

**CUMNOR PARISH COUNCIL**  
**Minutes of the Cumnor Parish Council**  
**on Monday 7 October 2024 at 7.30pm**  
**held in Fogwell Road Pavilion, Fogwell Road, Dean Court.**

**In attendance.**

**Council.** Tom Christophers, Chair, Laurence Waters, Vice-Chair, Dona Foster, Alison Jenner, Gary Mason, Paula Lopez, Judy Roberts, Oliver Wright and Tina Brock, Clerk.

**County Councillors.** Judy Roberts.

**District Councillors.** Scott Houghton and Judy Roberts.

**Visitor.** One.

**283/24 Apologies for Absence.**

Basil England (prior commitment), Ray Stone (prior commitment), Chris Westcott (prior commitment) and CC Juliette Ash (work commitment). These apologies were approved.

**284/24 Declaration of Interests.**

Prejudicial interest.

Minute 299/24 Gary Mason submitted a quote for consideration.

**285/24 Variance of Order of Business.**

Council agreed to consider item 10vii Closes Pavilion when Gemma Pitts, Chair of Cumnor Minors Football Club joined the meeting at 8.30pm.

**286/24 Minutes of the Meeting of the Parish Council.**

Council resolved to adopt the minutes of the meeting held on Monday 2 September 2024.

**287/24 Matters Arising from the Minutes. None.**

**288/24 Clerk's Newsletter and Addendum. Received**

- i. Council resolved to approve the increase in the cost of a PO Box from £396 pa to £424.20 pa.
- ii. Council resolved to approve the amended approved expenditure (minute 178/24 iv £186 + VAT) for the annual hosting of the Cumnor fit for the Future website of £192 + VAT.
- iii. Payment of Accounts. Approved as per minute 289/24.

**289/24 Payments of Accounts.**

Council resolved to authorise the payments specified in the Clerk's Newsletter and Addendum and reproduced below.

Table 1 List of income.

| Statutory Power                   | Receipts received. | Description                     | Total (£) |
|-----------------------------------|--------------------|---------------------------------|-----------|
| 10 Local Gov Finance Act 1992 s41 | VWHDC              | 2 <sup>nd</sup> half of precept | 49,500.00 |
| 11 BACS LGA 1972 s111             | Unity Bank         | Bank charges (charged in error) | 20.80     |

Table 2 List of receipts.

| Statutory Power                                        | Payments now due:             | Description                        | Total (£) |
|--------------------------------------------------------|-------------------------------|------------------------------------|-----------|
| 65, 65a-c, SO LGA 1972 s112 Contract/Pensions Act 2014 | Staff costs                   |                                    | 5,564.80  |
| 66 LGA 1972 s111                                       | EuroSolve Ltd                 | Remote MOT of desktop              | 20.00     |
| DD Telecom Act 1984 s97                                | BT                            | Phone and broadband                | 310.02    |
| 67                                                     | T Brock                       | Petty cash                         | 197.12    |
| 68 LGA 1972 s143                                       | Open Spaces                   | Membership 1/10/2024 to 31/09/2025 | 45.00     |
| 69 LG (Misc Prov) Act 1976 S19                         | As New Home & Office Cleaning | July clean of Fogwell Pavilion     | 96.00     |
| BACS LGA 1972 s111                                     | Unity Bank                    | Bank charges                       | 20.80     |
| DD Telecom Act 1984 s97                                | EE                            | Mobile phone bill Aug              | 21.60     |
| 70 LGA 1972 s111                                       | T Brock                       | Reimbursements                     | 985.65    |
| 71 LGA 1972 s111                                       | The Net Result                | Payroll process Jul-Sept           | 88.50     |
| DD Telecom Act 1984 s97                                | EE                            | Mobile phone bill Sept             | 21.60     |

