

| <p align="center"><u>BRIZE NORTON PARISH COUNCIL</u></p> <p align="center">Minutes of the Parish Council Meeting of the Parish Council on Monday 2nd July 2018 at<br/>7.30 pm at The Sports Pavilion, Brize Norton</p> |  |  |
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| <u>56/19</u>   | <p><u>PRESENT</u></p> <p>Cllr Shillingford, Cllr Way, Cllr Ball, Cllr Goble, Cllr Squire, Cllr<br/>Campion, Cllr Postan, Cllr Field-Johnson, Alison Riseley - clerk, Cllr<br/>Gush</p> <p>Ms Verena Hunt, Ms. Barbara Edmunds, Mr. Stuart Collett</p>  | <u>ACTION</u>  |
| <u>57/19</u>   | <u>1 – APOLOGIES</u>   |  |
| <u>58/19</u>   | <p><u>2.1 – CO-OPT NEW COUNCILLOR</u></p> <p>Mrs Hannah Gush to be considered for co-option onto the council. The<br/>council voted whether to co-opt her.</p> <p>Cllr Way proposed and Cllr Squire seconded. Motion was passed<br/>unanimously and Mrs Hannah Gush was welcomed onto Brize Norton<br/>Parish Council.</p> |  |
| <u>59/18</u>   | <p><u>2.2 – CLLR GUSH TO COMPLETE CODE OF CONDUCT AND<br/>REGISTER OF MEMBERS INTEREST</u></p> <p>Cllr Gush completed the prepared code of conduct and register of<br/>member's interest.</p>  | Clerk to send<br>forms off to<br>Keith Butler at<br>WODC |
| <u>60/19</u>   | <p><u>3.1 - DECLARATION OF INTEREST</u></p> <p>There were no further declarations of interest from the councillors.</p>  |  |
| <u>61/19</u>   | <p><u>3.2 – TO DELCLARE ANY PECUINARY OR OTHER INTEREST</u></p> <p>There were no further declarations of pecuniary or other interest from<br/>the councillors.</p>   |  |
| <u>62/19</u>   | <p><u>4 – MINUTES</u></p> <p>The minutes of the meeting on Monday 4<sup>th</sup> June were agreed and signed.<br/>Cllr Squire proposed and Cllr Ball seconded. Motion passed. The<br/>Chairman signed the minutes.</p>   | Clerk to scan<br>and post to<br>website                  |

  
6/8/2018

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| <u>63/19</u> | <p><u>5 – PUBLIC PARTICIPATION</u></p> <p><u>5.1 Traffic on Burford Road</u></p> <p>Ms Hunt thanked the council for their swift action to the ATC's which are installed at two points at Burford Road. She questioned why they were so close together, but Cllr Ball has already contacted the company to move one further into the 60 zone. One had broken, and the company informed, but Mr Collett fixed it in the meantime.</p>  |  |
| <u>64/19</u> | <p><u>6 – RECORDS OF CHAIRMAN'S MEETINGS</u></p> <p>1) Extra-ordinary meeting on Friday 15<sup>th</sup> June. Draft minutes to go on to the website. Councillors to approve at the next meeting.</p> <p>Next meetings TBC - meeting with CTC</p> <p>Town and Parish Meeting at WODC building on 23<sup>rd</sup> July.</p> <p>19<sup>th</sup> July Codes of Conduct course at WODC at 5pm for Cllr Shillingford, Cllr Way and Clerk.</p>  | <p>Cllr Way to send draft copy to Kyle to put onto website.</p> <p>Clerk to suggest dates for Cllr Shillingford and Cllr Way to meet with CTC</p>  |
| <u>65/19</u> | <p><u>7 – DISTRICT AND COUNTY COUNCILLORS REPORTS</u></p> <p>Cllr Postan spoke about speed and traffic BN to be invited to open meeting with Carterton and Minster Lovell to apply for 20mph speed limits.</p> <p>Local Plan to be delayed by another two months.</p> <p>New administration in the district council. Cllr Postan has been voted as Vice- Chair.</p> <p>Cllr Field-Johnson's report was circulated and discussed, (see Appendix D)</p> <p>Weight limit to be trialled for one month through Minster Lovell. The councillors were unhappy with this as it was generally felt that the heavy traffic would therefore find it way through Brize Norton Village. Despite assurances that this would not happen he admitted that the traffic modelling was inconclusive.</p> | <p>Cllr Postan to send Shilton Traffic survey to Clerk.</p> <p>Letter to Cllr Field-Johnson regarding concerns with traffic. Response required.</p> <p>Cllr F-J to send contact details of Transport</p> |

