

## CUMNOR PARISH COUNCIL

### Minutes of the Meeting of the Cumnor Parish Council held in the United Reformed Church Hall, Leys Road, Cumnor on Monday 2 October 2017 at 7.30pm

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

**300/17 Apologies for Absence.** John Griffin (prior commitment), Fiona Newton (unwell), Lucy Mangua (unwell) and CC Anda Fitzgerald-O'Connor (prior commitment). These apologies were received.

**301/17 Variance of Order of Business.** None.

**302/17 Declarations of Interest.**

Minute 328/17 iii Bryan Goudman is a neighbour.

Minute 328/17 ii Paul Taylor is a neighbour.

**303/17 Minutes of the Meeting of the Parish Council held on Monday 4 September 2017.** Council RESOLVED to approve the minutes which were signed by the Chairman as a correct record

**304/16 Matters Arising from the Minutes.** None.

**305/17 Clerk's Newsletter and Addendum to the Agenda.** Received.

a) Payment of Accounts. Approved as per minute 306/17.

**306/17 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>					
12 LGA 1982 s150	VWHDC	2 <sup>nd</sup> half of precept				45,000.00
13 Enclosure Act 1845	Rural Payments Agency	Environmental Stewardship Scheme (see invoice 84)				1,723.16
14 Local Auth Cemeteries Order 1977	Tonks Brothers Funeral Directors	Interment of ashes				113.00
	<b>Payments now due:</b>					
77a, b,c,d,e LGA 1972 s112 Contract/Pensions Act 2014	Staff costs					4,153.27
78	Be Free Young Carers	Grant S137				300.00
DD Telecom Act 1984 s97	BT	August office phone bill	27.26	5.45		32.71
79 Local Government (Miscellaneous Provisions) Act 1953 s4	Bibby Factors	S & F new bus shelter at Oxford Road bus stop, Farmoor	2,957.50	591.50		3,549.00
80 LGA 1972 s111	Direct365	Fixed wire testing - Closes Pavilion	150.00	30.00		180.00
81 LGA 1972 s143	Open Spaces Society	Annual subscription				45.00
82 Parish	The Bin Cleaner	Cleaning of 13 bus shelters				

Councils Act 1957.						455.00
83 Accs & audit (Eng) regs 2011/817	BDO LLP	External audit YE 31 March 2017	430.00	86.00		516.00
84 Enclosure Act 1845	Cumnor Conservation Group	Environmental Stewardship Scheme (see receipt 13)				1,723.16
85 LG(Misc Prov) Act 1976 s19	MRH Services	Monthly visual inspection & S&F timber panel to slide at Glebe park				145.65
86 LGA 1972 s134	Fogwell Road Pavilion	Room Hire - NP 26/9/2017				15.00
87 LGA 1972 s111	LexisNexis	Local Council Administration - book				64.00
88a LG(Misc Prov) Act 1976 s19	Ady Podbery Grounds Care	Various grounds maintenance - play parks	670.00	134.00	804.00	1,620.00
88b LG(Misc Prov) Act 1976 s19 Highways Act 1980	Ady Podbery Grounds Care	Various grounds maintenance - play parks and verges	320.00	64.00	384.00	
88c LG(Misc Prov) Act 1976 s19 Highways Act 1980 Open Spaces Act 1906	Ady Podbery Grounds Care	Various grounds maintenance - play park, burial ground and verges	360.00	72.00	432.00	

Notes.

1. After all payments are made the Santander Community Account will be in credit at £151,078.23.
2. The Council has the following debtor for 2017/18: HMRC (Reclaimable VAT) £8,907.62.
3. Electronic payment for invoice 77b was approved between meetings.
4. M&G Investments Fund. Dividend cheque for £381.96 received and sent to COIF deposit account.
5. As at 2 September 2017 the Business Savings Account held a credit balance of £77,237.73.
6. As at 18 September 2017 the Corporate Notice Account held a credit balance of £71,941.13.
7. CCLA COIF Charity Funds withdrawal of £9,000 on 14 September 2017.
8. Charinco Common Investment Fund. Dividend cheques for £26.33 and £26.84 received and sent to COIF deposit account.

**307/17 Public Participation.** None.

## REPORTS

**308/17 Report from County Councillor(s).** No report.

**309/17 Report from District Councillor(s).** DC Hoddinott reported:

At a Council meeting last Wednesday the Community Infrastructure Levy charging schedule was adopted and would take effect from 1 November 2017.

Zone 1 residential development including student accommodation and sheltered housing £120 psm (per square metre)

Zone 2 Faringdon, Grove and Wantage residential development including student accommodation and sheltered housing £85 psm

Zone 3 Crab Hill, Didcot Power Station, East of Coxwell Road, Grove Airfield, Land South of Park Road, Monks Farm North of Shrivenham, Sough of Faringdon and Valley Park Strategic Sites residential development including student accommodation and sheltered housing £0 psm (per square metre).

CIL would generate funding that was not area specific.

Local Plan Part 2. Central Government has questioned the Vale's housing requirement of 20,560 up to 2031, suggesting it could be significantly lower. However the Vale is still using this number and adding Oxford's Unmet housing needs figure of 2,200 dwellings to it in the Local Plan Part 2. This was questioned in the recent Full Council meeting but the proposal to recalculate these figures was

defeated.

