

# SUNNINGWELL PARISH COUNCIL

## MINUTES of the PARISH COUNCIL MEETING held on WEDNESDAY 25th November 2015 at SUNNINGWELL VILLAGE HALL

### Present:

#### Councillors

Paul Wooldridge (in chair), James Greenman, Andrew Veal,  
Colin Weyer, Hilary Lynam-Smith, Joanne Blower & Oliver Isaacs.

#### In attendance:

District Councillor Emily Smith  
Brian Rixon (Clerk)

### 176/15 Questions and Comments from members of the public.

#### County Councillor Bob Johnston.

Bob was unable to attend but sent a written report, which was read out at the meeting, on the County budget and his concern about the closure of Children's centres, including the one at Wootton.

#### District Councillor Emily Smith.

Emily reminded the Council that a February date has been released for the second part of the Local Plan. She said that the only real objection to current planning applications is to be able to show that demonstrable and significant harm would be caused by the development. The Council related this to, and discussed, the application to develop a cattle barn site in neighbouring Parish.

Emily also reported that Vale of White Horse funding grants will be available again from January 2016.

Any fly tipping problems should be reported to Biffa. The clerk already has the contact number.

### 177/15 Apologies for absence.

County Councillor Bob Johnston, District Councillor Debby Hallett.

### 178/15 Declarations of members' interests in respect of any item.

Cllr Hilary Lynam-Smith on flood related items.

Cllr Oliver Isaacs may be appointed a director of his family business.

### 179/15 To approve the Minutes of the Parish Council held on 28 October 2015.

The minutes were approved by the Council and signed by the Chairman.

# SUNNINGWELL PARISH COUNCIL

## 180/15 To consider any Matters Arising from the minutes of 28 October.

### **Bowditch Estate land**

The council was advised that land in Sunningwell will now be sold as part of Miss Bowditch's estate. It was suggested that the Council should investigate whether this land could be registered as a community asset under the Localism Act 2011. The Clerk doubted that it would meet the requirements of a community asset but it was agreed the Clerk should investigate the possibility.

**ACTION Clerk**

Cllr Colin Weyer will ask the Council's solicitor to check the land registry titles and Cllr Hilary Lynam-Smith will check her files to see if she has the relevant land registry details and, if so, send them to the Chairman for further action.

**ACTION Cllrs Colin Weyer and Hilary Lynam-Smith**

### **Firework event**

The firework display and bonfire event was well received with more people attending than in previous years. Feedback from the event from those attending was that there should be some form of payment made towards the refreshments, possibly a charity bucket for donations and there were suggestions that a hamburger van, or other food, should be made available. Next year's event has been booked for Sunday 6 November 2016 starting at 6.15pm and the Council will discuss any changes to the event nearer the time.

### **Proposed change of council meeting day**

The proposal to change the day on which the Council meets was discussed with the village hall management but no realistic alternative date was available. The current practice of meeting on the last Wednesday of each month will continue but the Clerk was asked to write to the village hall booking team to request that they let the Council know if an alternative evening becomes available.

**ACTION Clerk**

## 181/15 Neighbourhood Plan.

A meeting was held on 5 November attended by eight of the respondents to the Parish Council's consultation process. Also in attendance were Councillors Colin Weyer and Paul Wooldridge. The meeting was addressed by Tom McCulloch from Community First Oxfordshire (previously Oxfordshire Rural Community Council).

The recommendation was that a Neighbourhood Plan is the best way to influence outcomes but a Community Plan might usefully be prepared as an adjunct to this.

On the 18<sup>th</sup> November Community First Oxfordshire sent a proposal to Support a Combined Sunningwell Neighbourhood Development and Community-Led Plan.

At the November Parish Council meeting the Parish Council agreed that the preparation of a Neighbourhood Plan covering the entire Sunningwell Parish and based on the existing Parish boundaries should proceed, with a Community Plan alongside it. There is a proviso that the community has to be fully committed.

The Council voted and agreed to apply for the appropriate designation and, pending the anticipated grants being approved, allocated an initial budget of £5,000 to cater for cash flow in the interim. The Council approved the first of the two options proposed by Community First Oxfordshire, in which a Sustainability Appraisal / Strategic Environmental Assessment is required.

**ACTION Cllr Colin Weyer/Andrew Veal and Clerk**

# SUNNINGWELL PARISH COUNCIL

## 182/15 Oxford Cambridge Expressway

The Council's request to attend the stakeholders' meeting was denied but it was invited to send questions to Alan Kirkdale, the Highways England Project Manager.

