

Minutes

Meeting of Ambrosden Parish Council

Held online – 7:30pm

Thursday 15th October

Present: Mark Longworth – Chair, Gemma Jennings – Clerk, Maureen Cossens, Dawn Seaward, Vicky Rose, Chris West, Councillor Dan Sames (County and District Councillor, for items 596-598-20-21), Redrow representatives

Serial No	Issue
590-20-21	Welcome
591-20-21	Apologies Apologies for absence were received and accepted from Councillor Duff
592-20-21	Declaration of Interests/Gifts No statements of gifts or hospitality were received.
593-20-21	Minutes of previous meeting The minutes of the meeting of 19 th September 2020, meeting number 138, were reviewed and approved.
594-20-21	Matters arising The action grid was received.
595-20-21	Public speaking Nothing raised.
596-20-21	District and County Councillor Reports It was noted that Councillor Sames was unable to update on the Pioneer Roundabout due to a conflict of interest.
597-20-21	Update on Merton Road reserved matters application by Redrow The representatives of Redrow presented an update on the Merton Road development application and Councillors raised questions and feedback. Councillors focused particularly on issues of access, play areas, radial paths as well as speed limits, parking and traffic calming. The following key points were raised - Changes from the original plans, addressing a number of the planning issues, particularly around footpaths were noted - Design and character of the buildings on the estate was discussed, noting particularly that the frontage onto Merton Road would be designed in stone to remain in keeping with the wider village style. It was also noted that unsightly bin storage in this area would be avoided

- The Council stressed the need for robust safety measures at the park, including gates and bollards. It was suggested a larger park might be more suited to the development.
- Internet provision was discussed, and the Council noted that although Redrow usually provided Virgin and BT installation as standard, the distance from the BT cabinet and the lack of a Virgin Media cabinet in the village, may make this difficult. Redrow to contact Virgin media to discuss possibilities.
- Speed limits and traffic calming were discussed, noting the Council's preference to move the village gateway to the start of the development and reduce the speed limit here to 30pmh. The Council also questioned whether Redrow would be able to support or contribute toward current plans for the installation VAS and a double chicane by the development. Redrow to investigate.
- The Council stressed the need to ensure that local residents were aware of and engaged in the plans. Redrow confirmed that information leaflets had been delivered to every house in the village. The Council also requested that printed copies of these to be displayed in the Parish Council noticeboards. **Redrow to liaise with Clerk.**

598-20-21 Village Matters

- Plans for remembrance service: It was noted that the MOD would be likely be marking the day virtually, and that the Council would be laying a wreath at the memorial tree and at the Church.
- Parking update: It was noted that the Chair had met with the MOD and discussed a number of issues with the new commander. It was noted that the MOD were proactively looking to resolve a number of issues in the village on their sites, including refurbishing some houses, repairing drains, street lights, parks and railings. Key updates were noted as the upcoming installation of railing on Merton Road which would have significant impacts on parking in this area, as well as the upcoming replacement of railings on Ploughley Road.
- Preim: It was noted that the Chairman had been approached by one of the Director of Preim, who confirmed that annual meetings were being held, accounts were available and that the Directors continued to try and encourage resident to engage with the Management Company and raise any issues.
- S106 update: It was noted that more research into the outdoor gym had been undertaken, and particularly that the external consultant's fee would run at around 10% of the overall project cost. The Council stressed the importance of the aesthetic of the gym, particularly given its placement within a housing estate and agreed that **Councillors should visit the installation at Exeter Hall in Kidlington. Clerk to contact Enforcement team and confirm details of all S106s available for Ambrosden and confirm amendments to the agreements which would allow the use of this funding anywhere in the**
- Traffic Calming Update: Plans were noted as being reviewed by the Highways Department. VAS options and placements was discussed, noting the cost of mounted VAS as around £2100 per unit. The Council discussed the possibility of including an additional, third, mounted unit on Blackthorn Road, given speeding issues here. **Chair and Councillor Rose to meet with County Council representative to discuss placements and report back to November meeting.**

The Council also reviewed the quote and designs for solar power VAS systems, agreeing the preferred option as the VAS displaying a vehicle's current speed. The Council requested further information on the pricing of these, to include a permanent post and fixing. The Council stressed the need to order this as soon as possible. **Clerk to send updated quotation via email with payment authorisation to be approved at November meeting**

599-20-21 Planning

New Applications:

Application number: 20/02415/F

Proposal: Proposed employment access road

Location: Street Record, Unnamed Single Carriageway 6809121, Ambrosden

Agreed Comment: The Council is very concerned about the potential lack of landscaping and street lights and its impact on Wretchwick Farm and the setting of the listed buildings. The Council requests that any street lighting is shielded and additional screening is put in place. The Council suggested additional planting in the area should be undertaken

Awaiting decisions:

Application number: 19/01191/OUT

Proposal: Alexandra House of Joy

Location: Care home near Rodney House roundabout

Application number: 20/01707/F

Proposal: Erection of 8 dwellings

Location: Parts of OS Parcels 1125 and 1621, North and East of Home Farm Close

Application number: 20/01762/OUT

Proposal: Outline consent, including erection of 5 dwellings

Location: Land to rear of Home Farm Close

20/01830/F

Graven Hill/Wretchwick Green

Proposed Roundabout Access To Graven Hill And Wretchwick Green, London Road

600-20-21 Village Hall Update

Key updates on the Village Hall were noted as the results from asbestos survey, which had raised three minor issues, as well as the fire risk assessment which had raised some larger issues for both the hall and the preschool. It was also outlined that there were ongoing issues with the repairs to the car park, as the initial contractor approached would not be able to complete the work.

It was also noted all committee members were completing a formal acceptance of office form

601-20-21 Allotments

It was noted that the Council had served formal notice to one plot holder due to violation of the tenancy agreement. It was outlined that if an appeal was raised that representative of other Parish Councils had agreed to sit on a panel to ensure independence and objectivity in the decision-making process.

602-20-21 Finance

- a. The reconciled accounts were reviewed and approved. Income of £13,000 from the precept, £100 in allotment tenancies and £493.23 reimbursement of duplicate salary payment, was noted.

- b. Payments of £286.12 (Street Cleaner Wages), £805.15 (Clerk wages, HWA and expenses) and £1,317.89 (summer period, dog bin emptying), were all approved
- c. The two tree works quotations for the village hall works and the memorial tree removal and installations were reviewed and approved.
- d. The dog waste bin quotation, with installation spike, was reviewed and approved. Clerk to request quotation from local handymen/maintenance services, for its installation
- e. The Cherwell Larder Donation request was reviewed. The Council voted and agreed to a donation of £300
- f. The Graveyard Contribution request of £610 was reviewed and approved
- e. Renewal of the National Allotment Society Membership at £66 was reviewed and approved

603-20-21 Governance and Policies

- a. The Health and Safety Policy was reviewed. Amendments, including the keeping of the Accident Record Book by the Clerk and addition of work station reviews were requested. **Councillor Seaward to conduct full review.**
- b. The draft Social Media Policy was reviewed and approved
- c. The Council discussed introducing forward planning processes, particularly the use of short term (one year) and long term (five year) plans. **Councillor Longworth to update and share existing plans via email for review and amendment by all Councillors.**
- d. It was noted that a Councillor would need to be appointed to review current systems of data management, although some progress had been made in use of the Cloud and other technologies

604-20-21 Green Outside School

The Council discussed the possibility of making a Village Green Application, noting that the required evidence for such an application was statements and witnesses attesting to the green's use in this capacity without interruption for over twenty years. **Councillor Cossens to review and make contact with potential witness. Clerk to contact Community First for further guidance/help in preparing the application.**

606-20-21 Communications/News

- Springfield estate gateway: A communication raising concerns about the design of the Springfield estate gateway was noted. It was noted that this did not fall under the Council's scope of action but had been sent to Management Company.
- Updates on outdoor gym: It was noted that this had been discussed under Village Matters

- It was highlighted that a communication had been received from Preim stakeholders requesting no further action be taken by the Parish Council on the parking issues (discussed at the August and September meetings). The Council noted that in the interim a Director had made direct contact with the Council on the issue and stressed that the role of the Parish Council could only be to encourage, and if necessary, assist, residents to engage with Preim on their issues.

- The Council stressed that Parish Councillors must remain mindful of their role within the community and particularly to ensure that communications were polite at all times. The Council noted that the Councillor Fundamentals training was a useful tool and should be undertaken by all Councillors. **Clerk to circulate all upcoming training dates.**

607-20-21 Matters Carried Forward

Nothing raised

608-20-21 Next Meeting

7.30 pm Thursday 19th November
Online via Zoom.

The meeting ended at 22:00

Signed:

Chair of Ambrosden Parish Council