70% of the yellow letters sent out to all residents to confirm who currently lives in their properties had been returned. Those residents who had not returned letters would receive a phone call or house visit.

DC Roberts report:

Children's Centres were unable to apply for a Capital Grant as the rules to apply had not been changed. Children's Centres who previously received a grant from OCC would therefore miss out on this round of funding which would close on 15 October 2017.

**310/17 Report from Representative(s) on Outside Bodies.** Alison Jenner reported that she was unable to attend the next Parish Transport Representative meeting.

## **FINANCE**

### **311/17 Grants.**

- i. Clean Slate. Council RESOLVED to approve a grant of £100 under S137.
- ii. Soldiers of Oxfordshire Trust. Council RESOLVED to approve a grant of £100 under S137.

### **312/17 Highway Committee Expenditure**

- i. Council RESOLVED to approve the quote from Greenbarnes Ltd for 2 manmade noticeboards at Norreys Road, Cumnor and Mayfield Road, Farmoor of £1,534.76 exc VAT.
- ii. Council RESOLVED to approve the quote from Greenbarnes Ltd for a map case at High Street, Cumnor of £1,207.96 exc VAT.
- iii. Council RESOLVED to approve the quote from Ady Podbery Grounds Care to carry out maintenance work to noticeboards and seats of £570 exc VAT.
- iv. Council RESOLVED to agree to take the expenditure of the recently installed bus shelter at Farmoor of £2,957 exc VAT (minute 242/17) from the Highways Dedicated Reserves.

### **313/17 Recreation Committee Expenditure.**

- i. Council RESOLVED to approve the quote from Ady Podbery Grounds Care to carry out works to various trees in the play parks of £640 exc VAT.
- ii. Council RESOLVED to approve the quote from Ady Podbery Grounds Care to plant 20 Hornbeam to close the gap in the top boundary of Fogwell Field Play Park of £90 exc VAT.

### **314/17 Burial Committee Expenditure.**

- i. Council RESOLVED to approve the quote from Ady Podbery Grounds Care to cut the Beech hedge of £465 exc VAT.

### **315/17 Grounds Maintenance Contract**

- i. Council RESOLVED to approve the increase the cost of weekly litter picking at The Glebe and Fogwell Field Play Park from £10 to £20.
- ii. Council RESOLVED to approve the continuation of the contract with Ady Podbery Grounds Care for another year.

**316/17 Finance and General Purposes Committee** would take place on Monday 30 October 2017.

### **317/17 Audit. Annual Return Year Ended 31 March 2017.**

- i. Council approved and accepted the Annual Return and certificate.
- ii. Council noted the Issues Arising Report which detected issues with the preparation of the annual return as amendments were made at:  
Box 3 Total other receipts - S106 funds and VWHDC grant received were included as income but as the funds had not been spent in this financial year should have been recognised as a creditor rather than income.  
Box 7 Balances carried forward - reflects the above action.  
Box 9 Total fixed assets - should not have been increased following the reinstatement cost assessment of building for insurance purposes valuation. The value of assets remain fixed.

**318/17 Burial Maintenance Budget 2018/19.** Council RESOLVED to approve the budget.

**319/17 Update on Other Current Matters.** None.

## COUNCIL

**320/17 Community Governance Review.** Council RESOLVED to object to the proposal from Sunningwell Parish Council to transfer Chilswell Farm Cottages off Foxcombe Road from Cumnor Parish Council to Sunningwell Parish Council due to the properties being remote and separated from any other community but have close attachment with Boars Hill/Sunningwell Parish on the grounds of:

- i. Transferring the cottages to Sunningwell Parish Council does not follow a natural or man-made boundary but puts an unnatural rectangular kink in the parish boundary to include just the cottages.
- ii. Sunningwell Parish Council has not consulted with the residents.
- iii. There must be many properties in a similar position but does this warrant changing a parish boundary?
- iv. It appears that the request has come from a community cohesion point of view to sit in line with those adopted by the Boars Hill Association but again does this warrant changing a parish boundary?
- v. Historically the cottages were tied to the farm and it makes no sense to separate them.
- vi. Cumnor Parish Councillor Nick Surman visited the cottages and managed to speak to one resident who confirmed that notification from VWHDC had been received and that he was fully supportive of the proposal.

### **321/17 Committee Appointment.**

- i. Appointment of a member to the Planning Committee and appointing a Plan Receiver was deferred.

**322/17 Staffing Committee meeting** would take place on Friday 20 October 2017 at 2.30pm.

## RECREATION AND PLAYING FIELDS

**323/17 Closes Field.** Council RESOLVED to approve the guidance for considering requests to hold events at Closes Field.

**324/17 Update on Other Current Matters.** Judy Roberts reported that the installation of the new play equipment at a Fogwell Field Play Park would start this week..