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|              |   | Minister to Clerk.                                 |
| <u>66/19</u> | <p><u>8.1 – BURFORD ROAD SURVEYS</u></p> <p>Cllr Ball informed the council that two ATC's have been positioned along Burford Road.</p> <p>Cllr Goble has communicated that the ATC's are positioned very close together, one within the 30 mph zone and one just outside, and suggested that this might not give an accurate impression of the speed reached further along within the D-restriction zone.</p> <p>The clerk informed Cllr Ball that one of the rubber tubes of the ATC by the white parish gates has come off the road and questioned the authenticity of the information retained.</p> <p>Cllr Ball has requested the company move the second one further into the 60 zone and along a straight section. Data should be displayed to show week days and weekends.</p> <p>Thanks to Cllr Ball for his rapid action in this matter.</p> | Cllr Ball to contact the company to rectify.       |
| <u>67/19</u> | <p><u>8.2 – GRASS CUTTING</u></p> <p>Cllr Ball reported that Mr Glazier met with his contact within UBICO and walked him around the village to define the scope of the areas which need cutting and which need cutting and collecting. The areas were agreed.</p> <p>Cllr Ball has approached two different companies - Oxford City Council, another gentleman in Faringdon, for quotes for grass cutting. Suggestion to also ask WODC (for another up-to-date quote) and McCracken.</p> <p>Further discussion to held at a later date when we have more information.</p>   | Clerk to send grass cutting document to Cllr Ball. |
| <u>68/19</u> | <p><u>8.3 NEIGHBOURHOOD PLAN STEERING COMMITTEE</u></p> <p>Cllr Goble has a meeting with Thames Valley Environmental Record Centre on Thursday, 18<sup>th</sup> July 2018</p> <p>Landscape Character Assessment - two companies quoted. One more to be obtained.</p>  |  |





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|              | The Village Character Assessment is underway, with members of the committee being active around the village in the next month.  |   |
| <u>69/19</u> | <p><u>8.4 – SPORTS FIELD LEASE</u></p> <p>Two copies of the final document were sent to the Clerk this week and passed to Cllr Shillingford.</p> <p>Cllr Shillingford and Cllr Squire have signed and passed to the clerk to send back to Cairo Nichols.</p> <p>It is unlikely they will lease from over 20 years as the Secretary of State would have to sign. Subject to Undertaking, they may renew lease.</p>   | <p>Clerk to return signed contracts to Cairo Nichols.</p> <p>Clerk to prepare a letter to go to Will Benbow at Savills. Cllr Squire to forward e-mail. ASAP</p>                                   |
| <u>70/19</u> | <p><u>8.5 – WEST BRIZE NORTON UPDATE ON DEVELOPMENT PLANS</u></p> <p>Chris Shaw (Bloor Homes) has been the point of contact with the Parish Council and after a seemingly successful initial meeting received a list of points has been liaising with the Parish Council. However, since then, the council has received no further response nor has he responded to e-mails or phone calls.</p> <p>The plans have now been published, but all the items of concerns raised have been ignored. Suspicion that plans were pre-prepared, but not amended on the back of the discussion.</p> <p>The council questioned what was the purpose of meeting the representatives from the council if he was not interested in responding to further discussions or making amendments based on suggestions?</p> <p>Main issues are</p> <ul style="list-style-type: none"> <li>- parking. Plans show a mirror of Shilton Park, so there will be limited on street parking. This leads to problems with two-direction traffic and therefore traffic flow.</li> <li>- footpath system, no consideration about the fact they are Carterton facing</li> </ul> | <p>Planning office – extension of one month. Key members absent and extension required. To respond properly.</p> <p>Cllrs Squire and Campion to approach Kevin Haynes to reopen conversation.</p> |