|                                                                              |                          |                                                                                        |          |
|------------------------------------------------------------------------------|--------------------------|----------------------------------------------------------------------------------------|----------|
| 72 LG (Misc Prov) Act 1976 S19                                               | MRH Services             | Visual inspection of play equipment                                                    | 124.00   |
| 73 LGA 1972 s142                                                             | WIX.com                  | CFFF website – hosting fee                                                             | 230.40   |
| 74 Public Health Act 1875                                                    | Total Pest Control       | Quarterly mole control – Fogwell field                                                 | 120.77   |
| 75 LGA1972 s111                                                              | Critchleys               | Quarter end procedure and SAGE accounting fee                                          | 241.16   |
| 76a Highways Act 1980<br>LG (Misc Prov) Act 1976<br>S19 Open Spaces Act 1906 | Ady Podbery Grounds Care | Grass cutting burial ground and War Memorial, play park and verge                      | 2,604.00 |
| 76b LG (Misc Prov) Act 1976 S19                                              | Ady Podbery Grounds Care | Grass cutting, litter picking @ play parks                                             |          |
| 76c LG (Misc Prov) Act 1976 S19 Highways Act 1980                            | Ady Podbery Grounds Care | Grass cutting, litter picking, raking pea shingle @ play parks and grass cutting verge |          |
| 76d Highways Act 1980<br>Open Spaces Act 1906                                | Ady Podbery Grounds Care | Cutting overgrown foliage at verges and footpaths. Removal of beads from Hurst.        |          |
| DD LGA 1972 s142                                                             | Eurosolve                | Domain name registration                                                               | 36.00    |
| 77 LG (Misc Prov) Act 1976 S19                                               | Wicksteed                | Universal joint assembly kit for the Net Swing @ Glebe play park                       | 1,882.69 |

Notes.

- After all payments/receipts are accounted for the Unity Bank account will be in credit at £64,849.32.
- After all payments/receipts are accounted for the Santander Community Account will be in credit at £74,879.51
- The Council has the following debtor for 2024/25: HMRC (Reclaimable VAT) £4,680.04.
- As of 2 September 2024 the Santander Business Savings account held a credit balance of 85,562.72.
- As of 17 September 2024 the Santander Corporate Notice account held a credit balance of £80,138.62.

**290/24 Public Presentation. None.**

## REPORTS

### 291/24 Report from County Councillor(s).

DC Roberts submitted a written report.

#### **General OCC.**

The leaders of the County and City Councils wrote to the Rail Minister inviting him to come and visit Oxford to discuss the current rail projects here. Although a date has not been set, his response was positive.

#### **Traffic and highways:**

Network Rail announced that it would not meet the deadline of the end of July blockade to replace the rail bridge. This would also mean that the road will not re-open on the 1 November 2024. OCC have announced that they will not now be implementing the Traffic Filters on the 1 November 2024 but that they will be implemented when the Botley Road re-opens.

At the moment, there is a new diversion for buses and traffic around Mill Street as Thames Water needs to identify the position where they can connect the new water main pipe that is going across the Osney Bridge to the water main for the Oxford City.

Over the next 4 weeks there will be four more trial drill holes all with different traffic plans.

Trial hole 2 1am 7/10 to 6pm 11/10 Trial hole 3 1am 14/10 to 6pm 18/10

Trial hole 4 1am 21/10 to 6pm 25/10 Trial hole 5 1am 28/10 to 6pm 1/11

This section on the OCC's website should cover the Botley Bridge Road closure:

<https://www.oxfordshire.gov.uk/residents/roads-and-transport/roadworks/future-transport-projects/oxford-city-station-phase-2c>

This will have all cycle paths, bus and Network Rail and Thames Water information and various links to other websites posted on there.

This is the website that the latest information will be posted on from Network Rail

<https://www.networkrail.co.uk/running-the-railway/our-routes/western/oxfordshire/botley-road-bridge-replacement/>

The works by Thames Water to replace the damaged water main to the City have now begun and will continue until 25 March 2024 with intelligent traffic lights and a one lane closure over Osney Bridge for the whole year. The works on the river area have now re-started.

## **Library**

The Botley library now provides free coffee and tea as part of their warm spaces program. There are also newspapers to read and a jigsaw puzzle to complete.

## **Consultations**

Let's Talk Oxfordshire.gov.uk website:

**Healthier Foods** – a survey about access to affordable healthy food closes 21 November 2024.

**National Highways and Transport (NHT) Network 2024** - ends on 28 February 2025.

Highways traffic regulation orders and highway public notices gives notice of all planned and emergency work.

The "You said/We did" section gives a lot of information about forthcoming changes based on the surveys. This can be useful even when you didn't respond to the surveys.

This link tells you about planned OCC roadworks and if you press the live roadworks button, it takes you through to One Network where there are all the live roadworks for that day. If you choose a time option, it will tell you all the planned roadworks:

<https://www.oxfordshire.gov.uk/residents/roads-and-transport/roadworks/major-current-roadworks>

## **292/24 Report from District Councillor(s).**

DC Scott Houghton submitted a written report.