## HIGHWAYS

**325/17 Update on Current Matters.** None.

## BURIAL.

**326/17 Update on Current Matters.** None.

## ENVIRONMENT AND CONSERVATION

**327/17 Update on Current Matters.** None.

## PLANNING

**328/17 Draft Minutes of the Planning Committee Meeting held on Monday 18 September 2017** were received.

**329/17 Submitted Planning Applications.** The Council would submit the following observations:

i	P17/V2443/HH	1 Henwood Drive, Boars Hill, Oxford OX1 5JU <i>Single-storey infill extension to rear of property.</i> <b>No objection.</b>
ii	P17/V2216/FUL	26 Eynsham Road, Dean Court, Oxford OX2 9BP <i>Demolition of existing garage and erection of new two-storey detached house and two-storey rear extension to existing houses.</i> <b>No objection</b> but wish the following to be taken into consideration:

		<p>Council wishes to draw the Vale's attention to the fact that the proposed new dwelling will about the fencing securing an electricity substation. Council has concerns about hazard and health and safety issues arising from this, both during construction and long-term. No provision has been made for visitor parking nor for waste and recyclable bin storage. The new dwelling will, if allowed, have significant visual impact on 26 Eynsham Road which is itself a historically interesting and attractive late 19<sup>th</sup> century cottage. For your information the applicant's agent, James Cauwood, was contacted by Cumnor PC to discuss discrepancies contained in the paperwork. The agent said that he would contact Abbie and request that the application be deferred until the discrepancies could be corrected</p> <p>Paul Taylor took no part in discussions.</p>
iii	P17/V2532/HH	<p>9 Songers Close, Dean Court, Oxford OX2 9DL <i>Proposed single-storey side extension and alterations to dwelling.</i> <b>No objection.</b> Bryan Goudman took no part in discussions.</p>
iv	P17/V2500/HH	<p>107 Pinnocks Way, Dean Court, Oxford OX2 9DE <i>Replacement rear conservatory.</i> <b>No objection.</b></p>
v	P17/V2544/HH	<p>Aspen House, Hids Copse Road, Cumnor, Oxford OX2 9JJ <i>Extension of a storey to eastern elevation, addition of external stairs leading to main garden and an external terrace.</i> <b>No objection.</b></p>

**330/17 Certificate of Lawful Development Application(s):**

i	P17/V2419/LDP	<p>1 Chestnut Place, Faringdon Road, Cumnor, Oxford OX2 9QY <i>Single-storey part width rear extension with lantern style roof light to flat roof and glazing system to rear and side elevations of extension. Existing rear terrace reconfigured and extended to suit new extension. Existing Party Wall raised to accommodate robust weatherproofing detail between flat roof of new extension and pitched roof of neighbours existing extension.</i></p>
ii	P17/V2530/LDP	<p>9 Songers Close, Dean Court, Oxford OX2 9DL <i>Proposed single-storey rear extension and rear flat roof dormer and conversion of attic to dwelling.</i></p>

**331/17 Permitted Planning Applications. Noted.**

i	P17/V2087/FUL	<p>Connemara, Cotswold Road, Cumnor, Oxford OX2 9JG <i>Proposed new 6 bedroom house and car port. Part retrospective</i></p>
ii	P17/V2124/HH	<p>1 Clover Close, Cumnor, Oxford OX2 9JH <i>Single-storey side entrance porch.</i></p>
iii	P17/V1698/FUL	<p>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></p>
iv	P17/V2288/FUL	<p>Beard Construction, Cumnor Hill, Oxford OX2 9PJ <i>Proposal to resurface existing gravel driveway with tarmac.</i></p>

**332/17 Withdrawn Planning Application(s). Noted.**

i	P17/V2164/LDE	<p>25 Oxford Road, Farmoor, Oxford OX2 9NN <i>Lawful development certificate for dormer windows.</i></p>
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**333/17 Refused Planning Application(s). Noted.**

i	P17/V2147/HH	<p>19 Meadow Close, Farmoor, Oxford OX2 9PA <i>Erect close board fencing 1.8m.</i></p>
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**334/17 Update on Other Current Matters. None.**

**NEIGHBOURHOOD DEVELOPMENT PLAN**

**335/17 Update on Other Current Matters.** Judy Roberts reported Part 1 of the draft Character Assessment would be brought to the next Council meeting, amendments had been made to the Big Survey and costs sourced. Approval of expenditure not exceeding £3,500 for the advertising, producing, distributing, project managing and database handling of the Big Survey would be needed from Council. The funds to come from a VWHDC grant of £2,500 and £1,000 from the Neighbourhood Plan Dedicated Reserves. It was hoped that the Big Survey would be ready for distribution in November and an extraordinary meeting would be needed for approval of expenditure prior to the Planning Committee meeting Monday 16 October 2017. The next Neighbourhood Plan Steering Group meeting would be held on Monday 30 October 2017.

**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.**

**336/17 Personal Matters.** None.

**DATES OF FUTURE MEETINGS**

**337/17** The next meeting of the **Parish Council** will take place at **7.30pm** on **Monday 6 November 2017** in **The United Reformed Church Hall, Leys Road, Cumnor.**

Further meetings are due to be held in **2017** at **7.30pm** on **Mondays: 4 December** and in **2018: 8 January, 5 February, 5 March, 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 9.10pm.

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