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| <u>71/19</u> | <p><u>8.6 – MONAHAN WAY TOUCAN CROSSINGS</u></p> <p>Cllr Goble has prepared a response to Mr Christian Mauz at OCC regarding the proposed Toucan Crossing on Monahan Way.</p> <p>Cllr Goble and the Clerk have drafted a suggested reply. Council to discuss points raised and edit letter.</p>   | <p>Cllr Goble to finish letter and clerk to send letter to Mr Christian Mauz. Delay response of 20<sup>th</sup> July</p> <p>cc. any WODC correspondence to Cllr Field-Johnson.</p>                    |
| <u>72/19</u> | <p><u>8.7 – VILLGE HANDYMAN POSITION</u></p> <p>Cllr Ball and the Clerk interviewed Mr Terry Hinchley on Tuesday 26<sup>th</sup> June. Cllr Ball reported his views on the applicant and recommended that he be offered the position.</p> <p>The council discussed the wages to be offered. It was advised that the post would require around 10 hours a week. A contract should be prepared for £9.50 p/h</p> <p>Cllr Campion proposed and Cllr Goble seconded. The motion was passed.</p> | <p>Clerk to prepare a contract for the handyman position.</p> <p>Cllr Ball to check and amend contract. Clerk to write pensions</p> <p>Include agreement and job description in a single package.</p> |
| <u>73/19</u> | <p><u>8.8 – POPPY BOMBING</u></p> <p>Cllr Shillingford informed the council that this has been started in preparation for the Ride of Respect on Sunday. The clerk has posted images onto Facebook and Twitter to encourage local participation and support for this venture.</p>   | <p>Cllr Gush to research engraving/ ground spike/ or alternative of 18 servicemen letter from the Primary School.</p>   |



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|              | The Chairman requested the council find a way of preserving the letters from the Primary School regarding the 18 servicemen remembered through the trees and stone on the Recreation Ground.  | Cllr Ball may also have a contact.   |
| <u>74/19</u> | <p><u>8.9 – PARKING ON MANOR ROAD</u></p> <p>The clerk has received a complaint from Mrs Elsmore regarding the parking on Manor Road. There are up to 6 cars parked close to the cottages, making passing and use of the pavement difficult and dangerous for pedestrians.</p>  | Clerk to write a 'friendly letter' to residents to park so that you can get a pushchair or wheel chair through.  |
| <u>75/19</u> | <p><u>8.10 – RoSPA INSPECTION OF THE PLAYGROUND</u></p> <p>The Clerk informed the Council that she has received communication from RoSPA regarding the inspection of the playground equipment on the Rec. This is due to happen in August.</p> <p>If anyone would like to meet the inspector, it will cost an additional £40.</p>   | <p>Some councillors expressed an interest in accompanying the inspector. Clerk to enquire about dates.</p> <p>Clerk to check accts to see if Cllrs have accompanied in the past.</p> |
| <u>76/19</u> | <p><u>8.11 – CILCA TRAINING FOR THE CLERK</u></p> <p>On acceptance of the clerk position the council offered the clerk training and a certificate of qualification. On inspection of courses NALC offer a CiLCA course Level 2.</p> <p>Filkins Council are also interested in training and sharing the cost. It is £250 for the training course and £250 for the mentoring. The Clerk advised the council that next year her work hours have changed ensuring additional time for study/ council work.</p> <p>Cllr Campion proposed and Cllr Goble seconded. Motion passed.</p> |  |
| <u>77/19</u> | <p><u>8.12 – THE NEWSLETTER</u></p> <p>The Clerk would like to further suggest that groups that promote community spirit in Brize Norton Village have the opportunity to</p>  | Clerk to send initial precursor  |