## **16 Cumnor Hill**

After the deferral at the last planning committee meeting, a site visit was arranged which was attended by both Cllr Roberts and Cllr Houghton. It was then discussed at the planning committee meeting on 25th September and this time permission was refused.

## **Joint Local Plan Update**

Vale of White Horse and South Oxfordshire District Councils have both unanimously supported the publication of the draft joint local plan. In the new draft joint plan, the councils have shown that there are enough new homes in the pipeline already. This means that there is no need to build on any extra new greenfield sites over the next 15 years, beyond what has already been allocated. Only one area of expansion has been earmarked, which is on the brownfield land owned by the Ministry of Defence at Dalton Barracks near Abingdon. The plan also sets out new firmer environment policies so that development is net zero carbon and delivers twice the national level of biodiversity net gain to help with the recovery of nature.

The Joint Local Plan is available for review and comment on its soundness and legal compliance and whether it meets the duty to cooperate until the 12 November 2024 at

[www.southandvale.gov.uk/jlp](http://www.southandvale.gov.uk/jlp)

After the six-week publication period has come to an end, the plan and the comments received will be submitted to the government to be examined by a planning inspector.

## **Review of Polling Places**

As part of a statutory review, Vale of White Horse District Council are looking at changing the locations of a number of the polling stations they use, to ensure they are accessible for everyone in future elections. The council are particularly interested to hear from anyone who faced challenges in accessing a polling station during the 2024 General Election or Police and Crime Commissioner Election.

To comment, go to <http://whitehorsedc.gov.uk/valepolling> comments are open until the 21 October 2024.

## **Air Quality South**

Oxfordshire and Vale of White Horse District Councils have published their joint Air Quality Annual Status Report, which shows a continuing trend in air quality improvement across both districts. Nitrogen dioxide levels decreased across most of the 133 monitoring sites. In addition, all six Air Quality Management Areas (Abingdon, Botley, Henley, Marcham, Wallingford and Watlington) reported levels well below the national nitrogen dioxide limits. The councils are also working with other local authorities in Oxfordshire including on the launch of the new [www.oxonair.uk](http://www.oxonair.uk) website which provides easily accessible and up-to-date Air Quality information for the public. The website boasts a forecast system as well as monitoring data.

## **293/24 Report from Representatives on Outside Bodies. None.**

## **TRAINING/EVENTS**

### **294/24 OALC Training Programmes.**

No councillors were available to attend the virtual OALC Councillor Forum on Tuesday 8 October

2024 at 12 noon.

## **COUNCIL**

### **295/24 Council's Strategic Plan Working Group**

- i. The Chair updated Council on the progress of the working group. The group had held 4 meetings and prepared a draft Mission Statement, Strategic Policy Statement and discussed objectives and how to encourage community engagement.
- ii. Council agreed to hold public events in Dean Court Community Centre, Farmoor Village Hall and The Old School, Cumnor the week commencing 11 November 2024. (*Clerk's Note: Bookings have been confirmed as follows;  
Farmoor Village Hall Thursday 14 November 2024 1.30pm – 2.30pm  
Dean Court Community Centre Saturday 16 November 2024 1.30pm – 3.30pm  
Old School, Cumnor Thursday 19 November 2024 7.30pm – 9.30pm.*)  
The refreshing of the Neighbourhood Plan would be part of the public event.
- iii. Council approved expenditure of £200 to book the relevant halls.

### **296/24 Consultations.**

Council resolved to appoint Chris Westcot to respond to the SO/VWHDC Joint Local Plan 2041 consultation which commenced on 1 October 2024 and closes 12 November 2024.

### **297/24 Pedestrian Crossing.**

Council considered a Councillors request for the installation of a pedestrian crossing by Kimmeridge Road/Volvo Garage, Cumnor. Council agreed that currently there was not a need for a crossing at this site as there were 2 central pedestrian refuges either side of the Kimmeridge junction and the speed limit had been lowered from 40mph to 30mph.

### **298/24 Committee Meetings.**

- i. Council approved cancelling the scheduled meeting of the Finance and General Purposes Committee meeting on Tuesday 22 October 2024.
- ii. Council approved rescheduling the Environment and Amenities Committee meeting to Tuesday 22 October 2024.

Gary Mason left the meeting.

