

BRIZE NORTON PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council on Monday 1 February 2016 at
7.30 pm at The Sports Pavilion, Brize Norton

<u>322/16</u>	<u>PRESENT</u> Keith Glazier, Tony Shillingford , Stuart Guest, Lawrence Taylor, Pip Squire, Carolyn Peach	
<u>323/16</u>	<u>APOLOGIES</u> Neil Owen, Alex Postan	
<u>324/16</u>	<u>DECLARATION OF INTERESTS</u> None identified.	
<u>325/16</u>	<u>MINUTES</u> Minutes of the meeting on 4 January 2016 were approved and signed by the Chairman as a true record.	
<u>326/16</u>	<u>CHAIRMAN’S MEETINGS</u> 19/1 with Pip Squire – meeting with Phil Shaw WODC 18/1 with Tony Shillingford – RAF BZN LCWG	
<u>327/16</u>	<u>DISTRICT AND COUNTY COUNCILLORS’ REPORTS</u> No reports in Councillors absence.	
<u>328/16</u>	<u>ITEMS FOR OCC/WODC ATTENTION</u> Clerk had enquired about Minster Road footpath (PEM no 722024). Advised on a hedgcutting list but no date scheduled. In interim some of vegetation has been cut back by Stuart Guest – clerk to advise Gary Wilcox.	
<u>329/16</u>	<u>VILLAGE EMERGENCY ACTION PLAN</u> No further progress made.	Pip Squire
<u>330/16</u>	<u>VILLAGE NOTICEBOARD – TEMPORARY ONE</u> Proposed to site under tree (next to allotments) require CAT scanner to ensure no cabling and then SG to put in posts.	Stuart Guest
<u>331/16</u>	<u>ELDERBANK HALL PAVING/EXTENSION</u> Cllr Glazier to meet with builder on site to get quote.	Keith Glazier
<u>332/16</u>	<u>BUS SHELTERS REFURBISHMENT/VILLAGE SIGNS</u> Savills have advised that asbestos survey will be carried out on bus shelters. They will send through report in February after inspection in January. The Clerk to contact OCC Highways to find out what limitations/rules there are regarding village signage.	
<u>333/16</u>	<u>UPDATE HOUSING DEVELOPMENT</u> Report on meeting with Phil Shaw – no progress being made on development of masterplan; Bloor Homes not investing money until s106 agreed. Sticking point is OCC demand for room for 2 form entry school provision – current impasse. West Witney development also being held up for agreement of s106; this is giving time for more developers to get outline planning applications in. WODC will fight as they have sufficient land supply. Drawings for balancing ponds have been sent through and Keith Glazier and Pip Squire to review and raise queries. Proposed new football field will require change of use but this will be done when planning application for pavilion submitted. Stream would need to be bridged – preference for flat bridge rather than pipes.	Pip Squire/ Keith Glazier