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|              | <p>contribute to the newsletter. This is not aimed at Advertising, but an <u>endorsement of special events</u> designed for the entertainment of the local residents.</p> <p>Suggestions could be:<br/> Crocodiles of the World<br/> The Mason's Arms<br/> The Chequers<br/> Sports groups using the Rec or Elderbank Hall or BNPS, specifically the Brownies<br/> BNS&amp;SC football or cricket teams to inform about fixtures or results.</p> <p>Cllr Campion also suggested that businesses in Viscount Court and Timms could also have the opportunity to contribute (but not advertise)</p> | e-mail to enquire of interest.  |
| <u>78/19</u> | <p><u>9 – PLANNING</u></p> <p>There are two further planning applications. (see attached Appendix A).</p> <p>No comment to 18/01801/HHD</p> <p>18/01539/RES delay response by a month.</p>  | <p>Clerk to prepare letter</p> <p>Clerk to communicate with WODC regarding extension to the deadline.</p> |
| <u>79/19</u> | <p><u>10.1 – FINANCE</u></p> <p>Consider payments to be made (see attached Appendix B).</p>   | Payments were approved.   |
| <u>80/19</u> | <p><u>10.2 – TO REVIEW AND SIGN THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2017-2018 (PART 2)</u></p> <p>The Clerk has received the accounts from Crescent Accounting in Carterton for the Internal Audit.</p>   | Clerk to contact Moore-Stephens regarding submission of documents for external audit.                     |
| <u>81/19</u> | <p><u>9.3 TO AGREE ZURICH INSURANCE DOCUMENTS</u></p> <p>The clerk has circulated the council's insurance documents.</p> <p>Study Zurich insurance for details.</p> <p>Cllr Ball proposed, Cllr Way seconded it. Motion passed.</p>   | Clerk to communicate with Came and Co to compare insurance prices.  |





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|              |  | The clerk to contact Zurich and accept documents. raise a cheque for submission at the next council meeting. |
| <u>82/19</u> | <p><u>WITNEY LIONS GAME AT THE BASH</u></p> <p>Mr Arthur Harold communicated with the clerk to see if he could trial his 'Play Your Cards Right' at the Village Bash.</p>  | Accept offer but ask how much space he needs. Clerk to contact Lauren Jacobs                                 |
| <u>83/19</u> | <p><u>10 – CORRESPONDENCE</u></p> <p>Consider other correspondence during this month (see attached Appendix C).</p>  | No Action  |
| <u>84/19</u> | <p><u>ITEMS FOR FUTURE AGENDA</u></p> <ul style="list-style-type: none"> <li>- Cllr Gush Forest School for Pre-School low picketed fence, behind tennis court.</li> <li>- Clerk to send a letter to the owners of Mrs Brown's Field asking for improvement to the state of the field. As it is a right of way, which needs to maintained. Long term management plan</li> <li>- Cllr Campion to contact Willow Farm to see if they have cleared the fields for the Public right of Way</li> <li>- Cllr Way standing orders</li> <li>- Cllr Goble – NP</li> <li>- Cllr Goble – Toucan Crossings</li> <li>- Cllr Goble – Speed Cushions on Station Road</li> <li>- Cllr Campion West BN to Cllr Squire &amp; Cllr Shilingford</li> <li>- Cllr Campion – BNS&amp;SC</li> <li>- Cllr Shilingford Poppy Bombing</li> <li>- Cllr Goble – Village Character Assesement.</li> <li>- Clerk – Tim Gush Taps and Doors</li> <li>- Cllr Ball – steering group and PC policies</li> <li>- Cllr Squire – planning</li> <li>- (Cllr Ball – bus shelter quotes)</li> </ul> <p>No additional items identified.</p> |  |

There being no further business the chairman declared the meeting closed at **9.45 pm**.

Date of next ordinary meeting **Monday 6<sup>th</sup> August 2018** in **The Pavillion** at **7.30 pm**

## **APPENDIX A -PLANNING 78/19:**

### **PLANNING APPLICATIONS:**

|                                  |   |   |
|----------------------------------|---|---|
| 18/01539/RES<br><br>14/0091/P/OP | Mr Chris Shaw<br>Land East of Monahan<br>Way Carterton          | Reserved Matters application for Phase 1A comprising of 77 dwellings with associated landscaping, highway, drainage and infrastructure. Development comprising up to 700 houses, an employment area of 1.5 hectares (use classes B1 and B8, together with car showroom use which is sui generis), a local centre of 1 hectare (use classes A1 to A5, B1(a), C1, C2, C3, D1 and D2), a primary school with a site of 2.2 hectares, playing fields, allotments, informal open space, landscaping, drainage improvements and associated engineering works such as highways, cycleways and footways.<br><b>Registered: 23rd May 2018</b><br><b>Respond by 4<sup>th</sup> July</b> |
| 18/01801/HHD                     | Mr And Mrs Hunter<br>3 Honeyham Close<br>Brize Norton Carterton | Removal of existing conservatory and replace with new single storey extension to form a sunroom/garden room.<br><b>Registered: 13th June 2018</b><br><b>Respond by 17th July 2018.</b>  |