The Parish Council will maintain a watching brief and will write to Steve Yandell of Highways England and ask to be kept informed about the progress of the infrastructure project. It is understood that Highways England is to produce an initial report regarding the Oxford to Cambridge Expressway by 18 December 2015, with a further report due on 5 February 2016, followed by a final report and environment study due on 30 November 2016.

**ACTION Cllr Joanne Blower**

## 183/15 Transport Survey

Cllr Joanne Blower has contacted several Transport Consultants to ask them to tender for a contract to prepare a report on

1. Whether a full diamond interchange at Lodge Hill is consistent with the objectives for transport set out in LTP4.
2. Provide an analysis on whether a park and ride facility located at Lodge Hill will be effective and achieve the stated aims.
3. Provide an analysis on whether a lorry park at Lodge Hill is justified.
4. Critique the traffic report already commissioned and completed by Oxfordshire County Council of the impact of these proposals on the Parish.

Cllr Joanne Blower recommended that the traffic consultant Bob Hindhaugh should undertake the work at a cost of £5,850. The Council voted 5 to 2 in favour of going ahead with the project provided positive references were obtained, there is no conflict of interest, and confirmation is received that the report could be used at any future public enquiry.

**ACTION Cllr Joanne Blower**

## 184/15 Precept

The Council reviewed a summary of estimated expenditure to 31 March 2016.

There followed a discussion on possible projects in the year 2016/17 including resurfacing the village hall car park, village green notice boards, and the preparation of a Neighbourhood plan.

The Council concluded that the precept for the next year should be £22,260 which represents an increase of 6% on the current year.

## 185/15 Carol Singing

The carol singing procession from Bayworth to Sunningwell will be on Tuesday 15 December. The village hall will be booked and arrangements made for mulled wine, soft drinks and mince pies.

Cllr Hilary Lynam-Smith will arrange for leaflets to be printed and these will be delivered by all Councillors as per their allocated areas.

## 186/15 White Gates, Village Green Signs and Drain Repair. Parish Notice Boards

The Council agreed that the work should go ahead based on the quotes from Mr P Smith.

## 187/15 Village Green Notice Boards

Cllr Hilary Lynam-Smith is discussing this with designers and will obtain quotes.

# SUNNINGWELL PARISH COUNCIL

## 188/15 Key Holders

It was confirmed that the keys to the flood equipment bins near the entrance to the village hall car park are held by the Flood Prevention Group.

The clerk will arrange for a duplicate key for the new lock on the village green gate to be cut and sent to Ian Hutt, the contractor who mows the green regularly.

The schedule of keys and key holders will be updated and circulated by the Clerk.

## 189/15 Planning Applications

**P15/V2445/FUL. 2 The Quarry.** Replacing Outbuildings

No objection.

**P15/V2549/LB. Church Farm House.** Roof Lights and a ground floor window.

No Objection.

The way in which the Parish Council reviews planning applications will be discussed at the January Parish Council meeting in line with the national directive on this issue.

## 190/15 Accounts for payment.

1583	Clerk Nov	Salary and Office Expenditure	490.72
1584	HMRC	PAYE	101.20
1585	Ian Hutt	Mowing village green	192.00
1586	MRH Services	Playground inspection	48.50
1587	Sunningwell Scene	Bayworth, pond and village green	200.00
1588	Vale of WH	Emptying dog bin	80.38
1589	James Greenman	Lighting for village green event	176.00
1590	Clerk Dec	Post-dated cheque for Dec salary & office	428.62
1591	HMRC	Post-dated cheque for PAYE	98.00
1592	James Greenman	Parking expenses	6.20
1593	Hilary Lynam-Smith	Pig roast expenditure	190.34
1594	Oliver Isaacs	Firework event expenditure	221.10

## 191/15 Any other business.

### Third Dam.

Cllr Hilary Lynam-Smith reported that White Horse Contractors plan to start construction of the third dam in the next week.

### Standing Orders for Council Meetings.

The current orders will be circulated to all Councillors so that consideration can be given to any necessary updates.

**ACTION Clerk**

**192/15 The Next Parish Council Meeting will be on Wednesday 27th January 2016  
At Sunningwell Village Hall starting at 7.30pm**

*The Chair closed the November meeting at 10:15 p.m.*

Signed ..... Chairman. Date .....

Minute book page

555