

BRIZE NORTON PARISH COUNCIL

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

<u>259/16</u>	<u>PRESENT</u> Selwyn Shorrock (chairman), Tony Shillingford , Stuart Guest, Lawrence Taylor, Neil Owen, Carolyn Peach	
<u>260/16</u>	<u>APOLOGIES</u> Keith Glazier (illness), Pip Squire (work commitments), Alex Postan (illness)	
<u>261/16</u>	<u>DECLARATION OF INTERESTS</u> None identified.	
<u>262/16</u>	<u>MINUTES</u> Minutes of the meeting on 2 November 2015 were approved and signed by the Chairman as a true record.	
<u>263/16</u>	<u>CHAIRMAN’S MEETINGS</u> 11/11 with Selwyn Shorrock – OCC Highways 14/11 Dave Austin, UBICO (WODC), grass cutting contract	
<u>264/16</u>	<u>REPORT ON WODC WASTE AMD RECYCLING MEETING 7/12/15</u> Stuart Guest reported on the above meeting he had just attended. OCC are proposing cuts in green waste collections to make savings. WODC value this service keeping green waste out of general rubbish. Consideration to make it a monthly service but with option of more than one bin. Proposing continuation of fortnightly grey bins and weekly recycling and food waste. Consideration also to collect clothing and electrical items. Contract being considered with UBICO. Proposals being drawn up for discussion at February cabinet meeting.	
<u>265/16</u>	<u>GRASS MOWER OVERHAUL</u> A quote from Oxford City Council transport workshop manager for servicing of mower including collection and delivery back, stem cleaning, full engine service, replacement drive belts, replace cutter head bearings, grinding and sharpening of blades £1,835.60 plus VAT. Quote agreed and Stuart to arrange collection on 16 December 2015.	Stuart Guest
<u>266/16</u>	<u>WHEELIE WASTE BIN HOOVER</u> Stuart Guest is to circulate a video of the equipment. They cost in region of £1,300 plus VAT.  Stuart Guest gave his apologies and left at 7.45pm.	Stuart Guest
<u>267/16</u>	<u>DISTRICT AND COUNTY COUNCILLORS’ REPORTS</u> Cllr Owen reported on recently announced Autumn Statement and it’s impact on OCC. OCC looking at 24% decrease in government funding over next 4 years. Council tax capped at 2% increase (without a referendum), however local authority able to raise a further 2% specific to adult social care; CT could rise by 4% although there is appreciation at OCC that wages have not increased by this percentage. Devolution still on agenda of OCC; aim to reduce duplication in particular in Health and Social Care. Also advised on Childrens Centres & Early Years consultation, launching of ‘Fostering-friendly’ campaign, broadband funding, supported transport services and winter preparedness. OCC councillors had scheduled a meeting with the Oxfordshire MP’s – only 3 out of the 8 attended so it was felt to be unproductive. Cllr Owen to circulate full report by e-mail.  WODC – Planning Inspector had completed first stage with further meetings to be scheduled in February. Comments on his findings are to be made before Christmas.	Cllr Neil Owen

<u>268/16</u>	<u>ITEMS FOR OCC/WODC ATTENTION</u> Clerk to review list for any outstanding items. No recent work on potholes.	The Clerk
<u>269/16</u>	<u>VILLAGE EMERGENCY ACTION PLAN</u> No further progress in Pip Squire absence.	Pip Squire
<u>270/16</u>	<u>VILLAGE NOTICEBOARD – TEMPORARY ONE</u> Reconsideration of siting of notice board.	All
<u>271/16</u>	<u>ELDERBANK HALL PAVING/EXTENSION</u> The Clerk is requested to get a further quote for work to be done.	The Clerk
<u>272/16</u>	<u>BUS SHELTERS REFURBISHMENT/VILLAGE SIGNS</u> Agenda point for next meeting with Phil Shaw WODC regarding funding outstanding.  Following recommendations from Clanfield and Minster Lovell clerks regarding their signage quote received from Leander Architectural. Signs including posts and a shield or logo would cost around £630 plus VAT each for 4 off or £780 plus VAT for one off. Clerk to circulate quote for consideration.	The Clerk/All
<u>273/16</u>	<u>UPDATE HOUSING DEVELOPMENT</u> Meeting to be arranged in January with Will Benbow, Savills re our response for football pitch provision, footpaths and balancing pond.	
<u>274/16</u>	<u>UPDATE OCC HIGHWAYS MEETING 11 NOVEMBER 2015</u> Meeting attended by Odele Payne, Anthony Kirkwood and Natalie Moore. Discussed three items related to safety: <b>20mph speed limit on Station Road</b> – in principle possible but procedure to negotiate and costs that would need to be borne by village (could be in region of £4,000). <b>Zebra crossing</b> likely to be very costly, as a minimum £20,750. <b>Weight limit on Station Road</b> OCC of opinion that can't justify as survey suggests HGV's visiting or coming from Viscount Court or Timms's and not just going straight through. Most concern over Watson lorries that have the added risk of flammable material. Proposal of a meeting with Watson management to raise concerns and ask for the adoption of a voluntary working agreement.  The Clerk is asked to contact Long Hanborough Parish Clerk re installation and costings of raised crossings and also the ODST school academy trust to see if there would be a grant available.  The signage and lights on the Curbridge Road, Witney by Our Lady of Lourdes school advise 20 mile an hour limit while school lights flash. The Clerk is to enquire how this was funded. A controller attached to current lights would be £750.  Selwyn Shorrocks has asked Odele Payne to research the S106 monies re Shilton Park - £35k for Brize Norton and £81k for Kilkenny Lane – it is not clear how this money has been spent.	The Clerk  The Clerk  Selwyn Shorrocks
<u>275/16</u>	<u>GRASS CUTTING CONTRACT</u> Keith Glazier has met with Dave Austin, Ubico – awaiting e-mail as confirmation of fee. Chichester Close grass areas are not part of the PC contract. Clerk to enquire into whose responsibility and frequency of cutting.	The Clerk
<u>276/16</u>	<u>PRIMARY SCHOOL CONSULTATION ON ACADEMY STATUS</u> Draft agreement to be drawn up for BZN Primary School as Academy using the recreation ground. Draft using previous wording as template. School advised that change to Academy on 1 March 2016.	
<u>277/16</u>	<u>UPDATE TOWN AND PARISH COUNCIL LIASION MEETING 1/12/15</u> Cllr Shorrocks reported on meeting that gave detail to 'Vision 2020' - the council partnership (Cheltenham, Forest of Dean, Cotswold and WODC) sharing services	