### **PENDING PLANNING DECISIONS**

|              |   |  |
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| 17/01394/FUL | Lagan Homes (agent<br>West Waddy LLP)<br>Land south Upper<br>Haddon<br>Station Road<br>Brize Norton | Erection of 41-44 residential dwellings to include up to 45% affordable homes, new access and associated works (Amended Plans)<br><b>Under consideration</b> |
| 17/02058/FUL | A Timms<br>80-82 Station Road<br>Brize Norton   | Change of use of part of builder's merchants yard to café<br><b>Awaiting Decision</b>  |

### **PLANNING DECISIONS:**

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| 16/02588/OUT –<br>(sent through by<br>Minster Lovell PC)                              | Mr and Mrs Kinch<br>Land West of Minster<br>Lovell                     | <a href="#">Residential development of up to 85 dwellings together with a new vehicular access onto Burford Road (B4047), footpath links, areas of public open space, children's play area, landscaping and land for potential burial ground (means of access only). Approve subject to Legal Agreement Tuesday 8<sup>th</sup> May</a> |
| 18/01157/S73<br>Variation of<br>Condition 2 of<br>Planning Permission<br>17/02087/FUL | Mr Colin Goodgame<br>Painswick House<br>Carterton Road<br>Brize Norton | Variation of Condition 2 of Planning Permission 17/02087/FUL to allow the erection of first floor balcony on rear elevation<br><b>Approve Thursday 21<sup>st</sup> June</b>  |

## **APPENDIX B - FINANCE 79/19:**

### ORDERS FOR PAYMENT:

|        |              |                       |   |
|--------|--------------|-----------------------|---|
| 101257 | 144.35       | Shillbrook Stationers | newsletter                                      |
| 101258 | 25.00        | Les Goble             | Rights of Way: Restoring the Record (book)      |
| 101259 | 59.52        | 5 A's tool hire       | Shredder & petrol                               |
| 101260 | 40.00        | ICO                   | membership                                      |
| 101261 | 76.74        | Kyle Anderson         | June Wages                                      |
| 101262 | 395.00       | Alison Riseley        | June Wages                                      |
| 101263 | 12.95        | Alison Riseley        | Carterton Cobblers engraving on chain of office |
| 101264 | 761.18       | WODC                  | Grounds Maintenance cutting 1/8                 |
|        | <b>1,438</b> | <b>TOTAL</b>          |   |

### PAYMENTS RECEIVED



|            |       |        |   |
|------------|-------|--------|---|
| 11/06/2018 | 97.6  | BNS&SC | Elderbanks Hall Water reimbursement March |
|            |       |        |   |
|            |       |        |   |
|            | 97.60 | Total  |   |

**BANK BALANCE** £

Current a/c balance at 19th May 2018 17,663.96

Total order for payments in June 1,514.74

Total receipts in June 97.60

Bank balance at 18th June 2018 (after payments) 16,880.64

WODC investment 29,700.00

Total funds at 18th June 2018 46,580.64

## **APPENDIX C - CORRESPONDENCE 83/19:**

### **OFFICIAL CORRESPONDENCE:**

- a) WODC planning
- b) Barclays Bank statement
- c) Payman forms
- d)
- e)

### **E-MAILS CIRCULATED IN MONTH**

Civic voice – 12/6, 20/6, 25/6

CPRE –

HMRC 7/6, 11/6, 13/6, 18/6, 21/6, 23/6, 25/6, 29/6, ,

Healthwatch Oxfordshire – 15/6 (→ WW)



ICO newsletter – /6

Oxfordshire Community and Voluntary Action – 21/6, /6, /6, /6 (→ WW)

Oxfordshire Clinical Commissioning Group – Talking Health - 8/6, 29/6, (→ WW)

PCS – UK – 12/6, 26/6, /6

PSE – 8/6, 8/6, 12/6, 12/6, 13/6, 14/6, 15/6, 15/6, 18/6, 20/6, 21/6, 22/6, 22/6, 25/6, 26/6, 27/6, 29/6, 29/6, (not circulated)