### **299/24 Closes Pavilion.**

- i. Council resolved to agree to installing heating, insulating the roof and clearing the gutters at the pavilion.
- ii. Council considered 3 quotes sourced and resolved to agree the quote from Farmoor Plumbing Lt of £9,639.26 excluding VAT.
- iii. Gemma Pitts, Chair of Cumnor Minors Football Club informed Council of the financial difficulties the club was facing and requested that the pavilion management remained in the hands of the club. Council considered the request and agreed. (*Clerk's Note: the lease and licence between Council and CMFC expires on 1 August 2028*)

Gemma Pitts left the meeting.

### **300/24 Cumnor Hurst SSSI.**

Council received the draft Management Plan for Cumnor Hurst SSSI.

## **FINANCE**

### **301/24 Internal Auditor 2024/2025.**

Council resolved to appoint Lisa Wilkison as internal auditor for the year ending 31 March 2025 for a fee of £250 as set out in the letter of engagement.

### **302/24 Bural Fees 2024.**

Council resolved to approve the fees.

### **303/24 Grants.**

Council resolved to approve the following grant.

- i. Royal British Legion Poppy Appeal (S137). Remembrance Sunday Wreath of £100.

### **304/24 Quarter Financials.**

- i. Paula Lopez verified the quarter 2 bank reconciliations as of 24 September 2024.
- ii. Council noted the quarter 2 accounts (budget and prior year reports) as of 24 September 2024.

### 305/24 Expenditure.

Council resolved to approve the following expenditure.

- i. The grounds maintenance costs 1 September 2024 to 31 October 2025.
- ii. Estimate from MRH Services to supply and fit upright timbers to the mound at the Glebe play park of £3,367.69. Expenditure to come from the Recreation Dedicated Reserves.
- iii. Commissioning 2 speed surveys at Oakenholt Care Home and Hill End at cost of £190 + VAT per location.
- iv. Quote from Sutcliffe Play to supply a large trampoline mat for the Glebe play park of £2,699.45 + VAT. Expenditure to come from the Recreation Dedicated Reserves.
- v. Quote from Alfresco Exterior Cleaning remove graffiti from bus shelters and play equipment as listed of £627.00 + VAT.
- vi. Quote from Smirthwaite to convert the electrics of the changing bench of £825 + VAT.

### ENVIRONMENT AND AMENITIES

**306/24 Draft minutes of the Cumnor fit for the Future Steering Group meeting held on Wednesday 4 September 2024.**

Received.

**307/24 Ad-hoc grass cutting of verges in the parish. None.**

**308/24 Update on other current matters.**

### PLANNING

**309/24 Draft minutes of the Planning Committee meeting held on Monday 16 September 2024.**

Received.

**310/24 Submitted Planning Applications.**

The Council would submit the following observations:

Table 3 List of planning application.

| Ref | Planning application number  | Address and proposal                                                                                                                                                                                                                                                                                                                                                                   |
|-----|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i   | P23/V2386/HH amended details | 45 The Glebe, Cumnor, Oxford OX2 9QB<br><i>In-fill of existing garage door to create one large window and single storey side extension to be used as a carport (Reduction in scale as shown on drawings received 4 March 2024 and amended location plan received 11 September 2024).</i><br><b>Supports.</b> Comment submitted to VWHDC in between meetings due to time restrictions.. |
| ii  | P24/V1995/O                  | Caspian Valley Farm Barns, Cumnor Road, Farmoor, Oxford OX2 9NS<br><i>Proposed new self-build dwelling.</i><br><b>Supports</b>                                                                                                                                                                                                                                                         |

**311/24 Certificate of Lawful Development Use or Development application(s). Noted.**

Table 4 List of Certificate of Lawful Development Use or Development application(s).

| Ref | Planning application number | Address and proposal                                                                                                                                                                                                                           |
|-----|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i   | P24/V1947/LDP               | 23 Hurst Lane, Cumnor, Oxford OX2 9PR<br><i>Internal alterations to rear kitchen area. Rear roof alterations including new conservation roof window. Infill of existing side door opening. Insertion of new patio doors to rear elevation.</i> |

**312/23 Town and Country Planning Act 1990 Appeal under Section 78. Noted.**

Table 5 List of appeals.

