

Minutes

Meeting of Ambrosden Parish Council

7:30pm, Thursday 19th August

Present: Dawn Seaward-Chair, Gemma Jennings – Clerk, Maureen Cossens, Chris West, Vicky Rose, Serinne Mills-Curtis, Roy Seaward

Serial No	Issue
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749-21-22	Welcome
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750-21-22	Apologies
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Apologies for absence were received from Councillor Duff and Councillor Sames.

751-21-22	Declarations of Interest and Gifts & Hospitality
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No declarations of interest or gifts and hospitality were received.

752-21-22	Minutes of previous meeting
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Minutes of the previous meeting, meeting number 148, Thursday 15th July, were reviewed and approved. The minutes were signed as a true record.

753-21-22	Matters arising
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The Council reviewed the action grid and reviewed ongoing items.

It was noted that discussions with Highways on the design of railings on Ploughley Road were ongoing and that communications to local residents regarding applications for dropped curbs should be sent to Highways for review. **Clerk to share draft with Councillor Rose.**

754-21-22	Public speaking
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Nothing raised

755-21-22	District and County Councillor Reports
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Nothing raised.

756-21-22	Village Matters
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- Speedwatch: **Clerk to follow up on funding query and Councillor Mills-Curtis to raise at Rural policing meeting.** The Council noted it would then issue a call for volunteers.

- Christmas Celebrations. The Council reviewed the possibility of cutting away the lower branches of the fir tree on the green by the school, decorating the tree and holding a village event (e.g., carol singing) here. **Councillor West to get quotes on tree pruning and decorations.** Event ideas to be reviewed with the Village Hall and the Church.

It was noted that ongoing concerns regarding the management of the grounds at Springfield Estate had been escalated to the Management Company Directors and the External Body overseeing management company practices.

It was highlighted that the weekly Coffee Morning was in urgent need of volunteers, without which it may no longer be able to run. **Councillor West to advertise in Parish Matters. Clerk to advertise on village social media.**

757-21-22 Governance

- i_Complaints Policy: Reviewed and approved subject to the amendment of Chair contact details, changing 'Chairman' to 'Chair' and amending the timeline for response from 5 to 10 working days.
- ii Freedom of Information Policy: Reviewed and approved subject to formatting corrections
- iii_Data Protection Policy: Reviewed and approved subject to formatting corrections

758-21-22 Jubilee Celebrations

National celebrations taking place to mark Queen Elizabeth's Platinum Jubilee in June 2022 were discussed. **Councillor West and Councillor Mills-Curtis to form working group to organise Parish celebrations and update on plans at the September Parish Council meeting.**

It was noted that the oak planted for Queen Elizabeth's Golden Jubilee had been cut down by contractors working for the County Council. **Councillor Mills-Curtis to discuss the replacement of a semi mature tree with Councillor Miller.**

759-21-22 Planning

New Applications

None Received

Decisions

[21/01330/F](#)

Symmetry Park, Morrell Way, Ambrosden

Full Planning Permission for 23,195sqm of logistics floor space, including offices, security gatehouse, security fence, sprinkler tank and pump house and external service yard, parking, amenity space, foot and cycle links, drainage and private sewage treatment plant

Approved

[21/01331/F](#)

Symmetry Park, Morrell Way, Ambrosden

Full Planning Permission for 22,986sqm of logistics floor space Full Planning Permission for 23,195sqm of logistics floor space, including offices, security gatehouse, security fence, sprinkler tank and pump house and external service yard, parking, amenity space, foot and cycle links, drainage, and private sewage treatment plant

Approved

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

Application number: 20/02415/F

Proposal: Proposed employment access road

Location: Street Record, Unnamed Single Carriageway 6809121, Ambrosden

Application number: 20/02778/REM

Proposal: Reserved Matters application to 18/02056/OUT for a residential development comprising 84 dwellings and associated infrastructure, highways, and landscaping

Location: Land North of Merton Road

Application number: 20/03379/F resubmission-amended description

Proposal: Conversion of existing double garage and storage loft over to provide Annex ancillary to the existing dwelling. Provision of min 2 No additional parking space

Location: Meadow Barn, Merton Road, Ambrosden, OX25 2LZ

20/0871/F (resubmission of 19/00644/F)

Erection of free-range egg production unit and gatehouse inc all associated works

OS Parcel 3300, North of railway Line, Palmer Avenue, Lower Arncott

Appeal Ref: APP/C3105/W/20/3265598

21/01454/F

Bicester Health and Wellbeing Hub, Former Rodney House Private Drive Off Graven Hill Road

21/01689/APP

Demolition and replacement of Magnolia Park Hotel, Boarstall

21/02433/M106

Request for variation to s106 agreement

Circular Road, Graven Hill

21/02236/LB

Remove existing (unauthorised) log fire pipe and re-site to exterior of barn

The Hay Barn and Byre, Ploughley Road

760-21-22 Village Hall Update

It was noted that issues with the electricity supply to the Hall were ongoing and a quote for repair would be reviewed by the Committee at their next meeting. Other updates to highlight with the Committee were noted as damage to capping of the wall, a broken chair, wi-fi capability and cleaning of furniture after hires. **It was noted that Councillor Cossens would also request a copy of last year's accounts.**

It was noted that Trustees of the Hall were being removed. **Councillor Cossens to review with the Committee.**

761-21-22 Finance

- a. The cashbook and accounts were reviewed, noting income of £215 from allotment tenancies and fees.
- b. Payments of £292.44 (wages), £485.05 (wages and HWA), £125.33 (pension contribution), £44 (room rental for meetings), £96 (Coffee Morning invoice), £4,418.08 (VAS invoice), £240 (external auditors fee) and £25 (return of allotment deposit) were reviewed and approved.
- c. It was note that the External Auditors Report had been received, confirming that the AGAR had been completed in accordance with proper practices and finding no cause for concern that legislation and regulatory requirements had not been met. Conclusion of Audit notice had been published.

762-21-22 Correspondence

Correspondence regarding an upcoming Community Governance Review was noted. It was agreed that the Parish Council would request a review of Parish boundaries. **Clerk to progress.**

Correspondence regarding the Oxfordshire Plan, including training sessions, was noted. **All Councillors to review information sent out by email.**

763-21-22 Matters Carried Forward

Policy review
Jubilee celebrations
Christmas Celebrations
Speedwatch
Ploughley Road Railings
Village Survey

Meeting closed: 21:20

**Next Meeting – 7:30 pm Thursday 19th August 2021
Ambrosden Village Hall
ALL PUBLIC AND PRESS ARE INVITED.**

Signed:

Chair of Ambrosden Parish Council