PST – 15/6, (not circulated)

PSN – 13/6, (not circulated)

PULSE -

Police and Crime Commissioner –

Rural Services weekly update (not circulated) - 4/6, 11/6, 18/6, 25/6, /6

Rural services seminar-, Rural opportunities - 5/6, Rural Housing - /6, Rural Vulnerability 27/6 Rural Conference 9/6 (not circulated), Webinar 4/6, Older People - 20/6, Seminar – 25/6

Twitter – 2/6, 11/6, 14/6, 15/6, 18/6, 20/6, 22/6, 23/6, 25/6,

Wychwood Forest Project - 6/6,

1/6

1/6

1/6

1/6

2/6 Robert Courts - newsletter

2/6 Nicolas Field-Johnson – OCC report for meeting

3/6 Diane Davies - Newsletter

4/6 Ron Spurs

4/6 WODC – Planning Burford Quarry

4/6 Oxfordshire Playing Fields

4/6 Terry Hinchly – Village Handyman

5/6 Bob Hounslow – Parish News

5/6 WODC – Planning Burford Quarry

5/6 WODC – Planning Burford Quarry

5/6 WODC – Planning Burford Quarry

5/6 WODC – Planning Burford Quarry

6/6 Carolyn Peach – Village Big Bash Meeting

6/6 Sue Calcutt – Brize WI

6/6 Sue Wilson – Emergency Planning

6/6 Kay Linnington – Emergency Planning

6/6 Sue Hunt – CFO AGM invitation

6/6 Women in Local Government

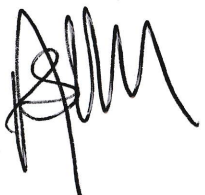
6/6 WODC – Planning Burford Quarry

6/6 OALC - The Clerks Year

7/6 Active Places Data – Sport England

7/6 Lorraine Horne – The Oxfordshire Museum

7/6 LCPAC – Support Service  
 7/6 ICO  
 7/6 Verena Hunt - Travellers  
 7/6 Goring Heath PC  
 8/6 Carol McKay – Emergency Planning apology  
 8/6 Peter Gammond – OCC -Travellers  
 8/6 Alan Mollere – verge Grass cutting  
 8/6 Karen Jefferies – grass cutting  
 9/6 Zurich – insurance renewal  
 10/6 Diane Davies – water meter reading  
 10/6 Phillip butcher – grass verges - mowing  
 10/6 Alan Brodie – Fr Frank Watts  
 11/6 ICO – Data Protection fee  
 11/6 Keith butler – co-opting a councillor  
 11/6 Sue Calcutt – Parish Newsletter  
 11/6 Keith Glazier – Burford Quarry Planning  
 11/6 Keith Butler – Code of Conduct Training  
 11/6 Carolyn Peach – Fr Frank Watts  
 11/6 Tim Gush – RAF BN Parachute jumps  
 11/6 Sarah Scanlon- public Speaking Course  
 11/6 James Roberts – Oxford Mail report  
 12/6 Keith Glazier- grass verge cutting  
 12/6 OALC – small grant towards a commemorative silhouette for WWI  
 12/6 Keith Butler – Permission in Principle (PIP) and Technical Details Consent (TDC)  
 12/6 Kyle Anderson – BNPC Website/ agendas  
 12/6 Kyle Anderson – Re: e-mails  
 13/6 Kyle Anderson – missing minutes  
 13/6 Kyle Anderson – re: Public Participation  
 13/6 Kyle Anderson – Fwd: Traffic Survey  
 13/6 Nicholas Field-Johnson – traffic calming on Burford Road  
 13/6 WODC – Planning Application 18/01539/RES West Carterton Development  
 13/6 WODC – Planning Application 18/01539/RES West Carterton Development  
 13/6 Chris Shaw – Bloor Homes/ Carterton/ Bn update  
 13/6 Carolyn Peach – Financial Schedules year end  
 14/6 RoSPA – inspection dates  
 14/6 Lauren Jacobs – Village Big Bash Poster  
 14/6 Sarah Scanlon – public speaking course  
 14/6 Sarah Long WODC – Press release: Volunteer Organisation wins Major grant Award  
 14/6 Sarah Long WODC – Press release: Publica Group Awarded for being Disability Confident  
 15/6 Castle Water  
 15/6 Robert Courts MP - newsletter  
 17/6 SLCC – log in name