| Ref | Planning application number | Address and proposal                                                                                                                                        |
|-----|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i   | P23/V2833/FUL               | 19 Hids Copse Road Cumnor Hill Oxford Oxfordshire OX2 9JJ<br><i>Description of development: Proposed conversion of existing garage and pool building to</i> |

| Ref | Planning application number | Address and proposal                                                                                                                                                                                                                        |
|-----|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                             | <p><i>create a new single residential unit and provision of new vehicular access to main house.</i></p> <p>Appeal ref APP/V3120/W/24/3349454</p> <p>Appeal made to the SoS against VWHDC's decision to refuse the planning application.</p> |

**313/24 To note permitted planning application(s). Noted.**

*Table 6 List of permitted planning application(s).*

| Ref | Planning application number | Address and proposal                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i   | P24/V1763/S19               | <p>Bradley Farmhouse, Cumnor, Oxford OX2 9QU</p> <p><i>Variation of condition 2 (approved plans) on application P22/V1333/LB.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| ii  | P24/V1573/LB                | <p>Red House Farm, Eynsham Road, Farmoor, Oxford OX2 9NH</p> <p><i>This application is an amendment to listed building consent P24/V0775/LB, which was to install replacement, double-glazed timber windows and make internal alterations, including the creation of 2 new bathrooms. The amendment is to replace the existing timber staircase like-for-like, enlarge one window opening, split the proposed bathroom on the first floor to create 1no. additional en-suite bathroom, and amend the layout of the second-floor bathroom to include the demolition of 1no. existing partition. (As amplified by plans received 30 August 2024).</i></p>                                                                                                                                                                                                                                                                                                                      |
| iii | P24/V0759/S73               | <p>Chilswell, Carmelite Priory, Chilswell, Boars Hill, Oxford OX1 5HB</p> <p><i>Variation of condition 6 (Construction traffic management (implementation) on application P23/V0508/FUL (Amended information received 29 August 2024) (Demolition of structures; erection of newbuild structures including central water feature and extensions to existing buildings; external alterations to existing buildings including new and replacement glazing / doors, thermal improvements, roof alterations installation of roof-mounted PV panels and new timber gates; introduction of external store; installation of PV solar array in south meadow; informal overflow parking area with new walkway; new guest parking area; drop-off &amp; disabled parking area with driveway access; new service access to bin store and service area; and hard and soft landscaping works, including new pond, ground alterations associated tree works and boundary treatment)</i></p> |

**314/24 To note refused planning application(s).**

*Table 7 List of refused planning application(s).*

| Ref | Planning application number | Address and proposal                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| I   | P24/V0571/FUL               | <p>16 Cumnor Hill, Cumnor, Oxford OX2 9HA</p> <p><i>Demolition of existing dwellinghouse. Erection of 2 no. detached dwellinghouses with associated works including landscaping. (As amplified by additional information received 19 March 2024 and amended plans and additional information received 2 May 2024 and as amended by plans received 22 July 2024 and amplified by Daylight and Sunlight Analysis received 5 September 2024).</i></p> |

**315/24 Update on other current matters. None.**

**316/24 Proposed Industrial installation (Solar Power Station) for the production of electricity on Green Belt land.**

- i. Proposed 'Botley West' solar power station.

- a. Council received the notes from the meeting on Tuesday 10 September 2024 with Stuart Walker, Major Applications Team Leader, VWHDC. Next scheduled meetings on Tuesdays 15 October 2024 and 12 November 2024.
- b. Botley West Community Benefits.
  1. Council resolved to agree to Oxfordshire host authorities (Cherwell DC, VWHDC, WODC and Oxfordshire County Council) establishing a working group and to commence the process of community benefit negotiations.
  2. Council resolved to agree to being involved in the process and wish to be considered as a representative on the working group.
  3. Council resolved to nominate Oliver Wright to be a lead representative on the working group.

## **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.**

### **317/24 Confidential Matters.**

Cumnor Hurst SSSI lease between Council and All Souls College. Council discussed Savills response and agreed to continue leasing the site.

## **ITEMS FOR NEXT AGENDA.**

**318/24 Items for next month's agenda. None.**

## **DATES OF FUTURE MEETINGS**

### **319/24 Next meeting.**

Further meetings will take place in **2024** on Mondays: 4 November and 2 December and in **2025**, 6 January, 3 February, 3 March and 7 April

The Annual Parish Meeting will take place on **Tuesday 6 May 2025 venue to be confirmed.**

The meeting closed at 9.20pm.

Signed..... Date.....2024.