

BRIZE NORTON PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council on Monday 7 September 2015 at  
7.30 pm at The Sports Pavilion, Brize Norton

<u>168/16</u>	<u>PRESENT</u>	<u>ACTION</u>
	Selwyn Shorrocks (acting Chairman), Tony Shillingford, Pip Squire, Stuart Guest, Lawrence Taylor, Alex Postan, Carolyn Peach	
<u>169/16</u>	<u>APOLOGIES</u> Keith Glazier (for lateness joined meeting 8.05 pm), Alex Postan	
<u>170/16</u>	<u>DECLARATION OF INTERESTS</u> None identified.	
<u>171/16</u>	<u>MINUTES</u> Minutes of the meeting on 3 August 2015 were approved and signed by the Chairman as a true record.	
<u>172/16</u>	<u>CHAIRMAN'S MEETINGS</u> 7/9 LCWG RAF BZN	
<u>173/16</u>	<u>DISTRICT AND COUNTY COUNCILLORS' REPORTS</u> In absence of Cllr Owen there was no OCC report.  Cllr Postan advised that the Planning Inspectorate had published dates of hearings and questions to be answered. From WODC point of view this was welcomed as the Inspectorate had thrown out Local Plan for not having included housing numbers proposed by SHMA. Giles Hughes is taking on the responsibility of progressing the plan as Andrew Tucker retires at end of month. Cllr Postan asked the councillors to consider a response to the revised design guide consultation.  Concern expressed by Councillors that the Parish Council has not been called to speak at the planning inspectorate hearings. Cllr Postan agreed to speak with Giles Hughes to promote views of council. If necessary Pip Squire to attend meeting.  Cllr Postan would support a second parish council forum meeting. Suggestion that should be hosted by another council, possibly Alvescot or Shilton.	
<u>174/16</u>	<u>ITEMS FOR OCC/WODC ATTENTION</u> OCC have forwarded results of traffic survey. The results confirmed what had been thought. In view of amount of commercial traffic the Clerk is asked to write to David Tole/Odele Payne to thank for comprehensive report but ask for meeting to discuss safety issues. Concern that with the build out proposed on Manor Road then congestion even more of a problem.  Keith Glazier joined meeting and took over chairing the meeting.	The Clerk
<u>175/16</u>	<u>VILLAGE EMERGENCY ACTION PLAN</u> No further progress.	Pip Squire
<u>176/16</u>	<u>VILLAGE NOTICEBOARD – TEMPORARY ONE</u> Ground to be surveyed with CAT scanner to ensure no cables or services will be damaged by putting in posts. Stuart Guest to coordinate work.	Stuart Guest
<u>177/16</u>	<u>PLAYPARK SURFACES</u> Safe and Sounds Playgrounds contracted to do job and have advised a start date in week beginning 7 September.	
<u>178/16</u>	<u>ELDERBANK HALL PAVING/EXTENSION</u> No further progress made. Keith Glazier and Pip Squire to meet and sketch out plan for revised access ramp to service Elderbank Hall main door and the proposed extension.	Keith Glazier/ Pip Squire

<u>179/16</u>	<p><u>ELDERBANK HALL TELEPHONE/INTERNET ACCESS</u>  The pre-school have been informed of proposed scheme and costs and we are waiting for their response. Clerk to arrange for letters to be sent out to other hall users.</p>	Tony Shillingford/ The Clerk
<u>180/16</u>	<p><u>BUS SHELTERS REFURBISHMENT</u>  Awaiting information on possible funding of bus shelters (Keith Glazier to speak with Phil Shaw).</p> <p>Further research required re village signage.</p>	
<u>181/16</u>	<p><u>UPDATE RE S106 CLAIM</u>  Report of conversation with Steve Roberts, Bloor Homes. Development has not yet been named. Sticking point is regarding school - OCC want two form entry school. The drainage/balancing ponds/road improvements have been accepted.</p> <p>Savills are pushing for name of solicitors but until they have confirmed size of land area for possible extension of recreation ground we will not be forward – we do not want to incur unnecessary legal fees. Solicitors John Welch and Stammers had given quote for legal advice - fees in the range £525 - £675 plus vat; Charge out rate is £190 per hour; range quoted dependent on whether need to make a SDLT return to HMRC and register the lease at the Land Registry if the lease is for a term of more than 7 years. Appointment agreed by Councillors.</p> <p>No solicitor is needed for s106 as land transfer is to WODC from Christ Church and then there will be an agreement between WODC and BNPC.</p> <p>Concern expressed about footpaths/cycle ways and access links with the village.</p>	
<u>182/16</u>	<p><u>UPDATE OF SCHOOL CROSSING REQUEST</u>  Clerk to ask for meeting with David Tole perhaps in conjunction with issues raised in 174/16.</p>	The Clerk
<u>183/16</u>	<p><u>PARISH COUNCIL WEBSITE</u>  Tony Shillingford had met with Kyle Anderson to discuss current site and its design and content. It was felt that although the current site provided a site to view minutes and find details of councillors it could be made more attractive and have more current information. The rules on transparency required more data to be available. Question as to whether continue with current provider (1+1) or to start again. Councillors were supportive of Kyle continuing to develop site and Tony Shillingford to have further discussion with him.</p> <p>The Clerk is asked to investigate grants that may be available for purchase of a computer for Parish business. Tony Shillingford to consider options for cloud storage.</p>	Tony Shillingford/ The Clerk
<u>184/16</u>	<p><u>CONSULTATION RESPONSE WODC 2020 VISION</u>  Pip Squire to review consultation documents on line to draft BNPC response for submission by consultation deadline of 15 September.</p>	
<u>185/16</u>	<p><u>CONSULTATION RESPONSE OCC MINERALS AND WASTE LOCAL PLAN CORE STRATEGY</u>  Approximately 6 years ago Anti Gravel Group of Residents in Oxfordshire West (AGGROW) was set up but BNPC had not got very involved. Only impact on village residents was regarding transport of aggregates through the village. Keith Glazier to ring Clanfield and Bampton Parish Council representatives to ask if they require support for their comments. No direct response from BNPC.</p>	Pip Squire
<u>186/16</u>	<p><u>CONSULTATION RESPONSE TO WODC UPDATED DESIGN GUIDE</u>  Pip Squire to review to advise if any response should be made. Consultation close 30 September 2015.</p>	Keith Glazier