278/16	<p>of human resources, finance, payroll with plans to extend to IT, Public Protection, building control, legal, property, customer services and revenues and benefits. There was also discussion on devolution within Oxfordshire, in particular the health service. It is hoped that power to WODC and money would mean the Witney Hospital can be back up to strength. Parishes would have direct access to the cabinet members. Cllr Shorrocks advised he thought it a good meeting with opportunities to network.</p> <p><b>DRAFT PRECEPT</b></p> <p>Figures circulated prior to meeting giving a band D rate of £51.23. Balance due to charities for 2015/16 of £110; Tony Shillingford to review need for any allotment expenditure pre 31/3/16. No provision yet for wheelie bin hoover. Final decision to be made at January meeting for submission by 8 January 2016.</p>	
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279/16 PLANNING APPLICATIONS

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)
15/04053/FUL	Mr Patrick Edwards 35-37 Station Road Brize Norton	Erection of one dwelling and associated parking (extension to response to 15/12/15).
OCC MW/0145/15	Pavestone OK Ltd Burford Quarry	Extension to factory building at Burford Quarry
OCC MW/0149/15	Smith & Sons (Bletchington) Ltd Burford Quarry	Continuation of development at Burford Quarry

No comment to be made on 15/03869/OUT as North Carterton bordering Shilton Parish.

Discussion re 15/04053/FUL, it was considered that the concerns that were raised in respect of the previous application for two properties that had been withdrawn had been addressed. Clerk to respond. No objection.

280/16 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
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281/16 PLANNING DECISIONS

Granted: 15/03682/FUL	Christ Church Foxbury Farm Burford Road Brize Norton	Construction of a concrete track to be used for agricultural purposes
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282/16 ORDERS FOR PAYMENT

100924	40.00	Kirstie Anderson	Signage recreation ground
100925	60.00	Royal British Legion	2 x Remembrance wreaths donation
100926	50.00	WOCAB	Donation
100927		Royal Ag Uni	Replacement cheque Kyle's course £150
100928	16.00	Keith Glazier	November chairman's expenses
100929	260.00	Carolyn Peach	November clerk services
100930	309.89	Kyle Anderson	November village maintenance
100931	192.29	Fred Bellenger	Fuel/replacement battery mowing 2015 season
100932	25.16	Carolyn Peach	Reimburse council website hosting
100933	67.13	Dr P Holmes	Community website archive costs
100934	117.00	Shillbrooks	Newsletter printing
	<b>£1,137.47</b>	<b>Total</b>	

283/16 PAYMENTS RECEIVED

	41.32	BNS&SC	Water reimbursement to 21/10/15
	46.89	Elderbank Hall	Water reimbursement to 23/10/15
	<b>£88.21</b>	<b>Total</b>	

284/16 OFFICIAL CORRESPONDENCE:

- a) CPRE – Countryside Voice Winter 2015
- b) WOCAB thank you for donation of £50
- c) War Memorials Trust Nov 2015 no 67
- d) BZN WI ‘Great Village Clear Up’ 4-6 March 2016 support please
- e) Carterton Community Dec 2015
- f) Mister Mowerman – 10% discount if service booked pre 31/12/15
- g) Lord Lieutenant of Oxfordshire – HM the Queen 90<sup>th</sup> Birthday celebrations 11-12/6/16 plans