<u>334/16</u>	<u>PRIMARY SCHOOL CONSULTATION ON ACADEMY STATUS</u> Draft had been circulated by e-mail and have been sent through to solicitors acting for ODST.	
<u>335/16</u>	<u>WHEELIE BIN VACUUM CLEANER ATTACHMENT</u> Stuart Guest had trialled several models and agreement to fund attachment costing £1300 plus VAT. Delivery charge of £95 may be incurred. Stuart Guest to forward video link to see equipment in action. Hedge cutter that was agreed to be funded has been purchased.	Stuart Guest
<u>336/16</u>	<u>MOWER SERVICING</u> Mower service is being undertaken. Due back in March.	
<u>337/16</u>	<u>HM THE QUEEN'S 90TH BIRTHDAY CELEBRATIONS</u> First meeting with representatives from Parish Council (Tony Shillingford), BNS&SC (Tim Gush). BN WI (Shelagh Chatterton, Margaret Timms), School PTA (Trudy Alford) and church (Carolyn Peach) attended. Proposal for bonfire on 21 April – fire on allotment (13A) whilst spectators on recreation ground. Looking to advertise in the quarterly newsletter, website and noticeboards. Agreement by all councillors to support initiative. Further village celebration on Sunday 12 June – a ‘picnic in the park’ type event. Consideration if Parish Council provide commemorative item for children in village. Clerk to research possible items.	Tony Shillingford/ The Clerk
<u>338/16</u>	<u>REPORT ON RAF BZN LCWG MEETING 18 JANUARY 2016</u> There were disturbance incidents in Kencot (Sept/Oct) that were reported. Parish Councils are advised to speak with RAF BZN if aware of events so that noise disturbance may be avoided or pre-empted. RAF BZN will notify of extraordinary events on website. A survey form was circulated to be completed and returned by 16 May to register for each parish when noise disturbance is perceived to be at its most annoying. Keith Glazier to ask Les Goble to complete form on parish behalf. Keith Glazier aware that noise mitigation measures are being taken (ie planes towed around airfield; not as much ground running for A400M) and we have to be realistic in living next door to the UK's biggest military operational airbase. It was reported that C130 to stay now until 2035 so looking again at compounds to baffle sound. Dates for diary – families day 3/9/16 and station training exercise 19/9/16.	
<u>339/16</u>	<u>UPDATE WODC DESIGN GUIDE</u> WODC Design Guide had been reviewed and considered to be a user friendly document, well written and thought about. No comment made in consultation.	
<u>340/16</u>	<u>WEBSITE STORAGE ARCHIVE MATERIAL</u> Councillors asked to consider what should be stored. Minutes, financial statements, external audit reports (to be scanned in). Discussion re planning applications but this held by WODC. A record of planning reference numbers may be useful. Newsletter – currently held on Brize Norton Community website. Councillors asked to consider further.	All

341/16 PLANNING APPLICATIONS

15/04053/FUL Significant revisions	Mr Patrick Edwards 35-37 Station Road Brize Norton	Erection of one dwelling and associated parking (extension to response to 3.2.16)
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No further comments considered necessary to make.

342/16 PENDING PLANNING DECISIONS

14/0399/P/FP		David Wilson Homes (Southern) Land at Swinbrook Road Carterton	Erection of 66 dwellings with associated access, open space and landscaping. Creation of extension to Kilkenny Lane Country Park and link road. Grid ref: 427785 207723
15/03869/OUT		Mr David Moore Land west of Swinbrook Road Carterton	Upto 85 dwellings with associated access, public open space and landscaping, sports pitches and country park (extension to response to 11/12/15)
OCC MW/0149/15		Smith & Sons (Bletchington) Ltd Burford Quarry	Continuation of development at Burford Quarry

343/16 PLANNING DECISIONS

OCC MW/0145/15		Pavestone OK Ltd Burford Quarry	Extension to factory building at Burford Quarry
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344/16 ORDERS FOR PAYMENT

100939	16.00	Keith Glazier	January chairman's expenses
100940	200.00	Carolyn Peach	January clerk services
100941	271.68	Kyle Anderson	January village maintenance
100942	211.99	5A's	hedgetrimmer
100943	17.88	Shillbrook	Copier paper/stamps
100944	107.29	Thames Water	Water 22/10-24/1/16
100945	16.33	A K Timms	Timber – Elm Gove bus stop
100946	82.14	Carolyn Peach	Reimburse printer inks
	£923.31	Total	

345/16 PAYMENTS RECEIVED

None to note.

346/16 OFFICIAL CORRESPONDENCE:

- a) Savills – asbestos survey of bus shelters
- b) Clerk and Councils Direct – January 2016
- c) The Pensions Regulator – reminder staging date 1 February 2017
- d) WODC electoral role update

347/16 E-MAILS CIRCULATED IN MONTH

Rural Services weekly update 4/1, 11/1, 19/1, 25/1, 27

Rural Services bulletin opportunities 6/1

Rural vulnerability – broadband 13/1

Rural vulnerability – fuel poverty 20/1

Rural Economy Spotlight 27/1

WODC weekly planning lists 8/1, 15/1, 22/1,

Public Sector Executive (PSE), 4/1, 7/1, 11/1, 14/1, 19/1, 21/1, 25/1

31/12 Jean Butcher – NGS open garden day 19/6/15

4/1 Keith Butler WODC – BZN PC vacancy notices

4/1 Tony Shillingford – revised draft agreement with ODST use of recreation ground

5/1 Lady of Lourdes school – response to query re signage and lights outside school on Curbridge Road