<u>187/16</u>	<u>CONSULTATION RESPONSE TO OCC HOUSEHOLD WASTE RECYCLING CENTRES STRATEGY</u> Stuart Guest asked to review consultation and advise on any response to be made. Consultation to close 5 October 2015.	Pip Squire
<u>188/16</u>	<u>CONSULTATION RESPONSE ON RURAL POLICING</u> The perception is that police in area only interested in cars and car crime. No response to consultation thought necessary.	Stuart Guest
<u>189/16</u>	<u>DRAFT FINANCIAL POSITION 1/4/15-7/9/15</u> The RFO presented actual expenditure to date compared to year's budget for information. Significant expenditure for playground roundabout resurfacing and for Elderbank Hall access has not yet been made.	

190/16 PLANNING APPLICATIONS

15/02918/FUL	Mr Patrick Edwards Land East Of 35 And 37 Station Road Brize Norton	Erection of two dwellings and associated parking
15/02990/FUL	Crocodiles Of The World Burford Road Brize Norton	Extension to crocodile house, extension to the car park and picnic areas, change of use of buildings to provide educational, feed, quarantine and crocodile display areas (part retrospective).

Discussion on 15/02918/FUL – Councillors agreed that there was a demand for smaller houses in the village. They are also aware that there has been local objections. The clerk is asked to respond making the following statements:

- (1) The decision should not be delegated but should go before full council REASON – there are local objections by local residents
- (2) A clear statement from Thames Water needs to be sought to confirm that they are prepared to accept sewerage from properties REASON – building proposal is in an area under a Grampian condition
- (3) All car parking and hard standing areas must be of permeable paving material REASON – to limit run off given overloaded nature of storm water drainage
- (4) Highways should be asked to comment on access arrangements REASON to ensure that current limited parking availability in Chichester Place is properly addressed.

Discussion 15/02990/FUL – Councillors were supportive of this local business application and no comments to be made.

191/16 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
15/02517/FUL	Garry Griffin Land South Of Garston Court Burford Road Brize Norton	Erection of new dwelling

192/16 PLANNING DECISIONS

Granted: 15/0222/S73	Mr Bowtell Swallows Cottage Grove Farm Brize Norton Road	Removal of Condition 7 of consent W2000/0828 to allow the annexe to be used as accommodation ancillary to Grove Farmhouse and shall not be occupied as a separate dwelling.
Granted: 15/02378/HHD	Mr Damian Brown Upper Haddon Cottage 98 Station Road Brize Norton	Single storey stone/oak framed extension

193/16 ORDERS FOR PAYMENT:

100893	23.99	Stuart Guest	Fuel for strimmer
100894	2116.77	WODC	Grass cutting May/June/July
100895	260.00	Carolyn Peach	August clerk services/newsletter
100896	326.97	Kyle Anderson tbc	August village maintenance
100897	16.00	Keith Glazier	August chairman's expenses
100898	56.57	Carolyn Peach	Website/postage expenses
100899	181.20	Playsafety Limited	Playground inspections
100900	40.20	5A'S	Hire telescopic chain saw/chain
100901	5.00	Cottsway tbc	Daubigny Mead lease 2014
100902	14.16	A K Timms	Post concrete
100903	117.00	Shillbrook	September newsletter
	<b>£3157.87</b>	<b>Total</b>	

194/16 PAYMENTS RECEIVED

	<b>£0</b>	<b>Total</b>	

195/16 OFFICIAL CORRESPONDENCE:

- a) WODC monthly update electoral role
- b) Barclays notification opening hours Carterton (Mon, Wed, Fri), & Burford (Tue, Thur)
- c) OCC Household waste and recycling centres strategy consultation 10/8-5/10/15
- d) Payman August 2015 newsletter
- e) Councils and Clerks Direct – September 2015