285/16 E-MAILS CIRCULATED IN MONTH

Rural Services weekly update 9/11, 16/11, 23/11, 7/12

Rural vulnerability – broadband 18/11

Rural vulnerability – transport 11/11

Rural Opportunities 4/11, 2/12

WODC weekly planning lists 6/11, 13/11, 20/11. 7/12

Public Sector Executive (PSE) 5/11, 9/11, 12/11, 16/11, 19/11, 23/11, 26/11, 3/12, 7/12

3/11 OALC update (printed off)

4/11 Wei Wei Hu, WODC – Parish precept 2016/17 correspondence (printed off)

5/11 WODC Invite to Town and Parish Council Meeting, Tuesday 1 December 2015, 7pm-8.30pm Committee Rooms, Woodgreen, Witney

5/11 OCC – publication of consultations findings in advance of cabinet meeting to discuss subsidised buses and dial-a-ride (10/11/15)

6/11 WODC - waste recycling survey. Consultation close 7 December 2015

6/11 Savills – response re football pitch, footpaths and balancing ponds

7/11 KG fwd – message to Thames Water, Huw Thomas re foul and surface water drainage behind allotments

9/11 Pip Squire – circulate draft response to Savills re e-mail 6/11

10/11 OCC planning – Pavestone UK Ltd, Burford Quarry, extension to factory buildings at Burford Quarry OCC ref: MW/0145/15

10/11 KG response re Burford Quarry – suggest support

11/11 Community First Oxfordshire (formerly ORCC) re OCC Cabinet discussion on bus subsidies withdrawn

12/11 Community First Oxfordshire (formerly ORCC) Annual Report and contact details

12/11 WODC Waste and Recycling collections workshop for Town and Parish Councils – 7 December 2015 5.30pm to 7.00pm, Committee Rooms, Woodgreen, Witney

16/11 WO programme officer – planning inspectorate meetings guidance notes

16/11 OCC cabinet meeting explanation of subsidised bus decision

18/11 WODC – Martin Holland – Tesco Community funding scheme

19/11 Burford Quarry blasting notice

19/11 OPFA autumn e-newsletter

19/11 KG – re Carterton Masterplan report

20/11 WO programme officer – planning inspectorate WODC letter to inspector

20/11 WODC consultation on WO CIL – minor modification response by 20/12/15

20/11 WO programme officer – planning inspectorate WODC letter statement of common ground with Oxford City

20/11 TaxAid charity information

21/11 KG - re LEP constitution link

25/11 PS – update re planning inspectorate meeting

25/11 Alex Postan – response re PS e-mail and advising on sick leave from 5 December 2015

26/11 OCC planning – Smith & Son (Bletchington) Ltd, Burford Quarry, continuation of development at Burford Quarry OCC ref: MW/0149/15

30/11 CPRE – Oxon November 15 e-newsletter

- 30/11 High Sheriff of Oxfordshire Awards – nominations by 15 January 2016  
 30/11 OALC – November 2015 newsletter (printed off)  
 1/12 OALC – audit arrangements for smaller councils  
 1/12 BZN Primary School – conversion date 1/3/16

<u>286/16</u>	<u>BZN WIRE QUEEN'S 90<sup>TH</sup> BIRTHDAY</u> The WI Federation has asked local groups to celebrate the Queen's birthday by doing a 'great Village Clear Up' on weekend of 4-6 March 2016. The Council had been asked if they could suggest any projects that may be suitable for their involvement. No projects were specifically identified at this time. The WI were congratulated on their initiative for the daffodils on Manor Road in 2014 if there was a similar project.	<u>ACTION</u>
<u>287/16</u>	<u>LORD LIEUTENANT'S REQUEST TO MARK QUEEN'S 90<sup>TH</sup> BIRTHDAY</u> It was thought that holding a village event may be an opportunity for village organisations to fund raise. The Clerk is asked to write to WI, BNS&SC, Church, School, Brownies, Rainbows, badminton club, Over 60's to see if level of interest to organise an event. Meeting to be planned in January 2016. If limited interest then propose pub have garden party.	The Clerk
<u>288/16</u>	<u>LORD LIEUTENANT'S AWARD</u> Nominations for the 2015 awards are invited. After discussion the Clerk was asked to complete a nomination unanimously supported by the councillors and to submit the application by 16 January 2016.	The Clerk
<u>289/16</u>	<u>WEBSITE</u> Item for January agenda. Councillors suggested that they look at Ducklington and Shipton-u-Wychwood as clear well designed websites.	All
<u>290/16</u>	<u>FAREWELL AND THANKYOU TO SELWYN SHORROCK</u> The Clerk thanked Selwyn Shorrock for his service as councillor on the Parish Council and wished him well in his move to his new home out of the Parish.	

There being no further business the meeting was closed at 8.45 pm. Date of next meeting Monday 4 January 2016 at 7.30 pm.

*Signed as true and correct record of the meeting by Keith Glazier 4 January 2016.*