17/6 Ted Hedges – Village Handyman post  
 17/6 Verena Hunt - Traffic Survey  
 18/6 Keith Butler – Co-opting a councillor  
 18/6 Sue Calcutt - address  
 18/6 Verena Hunt Traffic Calming on Burford Road  
 18/6 Phillip Butcher – Grass Verges/ Mowing  
 18/6 Westminster Briefing  
 18/6 Terry Hinchley – Village Handyman  
 18/6 Stephen Hookham – BN parish meeting  
 19/6 Campaign – Hidden Harm (Monday 2<sup>nd</sup> July)  
 20/6 David Smith (Crescent Accounting) – Trial Balance  
 20/6 Hannah Gush – Village Newsletter  
 20/6 Carolyn Peach – Memorial Crosses  
 20/6 Ann Elsmore – Street Parking  
 21/6 Carolyn Peach - Scarecrow rules  
 21/6 Sara Long WODC – PRESS RELEASE: Businesses benefit from new round of rate relief  
 21/6 Garry Griffin – Planning Application 18/01439/RES  
 21/6 Keith Butler – Code of Conduct Training  
 21/6 Oxfordshire Playing Fields -  
 22/6 Melissa Bennett – Elderbank Hall booking  
 22/6 Andrew Thompson – Preliminary consultation on the Oxfordshire Cotswolds Garden Village  
 Area Action Plan (AAP)  
 22/6 Sarah Long WODC – PRESS RELEASE: Have your say on the new Garden Village  
 22/6 Solagen Sales – speed signs  
 23/6 Kyle Anderson – Scarecrow Rules  
 25/6 OALC - CiLCA  
 25/6 Sara Long WODC – Raising the flag  
 25/6 Tim Gush – BNS&SC  
 25/6 Justin Gargan WODC – Brize Norton Bins  
 25/6 Castle Water  
 25/6 OCC – Oxfordshire Matters  
 25/6 Polly Inness - Brize Norton Speed Cushions  
 25/6 Sue Calcutt – Brize WI  
 26/6 Terry Hinchley – Village Handyman  
 26/6 Sarah Long WODC – PRESS RELEASE: Have Your Say  
 26/6 Solagen – Security Breach  
 26/6 WODC – planning application 18/01801/HHD  
 26/6 Carolyn Peach – Application to Covenant Fund  
 27/6 Andrew Smith WODC – PREESS RELEASE – Free tour offer of anaerobic digestion plant  
 27/6 Keith Glazier – Application to Covenant Fund  
 28/6 Ollie Bolt (Payman) – new employee details.  
 28/6 Alan Cockbill – Speed warning signs update

29/6 Kevin Jack – Street Name Plates  
29/6 Stuart Andrews – Sutcliffe Play SWUK  
29/6 Castle Water – Water restriction Update  
30/6 Nicholas Field-Johnson – July report

(↔) = ongoing discussion or linked communication

(→) = forwarded to relevant contact

(←) = replied

A handwritten signature in black ink, appearing to be 'A. M.' followed by a flourish.

## **APPENDIX D - REPORT TO BRIZE NORTON PARISH COUNCIL JULY 2018 FROM CLLR NICHOLAS FIELD-JOHNSON: 65/19**

### **GENERAL OCC REPORT**

**SHARED SERVICE ARRANGEMENT BETWEEN OCC AND CDCAs** reported previously, OCC and Cherwell District Council (CDC) are considering a proposal for shared service arrangements under a joint chief executive, while retaining separate councillor bodies, budgets and decision-making processes. The exact arrangements for sharing services and joining up functions still need to be worked out in detail and then agreed separately by each council. They will be implemented incrementally. Approval to move to the next stage was given by OCC's Cabinet on Monday 4 June. OCC's Remuneration Committee subsequently agreed to recommend the appointment of Yvonne Rees, the current Chief Executive of CDC, as joint Chief Executive of the County Council and Cherwell District Council. The appointment process now moves on to both Full Councils of OCC (10 July) and CDC (16 July). The final decision therefore remains a decision for Members.

