

Draft Minutes
Meeting of Ambrosden Parish Council
Held at Ambrosden Village Hall – 7:30pm
Thursday 20th February 2020

Present: Mark Longworth – Chair, Gemma Jennings – Clerk, Maureen Cossens, Dawn Seaward, Phil Blazdell, Tom Duff, Chris West, Vicky Rose, Councillor Sames, 4 members of the public

Serial No	Issue
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473-19-20	Welcome
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474-19-20	Apologies
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Apologies were received and accepted from Councillor Wing

475-19-20	Register of Interests
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No declarations of interest for items on the agenda were received

476-19-20	Gifts & Hospitality
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No statements of gift or hospitality were received

477-19-20	Minutes of previous meeting & matters arising
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Minutes of the previous meeting (23rd January) were reviewed and approved.

Tom Duff and Vicky Rose, appointed as councillors at the previous meeting, signed and submitted their acceptance of office forms.

Merton Road ownership query: ongoing in liaison with MOD

Ploughley Road home owner parking: letter with solicitor. **Meeting to be arranged with Highways to discuss.**

478-19-20	Public Speaking
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A member of the public, speaking on behalf of Five Acres Primary School, noted that the school was looking to further its collaboration and links with the Parish Council and wider village, including potentially holding village events at the school.

479-19-20	Councillor Reports
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Correspondence received from Councillor Wing, detailing a new District Council budget with a 'green focus' was noted. Key points highlighted included allocations for reduction of energy consumption, develop of local community woodland (at Chesterton) and installation of electric charging points at council carparks. **Chairman to circulate the report to all councillors.**

Councillor Sames presented a verbal report, highlighting the following key points:

- Proposed Graven Hill roundabout: Councillor Sames confirmed that no official design plans had yet been proposed. The Council noted the need to review the plans and stressed its preference for transparency around the designs.
- Flooding by A41 depot: due to a blockage. County council due to resolve by close of the week
- Gladman planning update: judicial review had been rejected and drawn to a close. Councillor Sames will be advocating review of the stance at local plan level and will confirm if planning policy will make a public statement on the outcome and report back.
- County Council Priority Fund update: In light of large number of requests received, Councillor Sames requested that the Parish Council review applications and prioritise these. Email to follow.
- Fly tipping at horseshoe: Councillor Sames continuing to advocate enforcement cameras here.

- Rodney House Roundabout design: Currently no plans to amend the design but stage four audit due soon, and Councillor Sames will continue to raise concerns around clarity of lane layout from the direction of Bicester towards Aylesbury.
- Councillor Sames to review any plans to insert traffic lights on the Ploughley Road-A41 junction and will send update when available.
- Symmetry Park Extension: Concerns noted about the potential cumulative effect of traffic on A41. **Council to communicate written response to proposal to Councillor Sames to raise at next planning meeting.**

480-19-20 Meetings updates

a) Highways & Traffic Calming Meeting

The Council reviewed the plans, feedback from the Council to date and all public suggestions raised at the meeting.

It was confirmed that all feedback received had been passed to Highways. **Highways to review and develop the proposals in light of the feedback received and recirculate to Council. Clerk to pass the suggestion of a 15mph speed limit on private estates, raised at the consultation, to Preim.**

b) MOD Parish Meeting

Key updates noted were:

- The potential use by HS2 developers of MOD buildings in Arncott as a large training hub, adding to traffic circulation in the area
- Ongoing delays to Costcutter reopening: due to presence of asbestos in damaged brickwork. Awaiting safe removal and resolution.
- VE day: Garrison attending events in Bicester only, with no planned events in Arncott or Ambrosden.

481-19-20 Village Matters

- a) Council reviewed public interest in and feedback on potential summer and VE day events in the village. Enthusiasm for summer event and lack of interest in VE celebration noted. **Clerk to engage with interested parties on organisation of summer event and report back to Council.**
- b) Village Spring Clean/Litter Pick: Council agreed to proceed with Spring Clean and reviewed possible dates, noting the 28th March as the best option, with 4th April as a fallback, dependent on availability of the Village Hall. **Clerk to contact.** The need to develop a Risk Assessment was noted- to be developed in liaison with the Street Cleansing Manager
- c) Community Speedwatch: Lack of details currently available to publicise or progress with the scheme. **Clerk to contact Parish Clerk at Horton Cum Studley and report back.**

482-19-20 Planning New Applications:

Planning Reference	Address	Proposed Work	Council Response
20/00189/F	The Old Stables, Wretchwick Farm	Convert carport into bedroom	No objections subject to conservation officer's approval
20/00285/F	Land between Ambrosden, Merton and Arncott	Large Solar Farm to be accessed off Ploughley Road at Brook Farm.	No formal communication yet received by Parish Council, although online planning portal live. Clerk to request documents. All Councillors to review online plans and comment prior to March Council meeting (comments to be ratified at the meeting)

			due to deadlines. Potential concerns about access for construction noted.
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Decisions:

Planning Reference	Address	Proposed Work	Outcome
19/02382/F	25 West Hawthorn, Ambrosden	Front porch extension and rear two storey extension	Refused: Loss of light and outlook to neighbouring property
19/01711/F	19 Ash Lane, Ambrosden	Parking spaces adjacent to house	Refused: Loss of green amenity space, concerns over street character and prejudicial to health of tree
19/02980/F	36 Ash Lane, Ambrosden (decision received subsequent to publication of agenda)	Front, side and rear extension (under consultation)	Approved subject to planning conditions (built within 3 years and material to match existing building)

Awaiting decisions:

19/01191/OUT	Alexandra House of Joy	Care home near Rodney House roundabout. (under consultation)
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Ambrosden Court	Merton Road surplus telegraph pole	Pole has gone. Item to be removed from next agenda.
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Enforcement:**483-19-20 Village Hall Update**

AGM now significantly overdue and no confirmed date despite ongoing discussions. **Parish Council Chairman and Parish Council liaison with Village Hall, Dr Blazdell, to hold additional meeting to discuss the situation and, as Custodian Trustee of the Hall, seek advice from the Charity Commission. Clerk to add further update to March agenda.**

484-19-20 Allotments Update

Inspections were held on 7th February: resultant reminders, notes and advice now communicated with relevant parties.

Allotments Committee meeting arranged for 4th March to review key paperwork in place (such as the constitution)
The Council noted that further investigation was required on the management of general maintenance in liaison with the Allotments Committee.

485-19-20 Finance

- a. Reconciled Accounts: reviewed and agreed.
- b. Approved payments:
2 x employees wages £286.32, £449.75 £18 HWA, £18 expenses
3 x Councillor OALC training £324
Bunkers Hill planters and initial plants £518.68
- c. Review draft amended donation policy: not discussed, **Clerk to add to March agenda**
- d. Citizens Advice Donation request reviewed and discussed. In light of help and service received by parishioners, £200 donation approved. **Clerk to request literature for Citizens Advice to display in Parish.**
- e. Donation request from Five Acres School reviewed and discussed. Range of fundraising efforts being undertaken by the school outlined. A donation of £410 was approved by the Council.
- f. Request to join Community First Oxfordshire reviewed and discussed, noting particularly the services offered by the organisation. The Chairman declared a personal membership to the organisation. The Council voted and approved the membership at a £70 fee.
- g. The Council reviewed and discussed the donation request from the Parish Matters Magazine, considering the current position of the magazine and its impact on parishioners. A donation of £340 was approved, subject to the proviso that the majority of other parishes approached also approved their agreed portion of funding, as well as annual review. **Clerk to communicate the decision with Clerks of relevant Parishes.**
- h. Use of £500 donation from Councillor Sames fund for a bench discussed. **All Councillors to consider best location and email Clerk suggestions and feedback by 1st March.**

486-19-20 Correspondence / News

Appointment of new editor for Parish Matters magazine noted.

Correspondence on Parish Council elections received: due to be held 7th May if required.

Correspondence received on Bicester healthy towns event: Dr Blazdell and Mrs Seaward noted an interested in attending. **Clerk to circulate details.**

Request to object to Great Wolf planning application received. The Council considered potential impacts on parishioners. **Chairman to circulate correspondence and relevant planning links for all Councillors review for comments: any consensus on comments to be submitted prior to March meeting, then ratified at the meeting.**

487-19-20 Matters carried forward for Next Agenda

Governance and policies, including Donations Policy

Any agenda items for March meeting to sent to Clerk by 9th March.

Defibrillator pads: Mrs Seaward to confirm receipt of in date defibrillator pads.

488-19-20 Next Meeting

7.30 pm Thursday 19th March in Ambrosden Village Hall – Full Council Meeting

The meeting ended at 21:35

Signed:

Chair of Ambrosden Parish Council