank benefactors and volunteers. The event would be opened by Philip Pullman. If you are interested in attending please contact Lorraine Aspell via email [aspells@connectfree.co.uk](mailto:aspells@connectfree.co.uk).

**PLANNING**

**220/17 Draft Minutes of the Planning Committee Meeting held on Monday 19 June 2017** were received.

**221/17 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 2x 2 no bedroom flats (as amended plans received 12/6/2017).</i> <b>Approved.</b>
ii	P17/V1698/FUL	121 Pinnocks Way, Dean Court, Oxford OX2 9DE <i>Proposed single and two-storey extension and alterations to form 4 no. one bedroom flats with parking, refuse bin and amenity space.</i> <b>No Objections.</b>
iii	P17/V1507/FUL No hard copy supplied. Councillors to view Vale website.	Botley Centre West Way Botley Oxford OX2 9LP <i>Temporary planning consent for a period of 3 years for the change of use, relocation and addition of units at Botley Local Centre. Works also include alterations to access and egress arrangements, provision of 41 car parking spaces, partial demolition of Grant Thornton House, amendments to the phasing plan and installation of a portacabin (AI use).</i> <b>Objects.</b> Cumnor Parish Council has not been included in the consultation as on previous occasions and would like to know why not? Cumnor Parish Council supports local Councillor Debby Hallett and her reasons for calling in the application. Vote: 6 for objecting, 4 against, 1 abstention.

**222/17 Permitted Planning Applications.** Noted.

i	P17/V0900/HH	9 Bertie Road, Cumnor, Oxford OX2 9PS <i>Single-storey rear extension.</i>
ii	P17/V1056/HH	92 Eynsham Road, Dean Court, Oxford OX2 9BX <i>Formation of habitable room in roof space with rear dormer.</i>
iii	P17/V0515/HH	Westacre, 16 Hids Copse Road, Cumnor, Oxford OX2 9JJ <i>Creation of a second driveway entrance to Westacre.</i>
iv	P17/V0866/HH	61 Eynsham Road, Dean Court, Oxford OX2 9BU <i>Rear single-storey two-storey extension.</i>

v	P17/V1081/FUL	Cumnor United Reformed Church, Leys Road, Cumnor, Oxford OX2 9QF <i>Erection of a proprietary pre-fabricated Garden Office building for storage space, work space and a small meeting space.</i>
vi	P17/V1133/FUL	68 Pinnocks Way, Dean Court, Oxford OX2 9DQ <i>Single-storey rear extension and conversion to create two dwellings.</i>
vii	P17/V1058/HH	197A Cumnor Hill, Cumnor, Oxford OX2 9PJ <i>Proposed garage conversion and construction of replacement garage to side of property. New front boundary wall and site access, alterations to windows and recladding of existing property.</i>
viii	P17/V0584/FUL	45a Cumnor Hill, Cumnor, Oxford OX2 9EY <i>Proposed removal of existing dwelling and provision of replacement dwelling. (Additional plan receive 17/5/2017 clarifying level details.)</i>
ix	P17/V1236/HH	26 Pinnocks Way, Dean Court, Oxford OX2 9DG <i>Replace existing conservatory for new ground floor bedroom and wet room (a Disabled Facility Grant Fund application).</i>

**223/17 Certificate of Lawful Development Application(s). Noted.**

i	P17/V1544/LDP	13 Clover Close, Cumnor, Oxford OX29JH <i>Proposed extension to 1<sup>st</sup> floor bedrooms and to kitchen on ground floor to side of existing domestic dwelling plus 1x3m porch.</i>
ii	P17/V1504/LDE	The Cottage, Horseshoe Island, Oxford Road, Swinford, Oxon OX29 4DU <i>Retention of the building known as 'The Cottage' beyond 31 December 1970 and use as a dwelling house.</i>
iii	P17/V1712/LDP	10 Orchard Road, Dean Court, Oxford OX2 9BL <i>Formation of habitable room in roof space with rear dormer.</i>

**224/17 Update on Other Current Matters.** Nick Surman brought to the Council's attention that when considering planning applications the term FFL (finished floor level) in the application should be looked at carefully. This is the level that the first floor would be at when built and to understand this the height the existing ground levels would be needed. This was especially important when considering applications on Cumnor Hill.

**a Withdrawn Planning Application** was noted.

i	P17/V1205/LDP	13 Browns Close, Dean Court, Oxford OX2 9DB <i>Loft conversion and ground floor rear kitchen/dining extension.</i>
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**b Permitted Development Right Planning Application** was noted.

i	P17/V1783/PDH	13 Browns Close, Dean Court, Oxford OX2 9DB <i>Full width mid terraced rear lean-to extension. Width 3.3m Height 3.35m Height to Eaves 2.25m</i>
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**c VWHDC Planning Committee Meeting.**

i	P17/V0647/HH	21 Arnolds Way, Cumnor, Oxford <i>Proposed oak clad garage 2 bay with workshop and storage area.</i> This application would be considered by VWHDC on 10 July. The officer's recommendation is to grant planning permission. Judy Roberts would speak in objection on the Council's behalf.
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**NEIGHBOURHOOD DEVELOPMENT PLAN**

**225/17 Draft Minutes of the Neighbourhood Plan Steering Group Meeting held on Monday 26 June 2017** were received.

**226/17 Update on Other Current Matters.** The next meeting would take place on Tuesday 22 August 2017 at 7.30pm venue to be advised.

**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.**

**227/17 Personal Matters. None.**

**DATES OF FUTURE MEETINGS**

**228/17 The next meeting of the Parish Council will take place at 7.30pm on Monday 7 August 2017 in The United Reformed Church Hall, Leys Road, Cumnor.**

**Further meetings are due to be held in 2017 at 7.30pm in The United Reformed Church Hall, Leys Road, Cumnor on Mondays: 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 1 May 2018 at 7.30pm in Farmoor Village Hall.**

The meeting closed at 9.27pm.

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