### **DELAYED TRANSFERS OF CARE – OXFORDSHIRE FIGURES ARE IMPROVING**

Delayed transfer of care (DToC) cases are now at the lowest level for many years in Oxfordshire. The latest national figures published by the Department of Health showed that the average number of people delayed has fallen from 168 in April 2017 to 117 this April. Since April 2018, the number of delays has fallen further and is currently only 78 – more than halving in just over a year. Effective and sustained joint working by OCC and the NHS across Oxfordshire has seen consistent and on-going reductions in the number of people delayed in hospital. Department of Health figures showed a 44% decrease in the number of social care delays, and a drop in the overall number of days delayed in a hospital. Only 13% of delays were attributable to social care, which is down from 15% in March 2017.

### **COUNTY COUNCIL BUDGET OUTTURN HITS THE MARK**

The council's Cabinet received final budget figures for the 2017/18 financial year at its meeting on Tuesday, June 19. OCC managed its net budget with 99.8 per cent accuracy for 2017/18, with an underspend of just £1m (0.2 per cent) on an overall service budget of £422m.

### **SITE ALLOCATIONS CONSULTATION ON MINERALS AND WASTE LOCAL PLAN**

The council reached a new milestone in the ongoing planning process to decide where minerals can be extracted and waste management facilities can be located in June with Cabinet asked to approve a site consultation exercise. This will take place in July-September and it will be open to all interested organisations and individuals to respond. All parish councils, environmental and community groups, organisations and individuals who have previously asked to be informed about the plan will be notified when the consultation starts, where the consultation documents can be seen and how to respond. A core strategy was adopted by the council in September 2017 and it was always planned that work on specific site allocations would follow this.



The report can be viewed here:

[http://mycouncil.oxfordshire.gov.uk/documents/s42394/CA\\_JUN1918R15%20MWLP-SitesPlan\\_Report\\_final.pdf](http://mycouncil.oxfordshire.gov.uk/documents/s42394/CA_JUN1918R15%20MWLP-SitesPlan_Report_final.pdf)

**HIGHWAYS UPDATE** The bad winter has taken its toll on road conditions across the county, so OCC welcomed the additional £2.7m the Government has provided for this year; additional gangs have been employed to ensure we utilise the funds during the summer months. Last month 6,236 defects were repaired showing progress is being made on the defects reported during the bad weather.

A fact sheet has been produced giving details about the condition of the county's highways and the actions being taken to maintain them. This will be issued to all councillors and parish clerks during the month of July.

#### **OXFORDSHIRE'S NEW DOMESTIC ABUSE SERVICE LAUNCHED**

A new domestic abuse service for Oxfordshire was launched in June. The new service was set up by OCC in partnership with District Councils and the Office of the Police and Crime Commissioner for the Thames Valley. The service is designed to be highly inclusive to address emotional and practical support needs for any victim suffering or fleeing domestic abuse in Oxfordshire. It incorporates a single access point for victims and professionals, community-based Outreach Workers and Independent Domestic Violence Advisors (IDVA) and includes specialist workers to support young people and Black Asian Minority Ethnic and Refugee (BAMER) communities. There is also a program to support victims with complex needs.

Victims fleeing abuse will be able to access refuge in Banbury and in one other location, located in either Didcot or Oxford. In addition, the service launches a new model of refuge, delivered from dispersed locations across Oxfordshire, benefiting those unable to access conventional refuge services including male victims, victims with live in carers and families with older male sons. To report concerns, please use the A2Dominion ODAS helpline (0800 731 0055) or [oxfordshiredomestic@a2dominion.org.uk](mailto:oxfordshiredomestic@a2dominion.org.uk)

#### **NHS HEALTH CHECKS**

OCC-funded NHS Health Checks are designed to spot early warnings of stroke, kidney and heart disease, Type 2 diabetes and dementia. They are available to anyone aged between the ages of 40 and 74 who has not already been diagnosed with an existing cardiovascular condition. They are free and applicants will be invited to have one once every five years. GP surgeries will automatically send out invitations, but if one is not received, residents should contact their surgery and make an appointment. The check will take around 20 to 30 minutes. For further information about free NHS Health Checks visit:

[www.oxfordshire.gov.uk/nhshealthcheck](http://www.oxfordshire.gov.uk/nhshealthcheck)