6/1 WODC – tourism newsletter – check on photo re village

6/1 OCC Traffic safety and accident prevention re Swinbrook Road, speed and closure signs response by 5/2/16

- 6/1 Ian Blaney, Lee Bolton Monier-Williams – solicitors for ODST/Primary School academy re recreation ground agreement
- 6/1 OCC – meeting re councils and bus companies
- 7/1 OALC – Audit (smaller authorities audit – decision by 31/3/16) and Training
- 7/1 Tony Shillingford – pictures of flooding Mrs Brown’s field
- 10/1 Tony Shillingford – website update discussions with Kyle Anderson
- 11/1 WODC – press release UK’S biggest clean up 4-6/3/16 – in association with Keep Britain Tidy
- 12/1 RAF BZN – complaint statistics November 2015 – none from Brize Norton village
- 13/1 OALC bus operator meetings 19 and 20 January 2016
- 13/1 Community first Oxfordshire at a glance e-mail
- 14/1 5A’s requirement for hired in plant insurance cover
- 15/1 WODC press release – beacon’s for Queen’s 90th birthday
- 17/1 Tony Shillingford – draft plans for allotment tidy up
- 19/1 WODC press release ‘Way forward agreed for local plan’
- 19/1 Andrew Thompson WODC Local Development Plan and other related matters
- 20/1 OALC use of sec 137 to subsidise commercial bus routes
- 21/1 Will Benbow – Savills chasing up response
- 21/1 Smiths and Sons – blast notice 27/1/16
- 22/1 Pip Squire – response to draft design guide
- 22/1 Successful nomination of Fred Bellenger for High Sheriff’s award
- 22/1 Keith Glazier – auction sign Ting-Tang Lane
- 26/1 Planning Inspectorate Officer – formal suspension of WODC local plan to December 2016
- 27/1 OALC – audit for smaller authorities additional information
- 28/1 West Oxon Cotswold line business rail event press release
- 28/1 OCC Oxon minerals and waste local plan
- 28/1 Clerks yearbook 2016 (online) 1 month free trial
- 28/1 Will Benbow Savills – flood alleviation pond 4 diagrams
- 28/1 CPRE Oxon e-newsletter

<u>348/16</u>	<u>SCHOOL CROSSING</u> Following response from Lady Of Lourdes School (5/1/16) Clerk asked to write to school (parents council/governors/headmistress) and advise that PC concerned by lack of lollipop lady and enquiries had been made of OCC re 20mph flashing signs but would be more persuasive if those people most affected/most vulnerable were to petition for change.	<u>ACTION</u> The Clerk
<u>349/16</u>	<u>PARISH COUNCIL VACANCY</u> WODC had not advised if anyone had come forward for election. Someone had shown interest in joining Council but they would not be available until May 2016.	
<u>350/16</u>	<u>HIGH SHERIFF’S AWARDS</u> The Chairman was pleased that the Council’s nomination of Fred Bellenger had been successful and he will accompany Fred and Kath to the award ceremony on Monday 29 February at Christ Church, Oxford.	Keith Glazier
<u>351/16</u>	<u>AUDIT FOR SMALLER AUTHORITIES</u> OALC recommend that Parish Councils do not opt out of audit for smaller authorities and this was the unanimous decision of the Councillors.	
<u>352/16</u>	<u>PHOTOS FOR WODC TOURISM SITE</u> Current picture is of war memorial and church. Tony Shillingford to review photos he has taken with possible change. Suggestion of Country Park horses/views of memorial route.	Tony Shillingford
<u>353/16</u>	<u>CAMBRIDGE ROLLER ON RECREATION GROUND</u> Stuart Guest asked if these rolls could be scrapped. He will check with Fred Bellenger but thought that bearings all rusted up so of little use now.	Stuart Guest

<u>354/16</u>	<u>LITTER BINS</u> The litter bins through the village are all different colours and models and some need replacing. Stuart Guest is asked to plot bins on map and then may look to resite/replace bins. Keith Glazier to speak to officials re repatriation route	Stuart Guest
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There being no further business the meeting was closed at 9.25 pm. Date of next meeting Monday 7 March 2016 at 7.30 pm.

Signed as true and correct record of the meeting by Keith Glazier 7 March 2016.