196/16 E-MAILS CIRCULATED IN MONTH

Rural Services weekly update 3/8, 10/8, 17/8

Rural vulnerability – transport 5/8

WODC weekly planning lists 10/8, 14/8

Public Sector Executive (PSE) 3/8, 6/8, 10/8, 13/8, 17/8, 20/8

2/8 Pip Squire – draft of joint statement for councils

3/8 RSN Rural Conference 8-9/9/15, Cheltenham, £249

3/8 Emergency planning – SSE resilience funding available

4/8 Programme Officer, Planning Inspectorate confirmation that representative from BNPC to speak at Inspectorate hearing

4/8 OALC new address Town Hall, Market Place, WALLINGFORD OX10 0EG

5/8 Inspectors initial comments on Local Plan (forwarded from Justine Garbutt)

5/8 Pip Squire letter for circulation to local councils approval

7/8 Programme Officer WODC local plan examination arrangements/preliminary timetable (print off)

7/8 Justine Garbutt, Alvescot PC letter to WODC for approval

10/8 CPRE – member's event Ewelme Saturday 19/9/15

10/8 OCC Environment & Economy Antony Kirkwood re school crossing enquiry

10/8 ORCC consultation welcomed on OCC local transport solutions consultation

11/8 Will Benbow, Savills progress update re lease

11/8 OCC Antony Kirkwood possible meeting dates

13/8 LCWG RAF BZN 7/9/15 7pm

14/8 ORCC e-newsletter

16/8 Comment received re planning application 15/02918/FUL

17/8 WODC public consultation re updated design guide 17/8-30/9/15

17/8 OPFA newsletter

17/8 Reminder OCC event 21/9/15

18/8 Response from Simon Emerson, Planning Inspectorate

19/8 OCC publication of minerals and waste local plan core strategy

19/8 ROSPA play safely reports on play parks

19/8 Right to contest application update – possible further response Feb 2016

- 20/8 Lansdowne chemical open day 4/9/15 re emergency planning  
 21/8 Dave Austin, WODC change in grass cutting schedule agreed  
 21/8 Alex Postan request for meeting re further action – local councils forum  
 21/8 Dave Austin UBICO (WODC) grass cutting agreement to change in contract spec  
 25/8 OALC roles and responsibilities course 25 November 2015  
 25/8 Savills – Will Benbow chasing e-mail re solicitor instruction  
 26/8 OCC planning permission approved re open storage Burford Quarry  
 26/8 OCC Localities meeting (21/9/15) oversubscribed  
 27/8 RAF BZN advice re noise disturbance non-public event 5/9/15 Brizefest  
 28/8 Deborah Ceadel – request re BNPC legal representation  
 28/8 SLCC Sept Branch meeting 8/9/15 10am Benson £10 topics OCC devolution of services/understanding transparency Act  
 28/8 CPRE summer fieldwork newsletter  
 31/8 CPRE Oxon news Aug 15  
 1/9 OCC Environmental & Economy – HGV April 2015 survey swimming  
 1/9 Programme Officer planning inspectorate – hearing programme October, guidance notes and questions  
 1/9 RAF BZN complaint statistics June-August 2015  
 1/9 OCC response re leader’s 21 September event – looking to hold additional event  
 2/9 J Briars, John Welch & Stammers response re request for legal services  
 3/9 Rural policing matters consultation campaign

<u>197/16</u>	<u>RECREATION GROUND</u>	<u>ACTION</u>
	Stuart Guest advised that he had booked chipper for 14 September and would welcome help from councillors to load material to clear area at bottom of recreation ground.  The Chairman thanked Stuart for his continued commitment to clearing the area on the recreation ground.	All
<u>198/16</u>	<u>LAWN MOWER SERVICING</u> Stuart Guest reported he had booked the servicing of the mower with Oxford City Council maintenance department at the end of the growing season.	
<u>199/16</u>	<u>RAF BRIZE NORTON LCWG MEETING 7 SEPTEMBER 2015</u> Keith Glazier reported on meeting he had attended earlier in the evening. The air quality report is posted on RAF BZN website. Relatively quiet time and aircraft numbers have remained static. Some limitation to noise as they are not using taxi way whilst building the hangar. The new hangar is 28m in height.	
<u>200/16</u>	<u>RIGHT TO CONTEST</u> The Clerk had chased up a response to ‘right to contest’ application made in August 2014. Have been advised that decisions on the future of Ministry of Defence (MoD) assets will be made in the context of their revised Footprint Strategy. This seeks to reduce the size of the Defence Estate and make it more efficient. The Strategy is due to be published in February 2016. The discussions continue with the Ministry of Defence and they aim to bring this to a conclusion following publication.	

There being no further business the meeting was closed at 9.35 pm. Date of next meeting Monday 5 October 2015 at 7.45 pm.

*Signed as true and correct record of the meeting by Keith Glazier on 5 October 2015.*